

## COUNCIL AGENDA June 5, 2024 – 9:00 AM

### MEETING DETAILS

**In-Person Meeting Location:** Mulmur Township Offices, located at 758070 2<sup>nd</sup> Line East  
**Phone Connection:** 1 647 374 4685 Canada / 1 647 558 0588 Canada  
**Video Connection:** <https://us02web.zoom.us/j/84829988171>  
**Meeting ID:** 848 2998 8171

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

Page	<b>1.0</b>	<b><u>Call to Order</u></b>
	<b>2.0</b>	<b><u>Land Acknowledgement</u></b>
	<b>3.0</b>	<b><u>Approval of the Agenda</u></b>
		Recommendation: That Council approve the agenda.
4	<b>4.0</b>	<b><u>Minutes of the Previous Meeting</u></b>
		Recommendation: That the minutes of May 1, 2024 are approved.
	<b>5.0</b>	<b><u>Discussion Arising out of the Minutes</u></b>
	<b>6.0</b>	<b><u>Disclosure of Pecuniary Interests</u></b>
	<b>7.0</b>	<b><u>Public Question Period</u></b>
	<b>8.0</b>	<b><u>Deputations</u></b>
12	<b>8.1</b>	<b>Parkland Dedication Fee: Peter Domes</b>
	<b>9.0</b>	<b><u>Reports for Decision</u></b>
13	<b>9.1</b>	<b>Council Meeting Recording Pilot Program Results</b>
		Recommendation: That Council approve/discontinue the posting of Council meeting recordings.
16	<b>9.2</b>	<b>River Road / 20 Sideroad Street Art</b>

Recommendation: That Council approve the street art locations identified as presented

29        **9.3    Landfill Monitoring Report**

Recommendation: That Council receive the R.J. Burnside 2022 and 2023 Landfill Monitoring Reports;

And that Council approve the recommendations contained therein.

76        **9.4    Human Resource Policy Amendments**

Recommendation: That Council approve the amendments to the Human Resources Policy as presented.

81        **9.5    Community Grant Policy**

Recommendation: That Council approve the amendment to the Community Grant Application Form as presented.

**10.0    Committee Minutes and Reports**

83        **10.1    Joint Police Services Board Minutes: March 8, 2024**

87        **10.2    Shelburne Public Library Minutes: March 19, 2024**

89        **10.3    Shelburne Public Library Minutes: April 16, 2024**

91        **10.4    NVCA Board Highlights: April 2024**

94        **10.5    Dufferin County Council Minutes: May 9, 2024**

106       **10.6    Mulmur-Melancthon Fire Board Minutes: May 21, 2024**

109       **10.7    Economic Development Committee Minutes: May 28, 2024**

**10.8    NDCC Campaign Cabinet: May 29, 2024 (Verbal)**

Recommendation: That Council receives the Committee Minutes and Reports as copied.

**11.0    Information Items**

111       **11.1    Energy Conservation and Demand Management Plan Update**

125       **11.2    Township of Alnwick/Haldimand: MFIPPA Modernization**

127       **11.3    Town of Smith Falls: Basic Income Guarantee**

129       **11.4    Township of Melancthon: Significant Incidents and Reporting**

131       **11.5    Township of Brudenell, Lyndoch and Raglan: Amenity Sharing MOU with School Boards**

136       **11.6    Town of Halton Hills: Niagara Escarpment Enforcement**

138       **11.7    Town of Cochrane: Increase OCIF Funding**

140       **11.8    Municipality of Trent Hills: Housing and Homelessness**

Recommendation: That Council receives the information items as copied;  
And that the following items be endorsed:\_\_\_\_\_

**12.0    Items for Future Meetings**

**12.1    NDCC Funding and User Fees**

**12.2    Fire Department Analysis**

**13.0    Passing of By-laws**

- 142    **13.1    Zoning By-law Amendment**
- 145    **13.2    2024 Library Agreement By-law**
- 154    **13.3    2024 Tax Rate By-law**
- 157    **13.4    Confirmatory By-Law**

Recommendation: That by-laws 13.1 to 13.4 be approved.

**14.0    Adjournment**

Recommendation: That Council adjourns the meeting at \_\_\_\_\_ to meet  
again on July 3 and September 4, 2024 or at the call of the Chair.



## **COUNCIL MINUTES May 1, 2024 – 9:00 AM**

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

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

### **1.0 CALL TO ORDER**

The Mayor called the meeting to order at 9:00 a.m.

### **2.0 LAND ACKNOWLEDGEMENT**

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

### **3.0 APPROVAL OF THE AGENDA**

**Moved by Cunningham and Seconded by Lyon**

THAT Council approve the agenda.

**CARRIED.**

### **4.0 MINUTES OF THE PREVIOUS MEETING**

**Moved by Hawkins and Seconded by Clark**

THAT the minutes of April 3, 2024 are approved.

**CARRIED.**

### **5.0 DISCUSSION ARISING OUT OF THE MINUTES - NONE**

### **6.0 DISCLOSURE OF PECUNIARY INTERESTS**

Mayor Horner and Councillor Cunningham declared pecuniary interest to item 10.4 Committee and Board Council Appointments.

### **7.0 PUBLIC QUESTION PERIOD**

Cheryl Russel inquired about broadband installation and monetary contributions from the Township of Melancthon for the NDCC renovations. Staff and Council



confirmed dates for broadband installation remain unknown and discussions on financial contributions were deferred at the last Melancthon Council meeting.

Ross Bailie inquired about budget impacts for improvements of the NDCC roof. Staff advised that there are enough funds in reserves to cover the costs.

Jim deMelo sought clarification on funding of the Mansfield water system. Staff confirmed it is paid by the users with capital connection fees for new users.

## **8.0 PRESENTATION**

### **8.1 Mulmur Police Services Board Recognition**

Council recognized Cheryl Russel and Jeff Sedgwick for their service and contributions to the Mulmur Police Services Board.

## **9.0 PUBLIC MEETINGS**

### **Moved by Lyon and Seconded by Cunningham**

THAT Council recess the regular meeting at 9:33 a.m. to hold a public meeting in accordance with Mulmur's procedural by-law and pursuant to Section 12 of the Development Charges Act, and Section 34 of the Planning Act, as amended, to present and obtain public input on the Armstrong Subdivision, General Housekeeping Zoning By-law Amendment, and the proposed Development Charges By-law and underlying background study.

**CARRIED.**

### **9.1 Armstrong Subdivision**

Council welcomed Greg Barker and the team from IPS Consulting who presented the draft plan of subdivision and zoning for the Armstrong Estates Subdivision. The development proposes 43 single detached dwelling with lot sizes ranging in 0.2-0.4 ha in size and 28 semi-detached dwellings geared towards aging demographics featuring 2 bedrooms, 2 parking spaces, communal septic systems, condo agreements and additional overflow parking.

The following public comments were received:

- Leah Pressey: desire to see commercial zoning and maintain topography, clarification sought on water capacity, sidewalks and affordability.
- Annette Benoit: the need for Airport Road upgrades to accommodate the increased traffic with lights and turning lanes.

- Joan Vanduzer: concerns with funding the water system upgrades, supports commercial zoning and requested the installation of fencing to protect neighbouring farmlands.
- Jim deMelo: concerns with water capacity, water system upgrades and future water rates. Encourages the supply of natural gas.
- Brian Whitney: on-street parking opportunities, dust/garbage control during construction and ongoing maintenance of sidewalks.

IPS Consulting addressed resident concerns noting conformity with the Township's Official Plan, studies completed to date, the current EA for the water system. Staff confirmed sidewalk maintenance would be the responsibility of the Township and that on-street parking can be regulated through Council's Traffic By-law.

The following Council comments were received:

- Concerns with future parking issues
- Conversion of the semi-detached units to more than 2 bedrooms
- Concerns with access and traffic onto Airport Road and County Road 17
- Accessibility in the semi-detached units
- Plans for environmentally friendly development

The applicant confirmed accessibility and conversion considerations noting builder responsibilities for green development.

Council recessed at 10:40 a.m. and returned at 10:50 a.m.

## **9.2 Development Charges**

Council welcomed Nancy Neale from Watson and Associates who presented an overview of the development charge background study. The draft proposal adjusts the Township's residential development charge to \$15,575 and non-residential charge to \$3.21 per square foot. Rates may be further adjusted based on the proposed Provincial legislative changes of Bill 185.

The following public comments were received:

- Cheryl Russel: sought clarification on development charges on secondary dwelling units.
- Ted Metz: sought clarification on current development charges.

Nancy Neale confirmed that development charges apply to third units and secondary units that are greater in size.

Council discussion ensued on development charge exemptions, the timing for payments, annual housing forecasts and emergency services allocations.

## **9.3 Housekeeping By-law Amendment**

Tracey Atkinson and Roseann Knechtel presented the proposed amendments to the Township's Zoning By-law.

Public comment was received from Cheryl Russel who thanked staff for their housekeeping efforts.

**Moved by Cunningham and Seconded by Clark**

THAT Council adjourns the public meeting and returns to the regular meeting at 12:47 p.m.

**CARRIED.**

Council recessed at 12:48 p.m. and returned at 1:32 p.m.

**10. REPORTS FOR DECISION**

**10.1 Cheque Signing Policy**

**Moved by Lyon and Seconded by Cunningham**

THAT Council approve the cheque signing policy as presented.

**CARRIED.**

**10.2 Health and Safety Program Support**

Discussion ensued on potential savings and programs offered through WSIB.

**Moved by Lyon and Seconded by Cunningham**

THAT Council direct staff to give notice to the County of Dufferin that the Township of Mulmur will be internalizing their Health and Safety program and are no longer in need of the upper tier staff support, effective May 31, 2024;

AND THAT Council direct staff to join the Workplace and Insurance Board Health and Safety Excellence program and bring forward an implementation progress report at a future Council meeting.

**CARRIED.**

**10.3 NDCC Fundraising Structure**

Discussion ensued on the terms of reference, per diems and reporting requirements. Direction was given to staff to amend the draft terms of reference to include end terms, vision and mission.

**Moved by Clark and Seconded by Cunningham**

THAT Council approve the NDCC Fundraising Structure and Terms of Reference;

AND FURTHER THAT the selection of community members for a campaign cabinet and fundraising task-force be considered in Closed Session.

**CARRIED.**

**10.4 Committee and Board Council Appointments**

Discussion ensued on Council member availability and committee interests.

Mayor Horner and Councillor Cunningham declared a pecuniary interest and left the room.

A recorded vote was requested by Councillor Clark.

**Moved by Lyon and Seconded by Clark**

THAT Council appoint the following Council members to sit on the various boards, committees and groups for the remaining term of Council:

- North Dufferin Community Centre Campaign Cabinet (1): Mayor Horner (Alternate: Councillor Cunningham) with no per diems
- Mulmur-Mono-Melancthon Police Services Board (1): Councillor Cunningham
- Economic Development Committee (1): Councillor Lyon
- Headwaters Collaborative Steering Group (1): Mayor Horner
- Mansfield Parks Committee (1): Councillor Cunningham
- Mulmur-Melancthon Fire Board (2): Deputy Mayor Hawkins / Councillor Lyon
- Nottawasaga Valley Conservation Authority (1): Councillor Clark
- Ontario Climate Caucus (1): Councillor Clark
- Provincial Offences (1): Councillor Lyon
- Rosemont District Fire Board (2): Deputy Mayor Hawkins / Councillor Clark
- Shelburne & District Fire Board (2): Deputy Mayor Hawkins / Mayor Horner
- Shelburne Library Board (1): Councillor Clark

**CARRIED.**

**Mayor Horner**  
**Deputy Mayor Hawkins**  
**Councillor Clark**  
**Councillor Cunningham**  
**Councillor Lyon**

<u><b>YAY</b></u>	<u><b>NAY</b></u>
Declared Pecuniary Interest	
Y	
	N
Declared Pecuniary Interest	
Y	

**CARRIED.**

Direction was given to the Clerk to provide note in the minutes that Councillor Clark's vote against the above motion was with respect to per diems.

Mayor Horner and Councillor Cunningham returned to the room.

#### **11.0 COMMITTEE MINUTES AND REPORTS**

- 11.1 Dufferin County Fire Chief Meeting Notes: February 13, 2024**
- 11.2 Shelburne Public Library Board Minutes: February 20, 2024**
- 11.3 Ontario Climate Caucus Meeting Notes: March 2024**
- 11.4 Dufferin County Council Minutes: March 14, 2024**
- 11.5 Shelburne District Fire Board Minutes: March 18, 2024**
- 11.6 Mansfield Parks Advisory Committee Minutes: March 21, 2024**
- 11.7 Dufferin County Council Minutes: April 11, 2024**
- 11.8 Economic Development Committee Minutes: April 17, 2024**
- 11.9 Mansfield Parks Advisory Committee Minutes: April 23, 2024**

**Moved by Cunningham and Seconded by Hawkins**

THAT Council receives the Committee Minutes copied and circulated.

**CARRIED.**

#### **12.0 REPORTS FOR INFORMATION**

- 12.1 1<sup>st</sup> QTR Planning Report**
- 12.2 1<sup>st</sup> QTR Financials**
- 12.3 2023 Annual Statement of Development Charge Reserve Funds**
- 12.4 Emergency Preparedness Funding Opportunities**
- 12.5 User Fee By-law**
- 12.6 Traffic By-law Amendment**
- 12.7 Spring Town Hall Poster**
- 12.8 Strategic Plan (Second Draft)**
- 12.9 2019-2024 Strategic Plan Achievements**
- 12.10 OPA #5 Notice of Decision**
- 12.11 County of Dufferin Notice of Adoption OPA #4**
- 12.12 Green Development Standards Info Slides**
- 12.13 Watson & Associates: Assessment of Bill 185, Cutting Red Tape to Build More Homes Act, 2024 and the Proposed Provincial Planning Statement, 2024**
- 12.14 NVCA Board Meeting Highlights: March 2024**
- 12.15 Emergency Management Ontario Correspondence**
- 12.16 Upper Grand District School Board: Long Term Accommodation Plan**

**Moved by Cunningham and Seconded by Lyon**

THAT Council receives the information items as copied.

**CARRIED.**

### **13.0 ENDORSEABLE MOTIONS**

**13.1 Town of Goderich: Phase-out of Water Well Testing**

**13.2 Township of Clearview: Bill C-63**

**13.3 Town of Fort Erie: Ontario Heritage Act**

**13.4 Hastings County: Sustainable Infrastructure Funding for Small Rural Municipalities**

**13.5 The City of Brantford: Home Heating Sustainability**

**13.6 Town of Shelburne: Eradicate Islamophobia and Antisemitism**

**13.7 Municipality of Huron Shores: Resume Assessment Cycle**

**Moved by Clark and Seconded by Cunningham**

THAT the following items be endorsed: 13.1, 13.3, 13.4 and 13.7.

**CARRIED.**

Council recessed at 3:30 p.m. and returned at 3:37 p.m.

### **14.0 CLOSED SESSION**

**Moved by Cunningham and Seconded by Lyon**

THAT Council adjourn to closed session at 3:37 p.m. pursuant to Section 239 of the Municipal Act, 2001 as amended for one (1) matter relating to personal matters about an identifiable individual, including municipal or local board employee and one (1) matter related to advice that is subject to solicitor-client privilege, including communications necessary for that purpose under section 239(2)(b)(f).

**CARRIED.**

**14.1 Board and Committee Appointments**

**14.2 By-law Enforcement**

**Moved by Cunningham and Seconded by Hawkins**

THAT Council do rise out of closed session into open session at 4:53 p.m. with the following motion:

THAT Council appoint Cheryl Russel as the Committee Representative on the Mulmur-Mono-Melancthon Police Service Board;

AND THAT Krista Harley be appointed to the Mansfield Parks Advisory Committee;

AND THAT Council direct staff to extend invitations for the NDCC Campaign Cabinet and NDCC Fundraising Task Force as discussed;

AND FURTHER THAT staff to directed to proceed with by-law enforcement as discussed.

**CARRIED.**

**15.0 ITEMS FOR FUTURE MEETINGS**

- 15.1 Arena Funding Formula and User Fees (June 2024)**
- 15.2 Mono-Mulmur Townline Parking (June 2024)**
- 15.3 Council Meeting Recordings Pilot Program Results (June 2024)**
- 15.4 Fire Department Analysis (June 2024)**
- 15.5 Recreational Trailers and Property By-law Infractions (June 2024)**
- 15.6 Community Grant Application Form (July 2024)**

**16.0 PASSING OF BY-LAWS**

- 16.1 User Fee By-law**
- 16.2 Traffic By-law Amendment**
- 16.3 Zoning Housekeeping By-law**
- 16.4 Confirmatory By-Law**

**Moved by Hawkins and Seconded by Lyon**

THAT By-Laws 16.1 to 16.4 be approved.

**CARRIED.**

**17.0 ADJOURNMENT**

**Moved by Cunningham and Seconded by Lyon**

THAT Council adjourns the meeting at 4:56 p.m. to meet again on May 4, 2024 for the Spring Townhall Meeting and June 5, 2024 for the next regular meeting of Council, or at the call of the Chair.

**CARRIED.**

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**MAYOR**

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**CLERK**



### DELEGATION REQUEST

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

#### PLEASE PRINT

COUNCIL/COMMITTEE: Township of Mulmur  
DATE: June 5, 2024  
SUBJECT: Parkland Dedication Fee

NAME: Peter Domes  
ADDRESS: 676 350 Centre Road.  
Shelburne, ONTARIO

PHONE: HOME: \_\_\_\_\_ BUSINESS: NA  
EMAIL ADDRESS: \_\_\_\_\_

NAME OF GROUP OR PERSON(S) BEING REPRESENTED: (if applicable)  
\_\_\_\_\_

#### BRIEF STATEMENT OF ISSUE OR PURPOSE OF DEPUTATION:

*Discuss waiving Parkland Dedication Fee for multiple reasons.*

Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended.

Submission of this form does not automatically guarantee a deputation. Questions about this collection should be directed to Tracey Atkinson (705) 466 3341, [clerk@mulmur.ca](mailto:clerk@mulmur.ca)





## STAFF REPORT

**TO:** Council  
**FROM:** Roseann Knechtel, Clerk  
**MEETING DATE:** June 5, 2024  
**SUBJECT:** Council Meeting Recordings Pilot Program Results

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### PURPOSE:

To advise Council of the results of the 6-month pilot program to publicly post Council meeting recordings.

### BACKGROUND:

At the meeting on November 1, 2023 Council passed the following motion:

#### **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.

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

**CARRIED.**

As a result, meeting recordings have been publicly posted for the last 6 months on the Township website and promoted on the Township's communication channels. Posting recordings on the Township website, ensured that recordings, agendas, meeting materials and minutes were all being made available in the same location.

### ANALYSIS:

MONTH	# OF VIEWS	AVG. VIEWING TIME	REMOVAL
December 2023	8	20 mins.	April 4, 2024
January 2024	2	29 mins.	April 4, 2024
February 2024	UNABLE TO POST DUE TO RECORDING DIFFICULTIES		
March 2024	8	38 mins.	May 2, 2024
April 2024	12	57 mins.	Scheduled for June 6
May 2024	3	65 mins.	Scheduled for July 4

Staff time required to post Council meeting recordings on the Township website is minimal.

Storage within the Township's Zoom account is limited. As such, meeting recordings are only accessible online as storage permits, at which time they are removed from the website and replaced with the most recent meeting recording. Recordings were generally made available on the website for a two-month period. The purchase of additional Zoom cloud storage would be required to allow for longer posting lengths.

Additional comments and concerns received each meeting include:

**December 13, 2023**

- Private addresses provided in conjunction with names being recorded and posted.
- Comments from public related to insurance claims which may impact insurance coverage and liability.
- Incoming cell phone calls announcing incoming caller name.
- Recording stopped during breaks, but those online still could hear discussions in the chamber.

**February 7, 2024**

- Technical error where meeting recording did not save. Recording unable to post.

**March 6, 2024**

- Confusion between public and staff comments led to misquote in newspaper as recording does not show audience and viewers are unable to distinguish between comments from staff and comments from the public.
- Information regarding a staff members family member was shared
- Verbatim quotes and information taken out of context resulted in residents with concerns due to misunderstanding and only hearing a portion of the recording.

April 3, 2024

- Another municipality called seeking information that was not available, but was unclear due to recording.

**STRATEGIC PLAN ALIGNMENT:**

2. Growing a Connected Mulmur: Communication with and social connectivity within the Mulmur community.

**FINANCIAL IMPACTS:**

N/A

**ENVIRONMENTAL IMPACTS:**

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

**RECOMMENDATION:**

That Council approve/discontinue the posting of Council meeting recordings.

**Submitted by: Roseann Knechtel, Clerk**

**Approved by: Tracey Atkinson, CAO**



### **Staff Report**

**To:** Council  
**From:** Roseann Knechtel, Clerk  
Chris Wolnik, Director of Infrastructure  
**Meeting Date:** June 5, 2024  
**Subject:** River Road/20 Sideroad Street Art

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#### **Purpose:**

To seek direction from Council regarding locations for 2024 Street Art on River Road and 20 Sideroad.

#### **Background:**

In October 2023 Council reviewed various traffic calming measures and noise impacts along River Road / 20 Sideroad and passed the following motion:

#### **Moved by Cunningham and Seconded by Lyon**

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, and Bruce Crawford, Roads Supervisor, Traffic Calming Measures - Terra Nova & River Road;

AND THAT Council approve the phased approach to traffic/noise management in Terra Nova & River Road with phase one being implemented as part of the 2024 budget.

AND FURTHER THAT staff be directed to circulate a questionnaire to Terra Nova and River Road residents on additional traffic control measures.  
**CARRIED.**

Survey results were presented to Council in February 2024. Mixed results were obtained from the survey with many respondents (35%) seeking other measures to tackle traffic issues including OPP enforcement, speed reduction and photo radar.

#### **Analysis:**

The Township sought community involvement for phase one through art submissions. Following submissions the following locations and art are being suggested.

- Mulmur-Melancthon Boundary – Open. No submission to date.
- Pine River Institute – Awaiting Submission from School.
- Pine River Fishing Area Parking Lots – Submission #1 Blue Water/Fish
- Bruce Trail Crossing – Pine River Bridge – Submission #2 – Animal Prints
- Bruce Trail Crossing – Kilgorie – Submission #3 Animal Crossing

- Terra Nova East and West Boundaries – Submission #4 Colourful Village
- Airport Road Boundary – Submission #5 – Trilliums

The specialized paint for this unique road marking project is a cold plastic paint, formulated with Methyl Methacrylate (MMA) resin. This road paint product is extremely durable and skid resistance, ensuring optimal safety in all types of traffic zones. With a drying time of 30 minutes there would be limited impact to traffic during the installation process. No specialized equipment will be required to apply the paint.

Pre and post monitoring of traffic data at the six installations of street art will be conducted by the Public Works team using existing, in-house, radar recording equipment.

### **Strategic Plan Alignment:**

3. Growing a supportive Mulmur.

### **Financial Impacts:**

In discussions with the paint supplier the approximate cost for the proposed designs in all six allocations would be approximately \$ 4500. Other supplies such as paint brushes, stencil materials, clean-up supplies are expected to be approximately \$ 500.

We will be leveraging the time of the artists to place their art on the roadway. The Public Works team will support the volunteers by providing traffic control, painting, clean-up and monitoring. Approximately 25 hours of staff time would be allocated for those tasks.

### **Environmental Impacts:**

Lower speeds correlate to lower pollutant levels. Largely because air resistance increases exponentially at higher speeds, reducing a vehicle's fuel efficiency and generating more pollution per kilometre. (Natural Resources Canada)

### **Recommendation:**

That Council approve the street art locations identified herein.

**Submitted by: Roseann Knechtel, Clerk & Chris Wolnik, Director of Infrastructure**

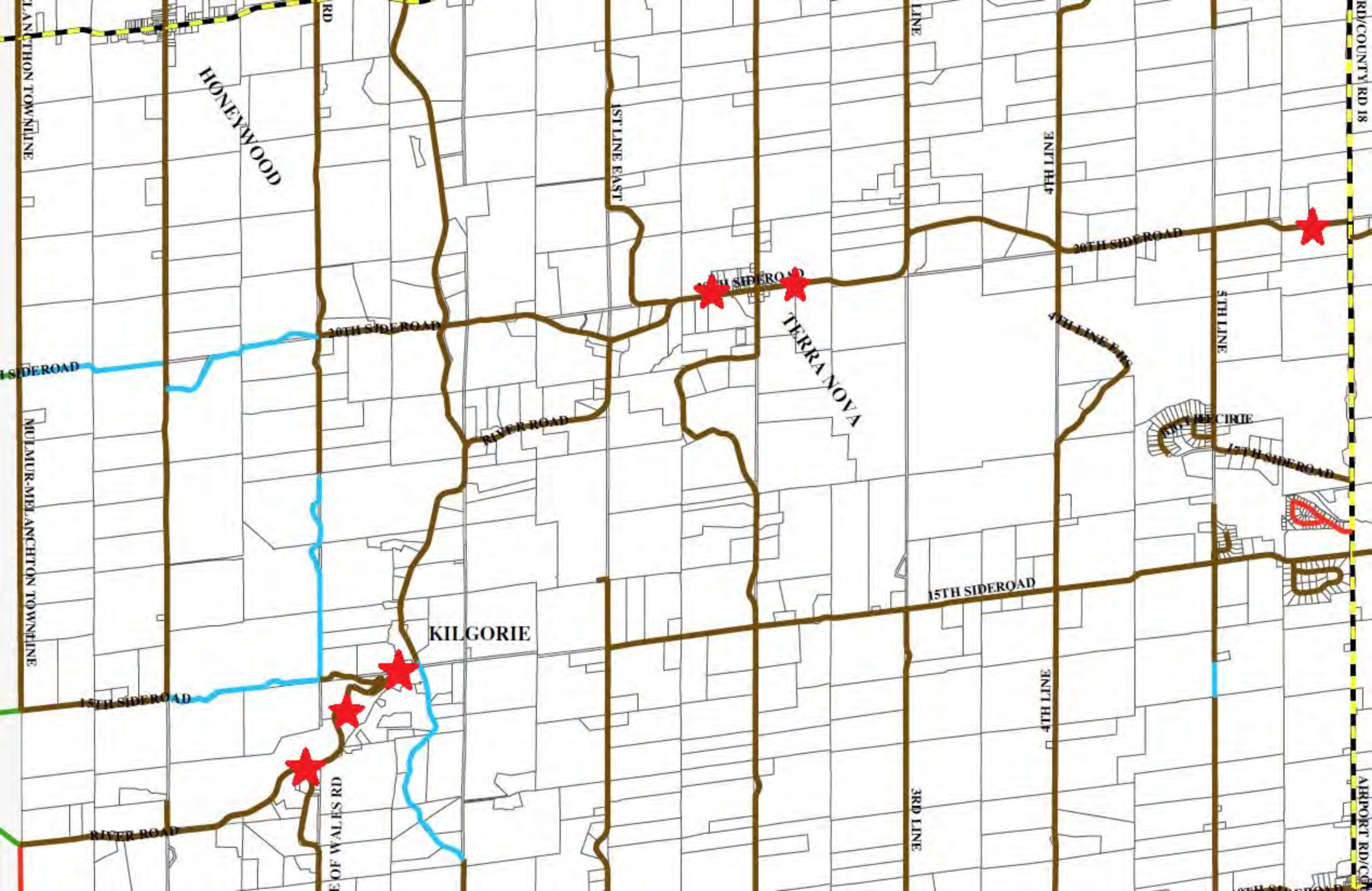
**Approved by: Tracey Atkinson, CAO**

Schedule A – Street Art Locations

Schedule B – Artwork Submissions

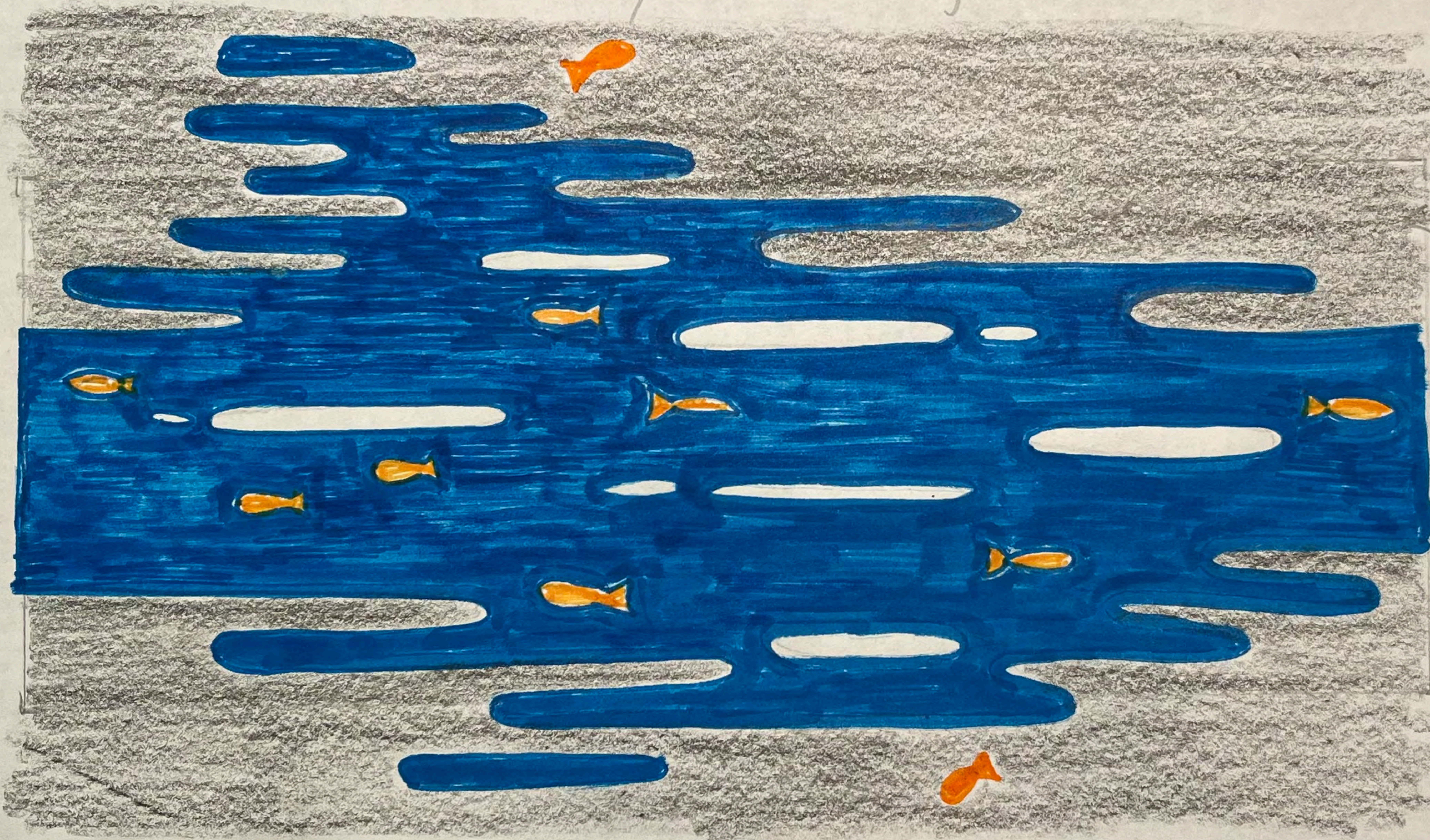
Schedule C – October 2023 Traffic Report







# Pine River / BTC - Kilgore



← pavement

the white  
on the water  
represents  
movement  
in the water



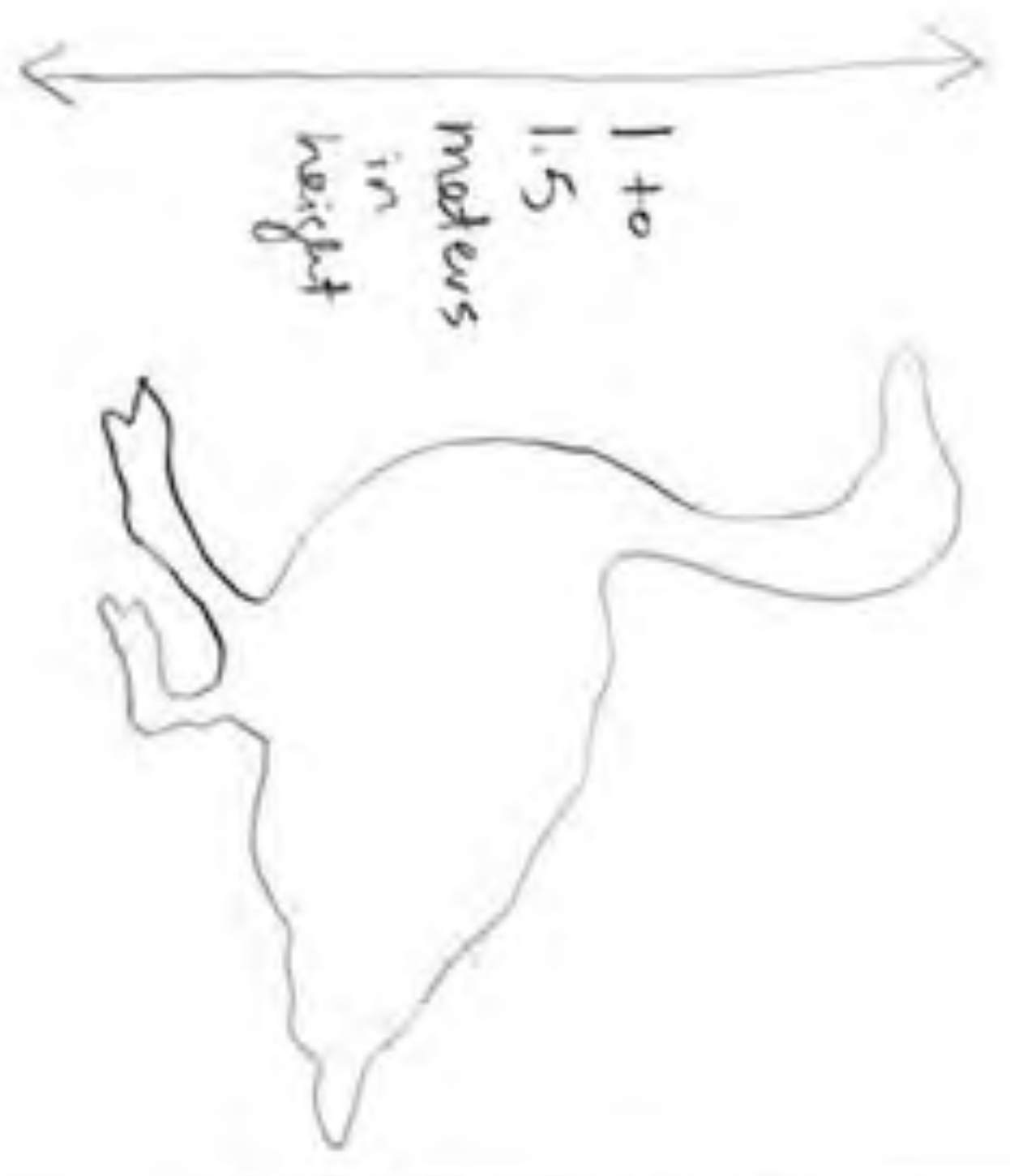




\* Pine River  
fishing area,  
location closest to  
Hornings Mills



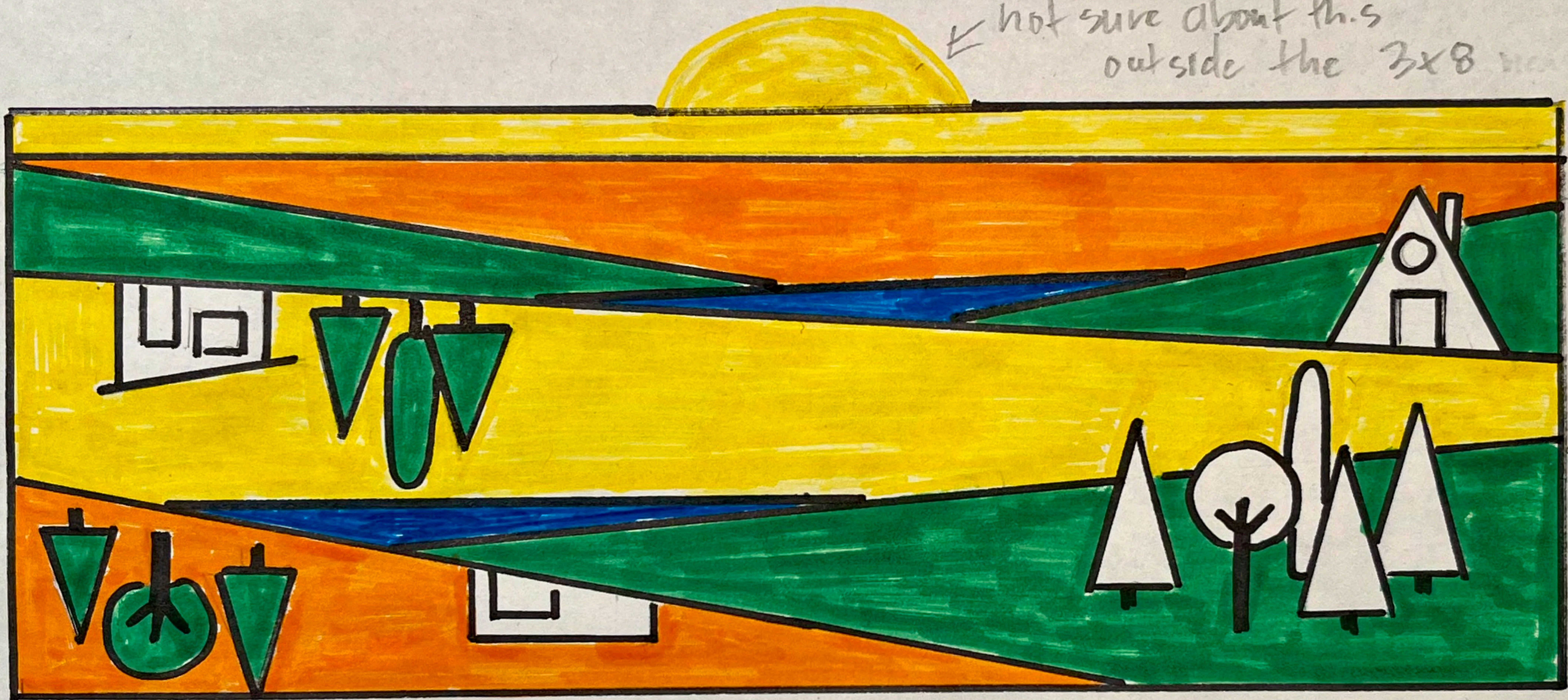
- white paint only
- bold / grey/blue



measurement depends on width of road



← not sure about this  
outside the 3x8



← the blk lines  
is the pavement?  
not sure how  
it will translate  
open to changes  
in colour  
choices



Brue Trail / Terra Nova







## **STAFF REPORT**

**TO:** Council  
**FROM:** Roseann Knechtel, Deputy Clerk  
Bruce Crawford, Roads Supervisor  
**MEETING DATE:** September 6, 2023  
**SUBJECT:** Traffic Calming Measures – Terra Nova & River Road

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### **PURPOSE:**

The purpose of this report is to present Council with options for addressing traffic concerns in Terra Nova.

### **BACKGROUND:**

The Township received a request for the installation of speed bumps in Terra Nova on June 7, 2023 and passed the following motion:

**Moved by Cunningham and Seconded by Lyon**

THAT Council receives the information items as copied;

AND THAT Council direct staff to report back on the volume and speed at the intersection of 20 Sideroad and 2<sup>nd</sup> Line EHS.

**CARRIED.**

Additional complaints surrounding noise and speed on River Road have since been received.

### **SPEED ANALYSIS:**

The Township's traffic counter was installed to monitor traffic and speed on 20 Sideroad from June 4-19, 2023. The data was then sent to the OPP for enforcement action.

OPP installed their Black Cat from July 28-August 2, 2023 as well as conducted patrols. Data collected from the Black Cat showed 8.2% of all traffic captured were travelling above the posted speed limit. OPP apply percentages at this level an enforcement rating of low. OPP did not find any violations during their physical enforcement. Additional information from OPP enforcement can be found in Schedule A.

In consultation with the OPP a phased approach to traffic/noise management is being recommended to address resident concerns. Each phase would be evaluated on its effectiveness annually. If upon evaluation of a phase, it is found that concerns are addressed, the Township would not need to move onto the next phase.

### **Phase One – Line Painting / Street Art**

Line painting/street art can be considered as a viable low-cost alternative to physical traffic calming materials. Painting provides greater flexibility, has no adverse effects on draining, noise, public works maintenance or emergency services, and provides flexibility to meet future directions of the Township. Repainting/Touch ups would be required every 1-3 years depending on vandalism and physical deterioration.

Line Painting could be applied throughout River Road as well as within the village of Terra Nova. Possible options include areas of Bruce Trail crossings, the Township boundary line, Pine River Foundation school crossing, within the hamlets of Terra Nova and Kilgorie, and in advance of sharp bends or straight aways. This option also provides flexibility for community led initiatives, Township beautification and can contribute towards Mulmur's goal of developing into a Garden Township.



## **Phase Two – Stop Signs**

The Ontario Traffic Manual (OTM) provides guidance and promote uniformity of treatment in design and application of operational traffic control devices consistent with the intent of the Highway Traffic Act, including the use of regulatory signs such as stop signs. OTM Book 5 states the purpose of stop signs are to clearly assign right-of-way between vehicles and are not to be used as speed control devices.

Stop signs would be located at the main intersection of Terra Nova (2<sup>nd</sup> Line East & 20 Sideroad) to create a 4-way stop. This measure would contribute additional noise to the neighbourhood as vehicles will be required to stop and accelerate in the middle of the village.



## **Phase Three – Installation of Physical Traffic Calming Materials**

**Speed Bump Option:** Installation of speed bumps would be seasonal to accommodate snow removal. To avoid vehicles swerving between breaks in the speed bump, a single bump spanning should to shoulder would need to be installed in order to be successful. OPP recommend speed bumps only be installed in urban areas. The installation of speed bumps will contribute to the noise pollution in the village, as vehicles will be slowing down and speeding up at the speed bump locations.



**Ped-Zone/Bollards Option:** These are also seasonal and will be removed during winter months to accommodate snow removal. There are reports that show the bollards may lose their effect after time as drivers become more comfortable with them. Bollards may also have a visual impact on the community.





**Rumble Strips Option:** Rumble strips alert drivers of potential dangers by causing a tactile vibration and audible rumbling. Rumble strips are audible outside a vehicle as well as inside, which means they will contribute additional noise to the neighbourhood. Grooves cut or impressed into the pavement may also accelerate its deterioration.



#### **Phase Four – Automated Speed Enforcement**

Automated Speed Enforcement (ASE) is an automated system that uses a camera and a speed measurement device to detect and capture images of vehicles travelling in excess of the posted speed limit. Installation of ASE devices are currently restricted to community safety zones, being:

- 400 metres east and west of the property known as the Pine River Foundation
- 400 metres east and west of the intersection at the 2nd line east (Terra Nova) on 20 Sideroad
- River Road from Kilgorie to Prince of Wales

#### **STRATEGIC PLAN ALIGNMENT:**

3. Growing a Supportive Mulmur: Providing local services to support the needs of Mulmur residents and businesses.

#### **FINANCIAL IMPACTS:**

**Line Painting:** Approximately \$1,500 in hard costs for paint and supplies depending on the amount of painting desired. A gallon of paint typically covers 150 square feet (15 m<sup>2</sup>).

**Stop Signs:** Approximately \$550 in hard costs for posts and all required signage.

**Speed Bumps:** A single shoulder to shoulder speed bumps with legislated signage - \$3,466.30 (plus HST).

**10 Ped-zone/20 Bollards:** Approximately \$5,523.44 (based on Horning's Mills quote).

**Rumble Strips:** Approximately \$6,500 for two sets of rumble strips.

**Automated Speed Enforcement:** Starting at \$25,000 plus any annual fees as may be required.

**ENVIRONMENTAL IMPACTS:**

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

**RECOMMENDATION:**

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Traffic Calming Measures – Terra Nova;

AND THAT Council approve the phased approach to traffic/noise management in Terra Nova & River Road with Phase One being implemented as part of the 2024 budget.

Respectfully submitted,

*Roseann Knechtel*

Roseann Knechtel, Deputy Clerk

*Bruce Crawford*

Bruce Crawford, Roads Supervisor

Schedule A – OPP Speed Evaluation Terra Nova





March 28, 2024

**Via: Email**

Aaron Todd, District Manager  
Ministry Environment Conservation and Parks  
1 Stone Road, 4th Floor  
Guelph ON N1G 4Y2

Dear Mr. Burdon:

**Re: 2022 2023 Mulmur Landfill Monitoring Report  
ECA A180903  
Project No.: K00360000.2023**

Please find attached a copy of the 2022 and 2023 Monitoring Report (Report) for the Mulmur Landfill Site (Site). The screening checklist is included in the report as Appendix G. The site did not receive any public waste in 2022 or 2023 and Site conditions have been stable over the last few years. The recommendations include continued groundwater level and water quality monitoring and reporting once every two years.

The report recommends that landfill gas monitoring, VOC sampling and residential well sampling be discontinued.

If you have any questions or require additional information, please contact the undersigned at your convenience.

Yours truly,

**R.J. Burnside & Associates Limited**

Kim Hawkes, P.Eng.  
Project Engineer  
KH:rk



Enclosures: 2022 and 2023 Monitoring Report, Mulmur Landfill Site

cc: Tracey Atkinson CAO / Planner, Township of Mulmur (enc.) (Via: Email)  
Chris Wolnik Director of Infrastructure, Township of Mulmur (enc.) (Via: Email)

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22/03/2024 4:46 PM

**2022 & 2023 Monitoring Report  
Township of Mulmur Landfill Site**

**Township of Mulmur  
758070 2nd Line East  
Mulmur ON L9V 0G8**

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

**March 2024  
K00360000.2023**

## Distribution List

No. of Hard Copies	PDF	Email	Organization Name
0	1	Yes	Tracey Atkinson CAO / Planner and Chris Wolnik, Director of Infrastructure, Township of Mulmur

## Record of Revisions

Revision	Date	Description
-	March 28, 2024	Initial Submission to Township of Mulmur
		Final Submission to Township of Mulmur and MECP Guelph District Office

## R.J. Burnside & Associates Limited

### Report Prepared By:

Kim Hawkes, P. Eng.  
Project Engineer  
KH/CF:rk



### Report Reviewed By:

Caitlin Fergusson, P.Eng.  
Project Engineer



**Table of Contents**

<b>1.0</b>	<b>Introduction .....</b>	<b>1</b>
1.1	Site Description .....	1
1.2	Monitoring History .....	1
1.3	MECP Correspondence .....	2
1.3.1	MECP Comments .....	2
1.3.2	MECP Inspection Report .....	2
1.4	Study Objectives .....	2
<b>2.0</b>	<b>Site Operations .....</b>	<b>3</b>
2.1	Historical Site Operations .....	3
2.2	2022 and 2023 Site Operations .....	3
2.3	Rate of Fill .....	3
2.4	Site Future / Closure .....	4
<b>3.0</b>	<b>Study Methods .....</b>	<b>5</b>
3.1	Monitoring Well Details .....	5
3.2	Water Level Monitoring .....	6
3.3	Groundwater and Surface Water Sampling .....	6
<b>4.0</b>	<b>Physical Setting .....</b>	<b>7</b>
4.1	Topography and Drainage .....	7
4.2	Geology .....	7
4.3	Quality Assurance / Quality Control .....	8
<b>5.0</b>	<b>Groundwater Flow .....</b>	<b>10</b>
<b>6.0</b>	<b>Water Quality .....</b>	<b>11</b>
6.1	Groundwater Quality .....	11
6.1.1	OW1 and OW3D .....	11
6.1.2	OW4 .....	11
6.1.3	OW5 .....	12
6.1.4	Groundwater Quality Summary .....	12
6.1.5	Volatile Organic Compounds .....	13
6.2	Surface Water .....	13
<b>7.0</b>	<b>Landfill Impact Assessment .....</b>	<b>14</b>
7.1	Landfill Gas .....	15
<b>8.0</b>	<b>Conclusions .....</b>	<b>17</b>
<b>9.0</b>	<b>Recommendations .....</b>	<b>18</b>
<b>10.0</b>	<b>References .....</b>	<b>19</b>

## **Tables**

- Table 1: Monitoring Well Construction Details
- Table 2: Static Water Levels
- Table 3: Groundwater Chemistry – General Inorganics and Metals
- Table 4: Groundwater Chemistry – VOCs
- Table 5: Surface Water Chemistry – Inorganics
- Table 6: Reasonable Use Assessment
- Table 7: Methane Concentrations

## **Figures**

- Figure 1: Site Location Map
- Figure 2: Regional Plan
- Figure 3: Site Plan
- Figure 4: Cross Section A-A'
- Figure 5: Cross Section B-B'
- Figure 6: 2020 Groundwater Flow
- Figure 7: 2021 Groundwater Flow
- Figure 8: Water Level Trends
- Figure 9: 2020 Chloride Concentration
- Figure 10: 2021 Chloride Concentration
- Figure 11: Chloride Trends
- Figure 12: Hardness Trends
- Figure 13: Magnesium Trends
- Figure 14: Sulphate Trends

## **Appendices**

- Appendix A Supporting Documentation
  - Appendix A-1 Approvals
  - Appendix A-2 Correspondence  
(no MECP correspondence was received during the 2022 / 2023 reporting period)
- Appendix B Borehole Logs
- Appendix C Laboratory Certificates of Analysis
- Appendix D Field Data
- Appendix E Site Photographs
- Appendix F Trend Analysis
- Appendix G: Monitoring and Screening Checklist

## **Disclaimer**

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## 1.0 Introduction

### 1.1 Site Description

The Township of Mulmur Landfill Site (Site) is in a remote area south of the hamlet of Terra Nova on the east side of the 2nd Line EHS (East of Hurontario Street) on Part of Lot 18, Concession 2 EHS, Township of Mulmur, Dufferin County (refer to Figures 1 and 2 for Site Location and Regional Setting). The Site has been closed to the public since January 2013 when Dufferin County took over the waste management responsibilities from the lower tier municipalities including the Township of Mulmur (Township). The Township, however, maintains the Site for its own waste disposal needs although only a minimal amount of waste was placed during this reporting period, in 2022 or 2023. The Site operated as a municipal waste landfill since at least 1980 and stopped receiving waste from the public on January 1, 2013.

While in operation, the Site received domestic waste from the Township of Mulmur serving a population of approximately 3,571 based on 2021 Statistics Canada data<sup>1</sup>. The landfill is licensed under Certificate of Approval A180903 dated August 14, 1980, with 4 ha designated for waste disposal within a total approved Site area of 13.8 ha (Appendix A-1). The waste occupies approximately 1.8 ha of the approved fill area therefore, the Site was closed to the public with significant remaining Site capacity. Based on the Ministry of Natural Resources (MNR) base mapping, there are three residences located approximately 500 m southwest of the Site. Their locations are shown in Figure 3. The Site is bounded to the east by the un-opened concession road allowance (2nd Line EHS). Further to the east is predominately woodland. To the north, the Site is bounded by vacant land owned by the Township. The Site is bounded by 2nd Line East to the west. To the south, the Site pinches to a point where 2nd Line East separates from the un-opened portion of the road allowance. Recent Site conditions are documented in photographs, taken during the September 2023 field visit, presented in Appendix E.

### 1.2 Monitoring History

At the request of the Ministry of the Environment, Conservation and Parks (MECP), the Township initiated a groundwater monitoring program at the Site in 1999. As a result, R.J. Burnside & Associates Limited (Burnside) was retained by the Township to complete a hydrogeological investigation of the Site.

---

<sup>1</sup>Accessed Statistics Canada Website on November 1, 2023: <https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/details/page.cfm?Lang=E&SearchText=Mulmur&DGUIDlist=2021A00053522016&GENDERlist=1,2,3&STATISTIClist=1&HEADERlist=0>



2022 & 2023 Monitoring Report  
March 2024

Six wells were drilled at four locations as shown on the Site Plan (Figure 3) to monitor groundwater conditions. The soil conditions were documented, groundwater levels were measured, and groundwater quality was tested to define the hydrogeological setting and assess groundwater impacts in the subsurface. Details were originally presented in the 1999 Annual Monitoring Report.

In 2008, Burnside prepared a Development, Operation, and Maintenance Plan (D&O Plan) for the Site. Section 5 of the D&O Plan outlines a monitoring program that includes the collection of landfill gas measurements, groundwater levels, and if possible, groundwater quality samples twice annually in the spring and fall. Monitoring locations include OW1, OW2S, OW2D, OW3S, OW3D, OW4 and OW5. Reports are to be submitted once every two years unless conditions warrant interim assessment or reporting.

Groundwater monitoring continues twice annually with report submission occurring biennially. This report is for 2022 and 2023.

### **1.3 MECP Correspondence**

#### **1.3.1 MECP Comments**

The Township has not received any correspondence with the MECP during this 2022 and 2023 reporting period (email from Bruce Crawford, Township of Mulmur, November 15, 2023).

#### **1.3.2 MECP Inspection Report**

The MECP last inspected the Site on May 29, 2013, and October 9, 2013, and comments were addressed in the 2014 / 2015 report. Burnside is not aware of any MECP inspections undertaken at the Site during this 2022 and 2023 reporting period (email from Bruce Crawford, Township of Mulmur, November 15, 2023).

### **1.4 Study Objectives**

The purpose of the monitoring program is to assess the environmental impacts of the Site, more specifically, the impact of landfilling on groundwater quality in accordance with Reasonable Use Policy Guideline B-7 (RUP).

## **2.0 Site Operations**

### **2.1 Historical Site Operations**

In January of 2003, the Township hired Davis Construction to prepare a fill cell designated Cell 1. This work involved excavation of a waste cell, construction of an access road and a noise / visual mitigation berm in the vicinity of the previous access road. These features are shown on Figure 3. Cell 1 was built to the south of the previous waste filling area. Filling in Cell 1 began in May 2003. Township staff excavated portions of the base of Cell 1 for use as cover for ongoing operations.

### **2.2 2022 and 2023 Site Operations**

The Site was closed to the public on January 1, 2013. The Township maintains the Site for its own purposes, occasionally making use of the remaining capacity. Approximately 500 tonnes of Vacuum Truck material (primarily soil / vegetation) from fibre optic cable installations throughout the Township was placed at the Site in 2022 and 2023. The Site was documented as being reasonably well-maintained during Burnside field visits conducted on May 26, 2022, September 21, 2022, April 20, 2023, and October 11, 2023 (refer to photographs in Appendix E). The Township intends to continue using local and stockpiled soil as cover and for maintenance of erosion prone areas.

Stockpiles of tires, bricks and concrete remain near OW2 although some of the tires were removed by a licensed contractor in 2015. The area has become overgrown with vegetation. The Site no longer accepts tires, and the Township will eventually have them all removed by a registered hauler.

There are currently no buildings on the Site.

The Township has not received any complaints regarding the Site for the 2022 and 2023 reporting period (email from Bruce Crawford, Township of Mulmur, November 15, 2023).

Operational records are on file at the Township office.

### **2.3 Rate of Fill**

Site topographic surveys were routinely completed to estimate the rate at which fill was placed until the Site was closed to the public in 2013. The waste fill area survey data is presented below:

Survey Date	Total Site Volume	Survey Date	Annual Fill Rate Between Survey Dates (m <sup>3</sup> /year)	Remaining Capacity
December 4, 2009	91,531	March 28, 2011	3,314	352,169
March 28, 2011	95,880	December 2, 2011	3,813	347,820
December 2, 2011	98,481	February 4, 2013	3,861	345,219
February 4, 2013	103,029	--	--	340,671

Survey Date	Annual Fill Rate between Survey Dates (m <sup>3</sup> /year)	Total Site Volume	Remaining Capacity
December 4, 2009	-	91,531	352,169
March 28, 2011	3,314	95,880	347,820
December 2, 2011	3,813	98,481	345,219
February 4, 2013	3,861	103,029	340,671

The estimated capacity of the Site is approximately 443,700 m<sup>3</sup> (Burnside, December 2008). As of the latest survey (February 4, 2013), it is estimated that the Site contains 103,029 m<sup>3</sup> of waste and cover. Subtracting the fill volume from the Site capacity provides a remaining Site capacity estimate of 340,671 m<sup>3</sup>. No appreciable volume of waste has been deposited since 2013.

## 2.4 Site Future / Closure

The County of Dufferin took over responsibility for waste collection and disposal in the Township of Mulmur which resulted in closure of the Site to the public on January 1, 2013.

When the Site is no longer used by the Township for its own disposal purposes, a formal Closure Plan will be required for the Site in accordance with the Environmental Protection Act and MECP Guidelines. When it is deemed appropriate, the early preparation of a Closure Plan can help the Township minimize closure and post-closure care costs through identification of future (until closure) fill areas, grading requirements and cover placement requirements. With a Closure Plan in hand, the Township can begin closure efforts using their own equipment in areas that will see no further waste filling. This will reduce construction costs and is likely to reduce the potential for future maintenance and environmental liabilities. The Township has no immediate plans to change the operations or the status of the Site.

### 3.0 Study Methods

#### 3.1 Monitoring Well Details

Six monitoring wells were installed at four locations at the Site in 1999. Two wells were installed at locations OW2 and OW3. The shallow wells are designated with the postscript "S" (i.e., OW2S and OW3S) and the deeper wells are designated with the postscript "D" (i.e., OW2D and OW3D). An additional well, OW5 was drilled in May 2001 to supplement the monitoring network. The location of OW5 was selected to monitor groundwater quality downgradient of the Site given that OW2 had historically been dry. The topography around the Site is very hilly with dense tree cover, therefore access directly downgradient of the fill area is limited. OW5 was therefore positioned at the most feasible downgradient location. The monitoring wells are located as follows:

- OW1 is a deep overburden well located upgradient of the waste disposal area. The borehole was terminated at the overburden-bedrock contact and is a background well.
- OW2D/S are deep and shallow overburden wells downgradient of the waste disposal area.
- OW3D/S are deep and shallow overburden wells located adjacent to the waste disposal area near 2nd Line EHS.
- OW4 is a deep overburden well located transgradient / downgradient of the waste disposal area near the edge of the fill.
- OW5 is a deep overburden well located downgradient of the waste disposal area.

The wells consist of a 51 mm ID (2 in.) polyvinyl chloride (PVC), No. 10 slot well screen and riser pipe. Silica sand was placed around the screened interval then a seal was placed above the sand pack using bentonite hole plug. Bentonite grout was then used to fill the annulus of the borehole around the pipe above the seal. Each well was completed with a locked, protective steel casing / monument cemented into place. Well construction details are presented on the borehole logs in Appendix B and summarized in Table 2.

In 1999, a landfill gas monitoring probe (well) designated GP1 was installed near the former Site office location at a depth of 2.4 m below ground level (bgl) to monitor landfill gas. This gas probe was completely excavated (destroyed) in 2003 as part of the Site's ongoing operations. Historical records for this gas probe indicate that landfill gas had not been a concern, probably due to the use of sandy soils for daily cover which allows for rapid gas movement out of the waste. Without any on Site buildings to monitor, a gas monitoring probe (GP1) is not needed.

There are no nearby residential water wells located downgradient of the Site. The D&O Plan does not require residential water quality sampling. The closest residential well informally added to the monitoring program in 2007 to collect background data, even

though the residence is located upgradient of the Site on the west side of 2nd Line approximately 270 m from the edge of the Site (Figure 2). Given the long history of water quality data results that demonstrate no landfill impacts and its upgradient position relative to the landfill, sampling of the upgradient residential well will be discontinued.

### **3.2 Water Level Monitoring**

Water levels were measured in the observation wells on May 26, 2022, September 21, 2022, April 20, 2023, and October 11, 2023, by Burnside staff. All water levels collected to date are summarized in Table 2 and data for 2022 and 2023 is illustrated in Figures 6 and 7 respectively.

### **3.3 Groundwater and Surface Water Sampling**

Groundwater quality samples were collected by Burnside staff on May 26, 2022, September 21, 2022, April 20, 2023, and October 11, 2023. When possible, three casing volumes of water were purged from each well to ensure representative groundwater samples were collected. The groundwater samples were filtered in the field using Waterra™ in-line filters. Field data were collected including methane gas levels, water levels, pH, conductivity, total dissolved solids, and temperature. Field data are presented in Appendix D. The water quality samples were submitted to AGAT Laboratories Inc. (AGAT) for chemical analysis of general inorganic chemistry, metals, and volatile organic compounds (VOCs). Laboratory Certificates of Analysis are presented in Appendix C.

Standing surface water was historically noted at two locations: SW1 (near the centre of the waste fill area) and SW (in a gully south of the waste west of OW1). No surface water has been noted on site since 2013. Historical surface water data are presented in Table 5 and the locations are shown on Figure 3.

## **4.0 Physical Setting**

### **4.1 Topography and Drainage**

The Niagara Escarpment divides the Township of Mulmur into two main physiographic regions. Overburden in the western portion of the Township consists of thin drift, and to the east of the escarpment lays a plain of thick drift cover. Glacial and glaciofluvial activity of the Late Wisconsinan Stage of the Pleistocene Epoch in the area resulted in the deposition of this overburden material.

During the last glacial advancement, large amounts of fine-grained sediments were also deposited in an extensive outwash plain in the east-central portion of the Township. These deposits consist of a surface unit of silty, medium sand 2 m to 10 m thick that overlies thick deposits of interbedded sand, gravel, silt, and till.

The topography of the Site and surrounding area is hilly. The Pine River is located approximately 800 m north of the Site and flows north-easterly. A tributary of the Pine River is located approximately 500 m west of the Site flowing northerly (Figure 3). No surface water discharge features were identified on Site. Site surface water ponding was last noted in a low lying area southwest of OW1 in September 2013.

### **4.2 Geology**

The Quaternary geology of the Dundalk area (Gwyn, 1972) identifies glacial outwash sand deposits for the Site and surrounding areas. The drift thickness is mapped as being greater than 29 m (95 ft.) (Gwyn, 1975(a)) with bedrock encountered at approximately 290 m above sea level (m asl) (Gwyn, 1975(b)). The bedrock in the area is described as Ordovician age Georgian Bay Formation shale.

The overburden conditions encountered at the borehole locations coincide with the geology documented in the literature. Stratified sand deposits ranging from silty sand to sand and gravel were encountered at all borehole locations. Grey shale bedrock was encountered at the bottom of OW1 at a depth of 40 m below ground level (bgl) corresponding to approximately 287 m asl. Inter-bedded sand and gravel was encountered to the drilling completion depth at all other locations. Figures 4 and 5 illustrate the general stratigraphy underlying the Site in cross sectional view. Soil moisture conditions were difficult to assess during drilling given that the PQ diameter coring techniques employed to penetrate the deep sandy deposits required the use of drilling mud.

### 4.3 Quality Assurance / Quality Control

The following measures were taken to ensure that the laboratory chemistry results could be interpreted with confidence:

- The laboratory certificates and Quality Assurance and Quality Control (QA / QC) results are provided in Appendix C.
- Laboratory replicates were performed whereby the same sample was analyzed twice to ensure that the results could be replicated. Laboratory blanks and spikes were also tested in the laboratory to ensure that known concentrations could be determined through the laboratory's analytical procedures. The laboratory blank and spike results are provided on the Laboratory Certificates of Analysis provided in Appendix C. The results were within the required QA / QC range.
- Trip blanks were collected for VOCs and general chemistry with no detections.
- Field duplicate samples were collected as follows:
  - OW1 on May 26, 2022, September 21, 2022, and October 11, 2023
  - OW3D on April 20, 2023
- The original and field duplicate bottles for given parameters were filled one after the other before proceeding to another pair of bottles for other analyses to ensure that the water quality in the duplicate would be as similar as possible to the original sample.
- The original and duplicate samples were not mixed prior to bottling. Water was transferred directly from the dedicated well tubing into the laboratory supplied sample bottles to minimize the potential for sample contamination.
- Field parameters were measured during purging and reviewed to determine whether the purge water quality was stable.

The US EPA criteria recommends that the Relative Percent Difference (RPP) between a sample and its duplicate be less than 30% for water in the laboratory. A 30% difference between the primary and duplicate field samples is used as a guide, however, interpretation of the results requires caution. This is because the uncertainty associated with the reported value increases dramatically when the concentrations approach the reported detection limits (RDL). In the laboratory, the results must be at least five times the MDL for the comparison of duplicate results. For the purposes of Quality Assurance and Quality Control of field samples, Burnside has adopted the approach that duplicate acceptance limits apply only when the average of the duplicate and the primary sample values is greater than five times the RDL.

The QA / QC results are summarized below:

- Laboratory replicates produced similar results suggesting that the results are accurate and precise and can be interpreted with a reasonable level of confidence.
- Field parameters generally stabilized as target purge volumes were achieved.

- The water quality in the sample and the duplicate was typically similar indicating that the result can be interpreted with confidence as shown in Appendix D.
- Only a few parameters had relative percent differences greater than 30%. The concentrations, however, were less than five times the method detection limit and are to be interpreted with caution, as noted above. Only two results (TDS at OW1 on October 11, 2023, and phosphorus at OW1 on September 21, 2022) had relative percent differences greater than 30% and were more than five times the method detection limit.
- It is interpreted that the water quality data can be interpreted with confidence.



## 5.0 Groundwater Flow

Water levels collected to date are summarized in Table 2 and groundwater flow directions are illustrated in Figures 6 and 7 for 2022 and 2023 respectively. Water level trends are presented in Figure 8, showing seasonal fluctuations since 1999.

Groundwater flow patterns have not changed significantly since monitoring began. This is expected in a uniform sandy environment. On occasion OW2S has had a few centimeters of water in it. It is interpreted that groundwater enters the well pipe and collects in the unperforated conical point at the base of the screen. The water level at OW2S (if present) is therefore not interpreted to reflect actual groundwater conditions at this location and is not used to contour groundwater flow. Interpreted groundwater flow is north easterly toward the Pine River.

The groundwater flow velocity was calculated based on the Darcy relationship ( $v = Ki/n$ ). Where "K" is the hydraulic conductivity of the soil, "i" is the lateral groundwater flow gradient and "n" is the porosity of the soil. Hydraulic conductivity is estimated to be in the order of  $5.6 \times 10^{-7}$  m/s based on a falling head test completed at OW4 in 2001. The lateral groundwater flow gradient was estimated to be 0.01 m/m based on the groundwater flow contours shown in Figure 7. The porosity of the soil is estimated to be between 0.2 and 0.3 for the soil types encountered at the Site. It is therefore estimated that the lateral groundwater flow velocity at the Site would be in the order of  $3.5 \times 10^{-8}$  m/s or approximately 1 m/year.

The local topography and geological setting suggest downward gradients would be expected at the Site. Downward vertical gradients are interpreted although the magnitude cannot be ascertained as the shallow wells at the nested locations (OW2S and OW3S) are typically dry.

## 6.0 Water Quality

### 6.1 Groundwater Quality

Groundwater quality results are summarized in Table 3 (general inorganics and metals) and Table 4 (VOCs). The laboratory data is included in Appendix C. Field acquired data is included in Appendix D. In 2022 and 2023 groundwater samples were collected as follows:

Well	May 26, 2022	Sept. 21, 2022	Apr.20, 2023	Oct. 11, 2023
OW1	General, VOCs	General, VOCs	General, VOCs	General, VOCs
OW2S	Dry	Dry	Dry	Dry
OW2D	Dry	Dry	Dry	Dry
OW3S	Dry	Dry	Dry	Dry
OW3D	General, VOCs	General, VOCs	General, VOCs	General
OW4	General, VOCs	General, VOCs	General, VOCs	General
OW5	General, VOCs	General, VOCs	General, VOCs	General
Residence	Permission not granted	General, VOCs	Permission not granted	General, VOCs

Notes: General indicates general inorganic chemistry and metals.

VOCs indicate volatile organic compounds.

Dry indicates that either the well was dry or there was insufficient water to collect a sample.

Chloride concentrations at each sampling location are shown in Figures 9 and 10. Time versus concentration plots are presented in Figures 11 through 14 with concentration trends further assessed in Appendix F.

#### 6.1.1 OW1 and OW3D

Landfill leachate commonly contains high total dissolved solids (TDS) and elevated concentrations of some inorganic parameters including chloride, conductivity, alkalinity, magnesium, sulphate, and hardness. Chloride is a conservative constituent in groundwater and is used as a key indicator of landfill leachate impact. Chloride concentrations are low (typically less than 10 mg/L) at OW1 and OW3D. Other indicator parameters are also low at both locations indicating that landfill leachate derived impacts are not evident in these wells. These wells are upgradient / transgradient of the waste, therefore background groundwater quality at these locations is consistent with interpreted groundwater flow directions toward the north.

#### 6.1.2 OW4

The concentrations of leachate indicator parameters were consistently higher at OW4 (located downgradient / transgradient of the fill area) than at any other well. The highest chloride level measured at OW4 was 71.6 mg/L in May 2009 and concentrations have since declined (see Figure 11). Road salting activities can also contribute to elevated

chloride levels in groundwater. However, if road salt was contributing measurable levels of chloride to the subsurface, then OW3D should also have elevated chloride as it is closer to the road than OW4. The highest chloride value encountered at OW3D to date was only 9.4 mg/L in September 2019 and concentrations remain low. It is interpreted that the elevated chloride at OW4 is a landfill related effect.

Time versus concentration plots illustrated in Figures 11 through 14, demonstrate slight increasing trends for several parameters at OW4 since monitoring began in 1999. More detailed assessment, however, demonstrates decreasing concentration trends at OW4 since the Site ceased receiving waste in 2013 (Appendix F).

### 6.1.3 OW5

The highest chloride concentration measured at OW5 was 38 mg/L in April 2015. The chloride concentrations at OW5 are generally slightly higher than the background wells (OW1 and OW3D), but lower than OW4. Time versus concentration plots illustrated in Figures 11 through 14, demonstrate slight increasing trends for several parameters at OW5 since it was installed in 2001. It is interpreted that this well is positioned downgradient of the fill area and is being mildly impacted by landfill leachate. More recent chloride trends suggest water quality has been improving in the last seven years (Appendix F, Figure F2).

### 6.1.4 Groundwater Quality Summary

The concentration trends for landfill leachate indicator parameters are illustrated graphically in Figures 11 through 14. Some additional time versus concentration plots with linear trend evaluations are also presented in Appendix F. These graphs illustrate chloride concentrations are highest downgradient of the fill area (OW4) and lowest upgradient of the fill area (OW1 and OW3D). Concentrations of leachate indicator parameters have gradually increased at OW4 and increased very slightly at OW5 since monitoring began. The data for the other wells fluctuates within historical ranges with no definitive trends.

#### Summary of Leachate Indicator Parameters in 2023

Monitoring Well	Conductivity (µmhos/cm)		Chloride (mg/L)		Hardness (mg/L as CaCO <sub>3</sub> )		Alkalinity (mg/L as CaCO <sub>3</sub> )	
	May	Sept	May	Sept	May	Sept	May	Sept
Upgradient OW1	504	478	9.65	10.1	223	242	233	228
Upgradient OW3D	517	492	7.38	8.07	242	249	242	234
Downgradient OW4	992	919	19.7	17.5	469	448	460	437
Downgradient OW5	669	676	11.5	10.6	298	362	341	331

Note: mg/L indicates milligram per litre.

It is assumed the groundwater quality observed at OW1 reflects background quality given the well is located upgradient of the waste disposal area. OW1 is partially completed within the shale bedrock and therefore slightly higher concentrations of some parameters are expected to occur naturally.

#### **6.1.5 Volatile Organic Compounds**

No VOCs were detected in 2022 or 2023. VOCs are not a significant concern at this Site and are recommended to be removed from the annual Site monitoring.

### **6.2 Surface Water**

There are no permanent surface watercourses at the Site, making it difficult to collect surface water samples. The area is very well drained and, as a result, even the roadside ditches rarely contain water. Surface water was not present in the low-lying area with no discharge observed west of OW1 during any of the monitoring events in 2022 or 2023. The location identified as SW on the Site Plan (Figure 3) was previously sampled in May 2011 and September 2013, representing the most recent observations of surface water at this location.

The water collected at SW represents standing water occasionally present in a low-lying area with no outlet. The water quality was not interpreted to reflect potential off-site impacts given that there was no outlet, and the water is approximately 45 m from the property boundary. The historical surface water sampling results are presented in Table 5.

Due to the absence of any direct pathway for runoff from the fill area to impact a local surface water body (Figure 3), surface water impacts from landfilling activities are not a concern.

## 7.0 Landfill Impact Assessment

Precipitation that falls on a landfill either runs off the waste disposal area as surface water or infiltrates into the waste. The ratio of runoff to infiltration depends on surface and subsurface conditions such as surface grading, vegetation and the permeability of the soil used to cover the waste. Water that infiltrates and percolates through the buried waste causes contaminants to leach into the groundwater. The resulting mixture is referred to as 'leachate'.

Surface grading of the fill area is relatively flat, the cover material is permeable, and the fill area is gradually becoming more vegetated since closure to the public. Under these conditions, it is expected that the infiltration component would be relatively high. Leachate produced by the landfill will flow downward to the water table then proceed northerly from the waste disposal area. OW4 and OW2 are situated immediately adjacent to and downgradient of the waste and OW5 is situated further downgradient (refer to Figures 6 and 7). The concentrations of leachate indicator parameters at OW4 are low, therefore it is interpreted that the leachate generated at the Site is dilute.

The MECP, in the Reasonable Use Policy (RUP), specifies that a landfill cannot degrade the water quality on an adjacent property for its intended use. Groundwater in the area is used for drinking water, therefore the reasonable use is based on the Ontario Drinking Water Quality Standards (ODWQS). The reasonable use concentration is estimated based on the following formula:

$$C_m = C_b + X(C_r - C_b)$$

Where:

- $C_m$  = maximum concentration of a contaminant that would be acceptable in the groundwater beneath the adjacent property.
- $C_b$  = background concentration of the contaminant in the groundwater before being affected by the landfill (OW1).
- $C_r$  = maximum concentration of the contaminant that should, according to provincial water management policy, be present in the groundwater.
- $X$  = a factor of 25% is applied for health-related parameters, and 50% for non-health related parameters.

Using chloride as an example:

- The minimum background concentration of chloride at OW1 was 9.12 mg/L. This value was used for calculating RUP concentrations.

The reasonable use of the groundwater beneath the adjacent properties is assumed to be domestic groundwater supply. The ODWQS for chloride is 250 mg/L ( $C_r$ ).

Chloride is a non-health related parameter therefore  $X$  would be 50% (0.5).

2022 & 2023 Monitoring Report  
March 2024

Thus:

$$\begin{aligned}C_m &= C_b + X(C_r - C_b) \\&= 9.12 + 0.5(250 - 9.12) \\&= 129.6 \text{ mg/L}\end{aligned}$$

The maximum allowable concentration of chloride at the Site boundary would therefore be approximately 130 mg/L.

The highest concentration of chloride measured at the Site to date is 71.6 mg/L at OW4 in September 2009, therefore, the Reasonable Use Policy criteria is being met for chloride at all monitoring well locations. Similar Reasonable Use calculations were also completed for other parameters that have ODWQS values, however, the results are more complex to interpret given their presence in the natural environment. The results for the 2022 and 2023 data are presented in Table 6.

OW3S and OW3D are situated within 20 m of the west property boundary, however, they are not downgradient of the waste. OW5 is approximately 100 m from the north property boundary and best predicts compliance with Reasonable Use Policy criteria at the property limit. Hardness and TDS were the only parameters exceeding the RUP at OW5 in 2022 and 2023. Hardness is above the ODWQS at all locations, including the background well, therefore, even though it is a good indicator of landfill impacts, it is not a good indicator for the RUP assessment. Similarly, TDS and alkalinity are just below the RUP values at OW1.

Based on the 2022 and 2023 data, it is inferred that the Site meets RUP criteria at the property limit.

## 7.1 Landfill Gas

Landfill gas is a by-product of waste decomposition and is typically comprised of methane, carbon dioxide and a small percentage of other gases. It will continue to be generated by the waste until all the organic matter completely decays. Methane is potentially explosive when mixed with air. Methane and carbon dioxide can both displace air, making it impossible to breathe (asphyxiation hazard). Trenches and enclosed structures in proximity to buried waste are therefore potentially hazardous areas if landfill gas can accumulate.

Methane gas is lighter than air and tends to migrate in the unsaturated soils above the water table. Methane, while a potential explosion hazard, is not a major concern provided buildings / structures are ventilated, raised, and not permitted close to or atop the waste disposal area. The relatively permeable cover material at the Site is expected to allow methane gas, produced in the waste, to vent naturally to the atmosphere. It should be noted, however, that frozen ground, and ice or snow cover in the winter can restrict methane gas from venting causing it to migrate laterally from the waste disposal

area. Methane gas can migrate up to ten times the depth of unsaturated waste if it is not able to vent upward. The MECP documents the following in Procedure D-4-1, Guideline for Assessing Methane Hazards from Landfill Sites, November 1987):

*"A mixture of 5% to 15% methane in air will explode if ignited. A concentration of 5% methane in air is the "Lower Explosive Limit" (LEL) and concentrations equal to or greater than the LEL are considered hazardous. To add a margin of Safety, this Guideline considers that concentrations greater than 20% LEL may be associated with still higher concentration, exceeding the LEL. Therefore, methane concentrations greater than 20% LEL warn of conditions which could be potentially hazardous... Hazardous conditions are not considered to be present on a landfill, or on property near a landfill, if the concentration of methane in the landfilled waste is determined to be less than 10% LEL."*

Methane gas measurements were completed at all monitoring well locations on May 26, 2022, September 21, 2022, April 20, 2023, and October 11, 2023, as part of the annual monitoring program. Results are presented in Table 7. Methane gas was not detected in 2022 or 2023. The water levels can be within or below the screened intervals at OW2S, OW2D, OW3S and OW4. As such, at least a portion of the well screens are in the unsaturated zone where methane gas is most likely to be present. It is noted that the well screens are at depths well below the base of the waste (Figures 4 and 5). Since methane is lighter than air and tends to migrate upwards, it is unlikely that the screened portion of these wells would detect methane gas.

The depth to groundwater ranges from approximately 20 m to 30 m below ground surface at the Site. Therefore, if present, methane could theoretically migrate up to 300 m from the fill area. Continued landfill gas monitoring is not imperative given the following:

- Landfill gas has not been detected at significant levels to date.
- There are no buildings or structures on Site.
- The Site has been closed to the public for over ten years.
- The Site has not received any appreciable volume of putrescible waste for over ten years meaning the landfill gas generation capability of the existing waste mass Has declined significantly and continues to decline.
- There are no on-site structures, nearby residences, or off-site permanent structures within several hundred metres of the fill area that could be impacted.

## 8.0 Conclusions

- The Site is in a remote location. The land surrounding it is hilly and well drained. Land use in the immediate area is either vacant, treed, residential or agricultural.
- Site grading and slope rehabilitation occurs when needed along the access route and the fill area, most notably after periods of heavy rain when erosion impacts are most evident.
- The Site is reasonably well maintained. A public drop-off area was used until 2012 to provide limited access to the tipping face.
- The Site was closed to the public as of January 1, 2013, and only used for small amounts of disposal by the Township. Approximately 500 tonnes of Vacuum truck soil / vegetation was placed in 2022 and 2023.
- The water table at the Site is 20 to 30 m below ground surface. The groundwater in the overburden is interpreted to flow north-easterly from the waste disposal area at a rate of 1 m/year.
- Downward vertical gradients are interpreted at the Site given the local topography and geology.
- Compliance with RUP criteria was assessed using chloride as the primary indicator.
- The chloride concentrations were below the calculated RUP concentration at all monitoring well locations, therefore the Site is interpreted to meet RUP criteria.
- Surface water was not observed in 2022 or 2023 southwest of OW1. Surface water impacts are not a concern given that when it does occur it collects in a low-lying area with no outlet, then seeps into the subsurface.
- The geological and hydrogeological conditions of the Site suggest methane and other gases that may be generated in the waste, will vent naturally to the atmosphere. Methane gas has not been detected at significant levels in any of the monitoring wells to date.
- There are no known buildings or other features within 300 m of the waste that could potentially be affected by landfill gas migration even if it were to move laterally from the waste fill area.



## 9.0 Recommendations

1. Semi-annual groundwater and surface water monitoring should continue at the Site. The 2024 and 2025 monitoring program for the Site should include:
  - a) Routine inspections during each Site visit (spring and fall) to document Site conditions. The landfill area should be inspected for settlement, cover, grading, methane gas venting and leachate seepage.
  - b) OW2S, OW2D and OW3S should be decommissioned the next time well drilling or maintenance is conducted, given that they are of limited value to the monitoring well network.
  - c) Groundwater level measurements in all monitoring wells in the spring and fall.
  - d) Groundwater sampling of the monitoring wells in the spring and fall. Water samples should be analyzed for general chemistry and selected metals. Analysis of groundwater samples for VOCs should be discontinued as they are typically not detected.
  - e) Surface water sampling is not required and will be discontinued.
  - f) Sampling the upgradient residential well is not required and will be discontinued.
  - g) Methane gas monitoring could be discontinued and resumed if structures or buildings are added in the area. If Site conditions change this recommendation should be re-evaluated.
2. Submission of a letter to the MECP including field data and water quality results from the 2024 monitoring. A formal report documenting the 2024 data would only be issued if the results indicated a change in the groundwater conditions at the Site. Otherwise, a formal report would be submitted to the MECP in early 2026 once 2024 and 2025 data are collected and assessed.
3. Although some of the tires stockpiled near OW2S and OW2D were removed in 2015, some tires remain. The remaining tires should be removed from the Site by a licensed hauler.
4. Site maintenance should include general litter control and maintenance of cover over the waste disposal area.
5. Slopes along the access route located near OW1 should be inspected after significant rain events and if necessary, stabilized to prevent further erosion.
6. A formal Closure Plan should be developed once the Site is no longer needed for waste disposal.

## 10.0 References

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# BURNSIDE

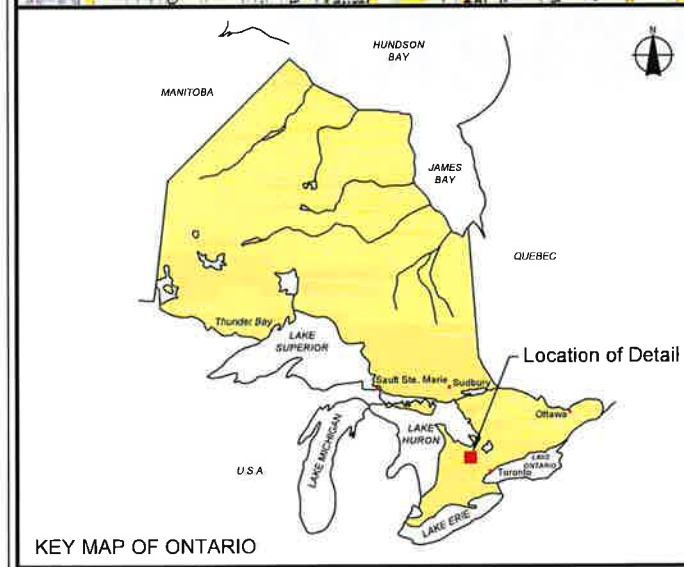
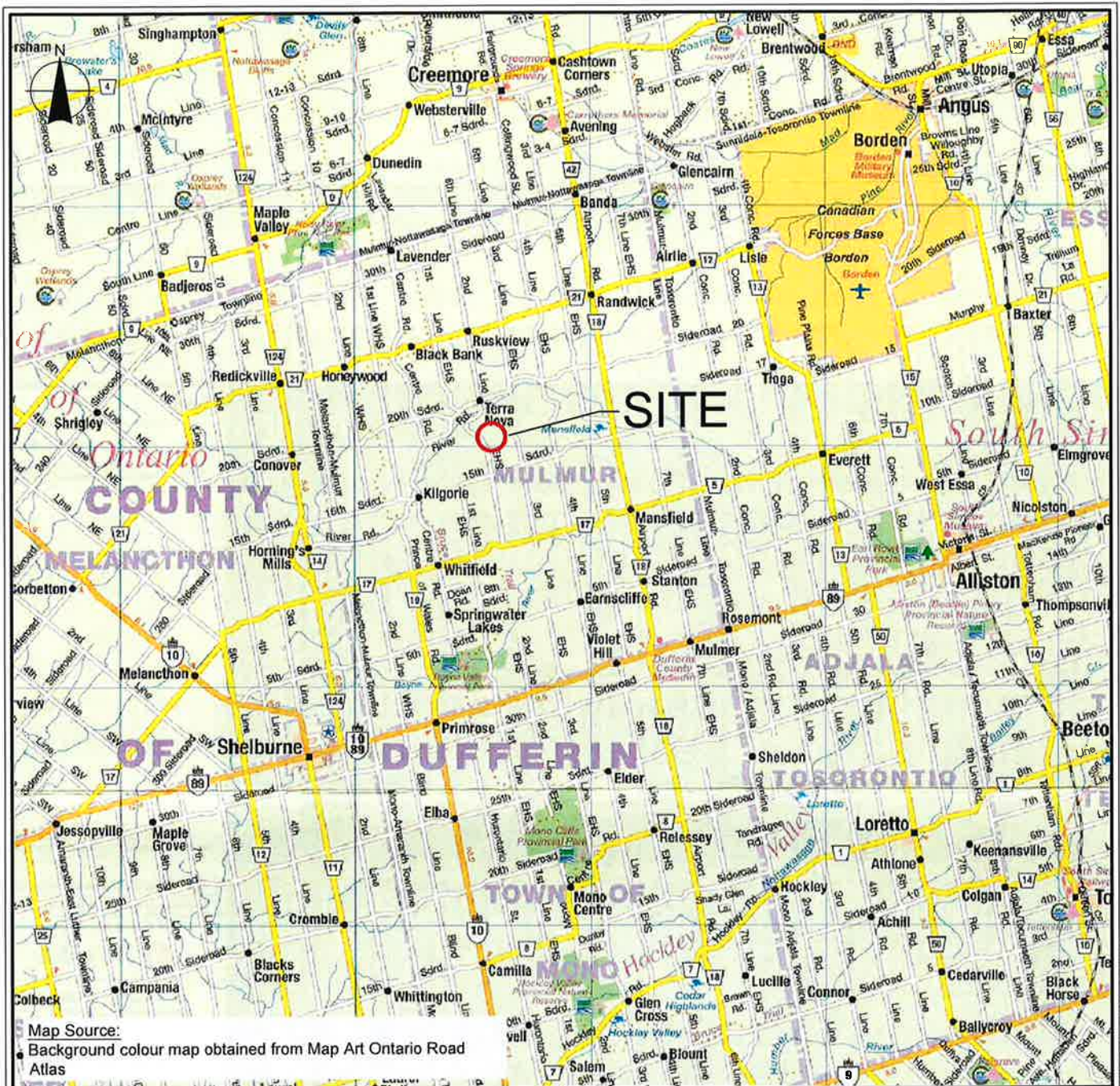
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## Figures

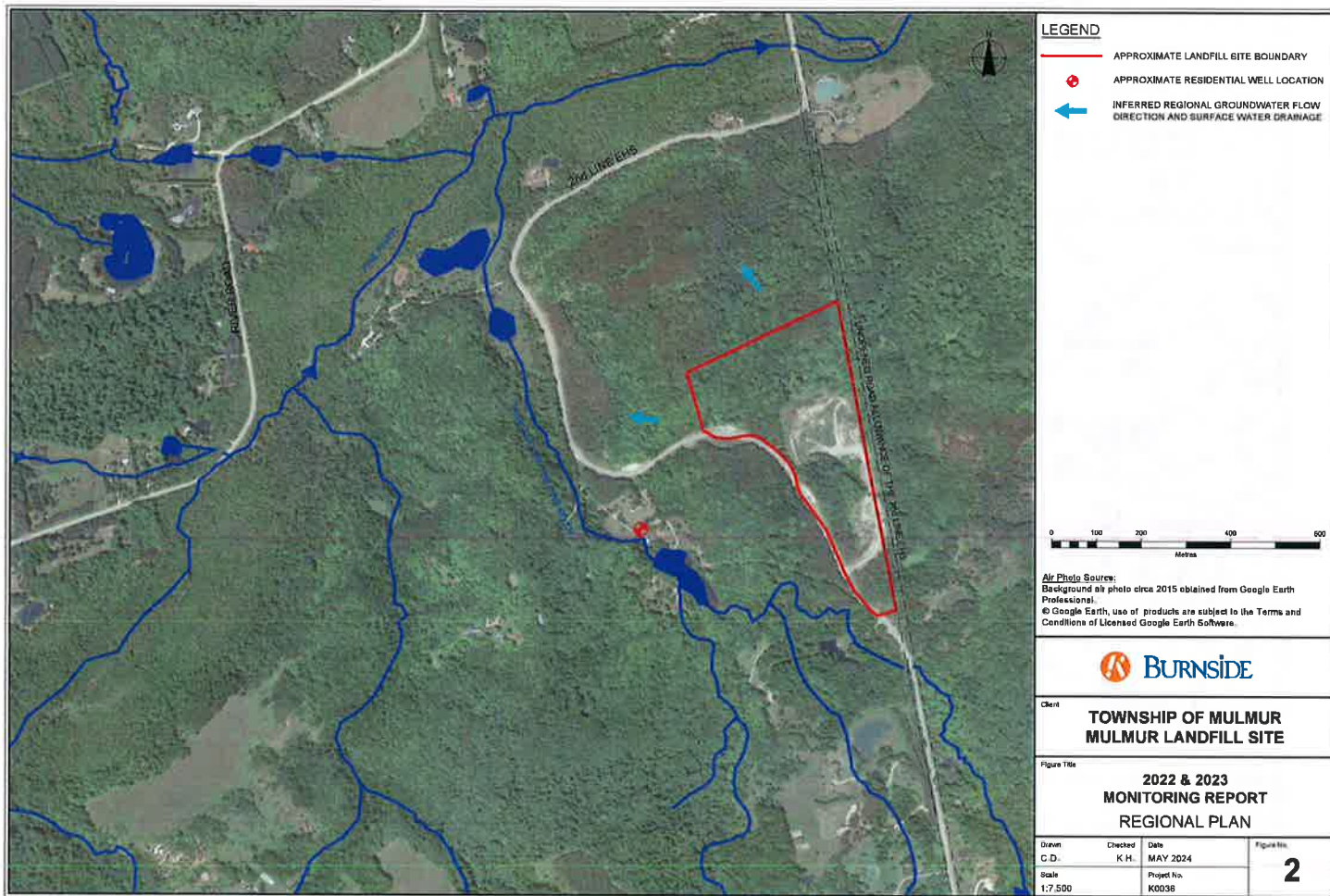
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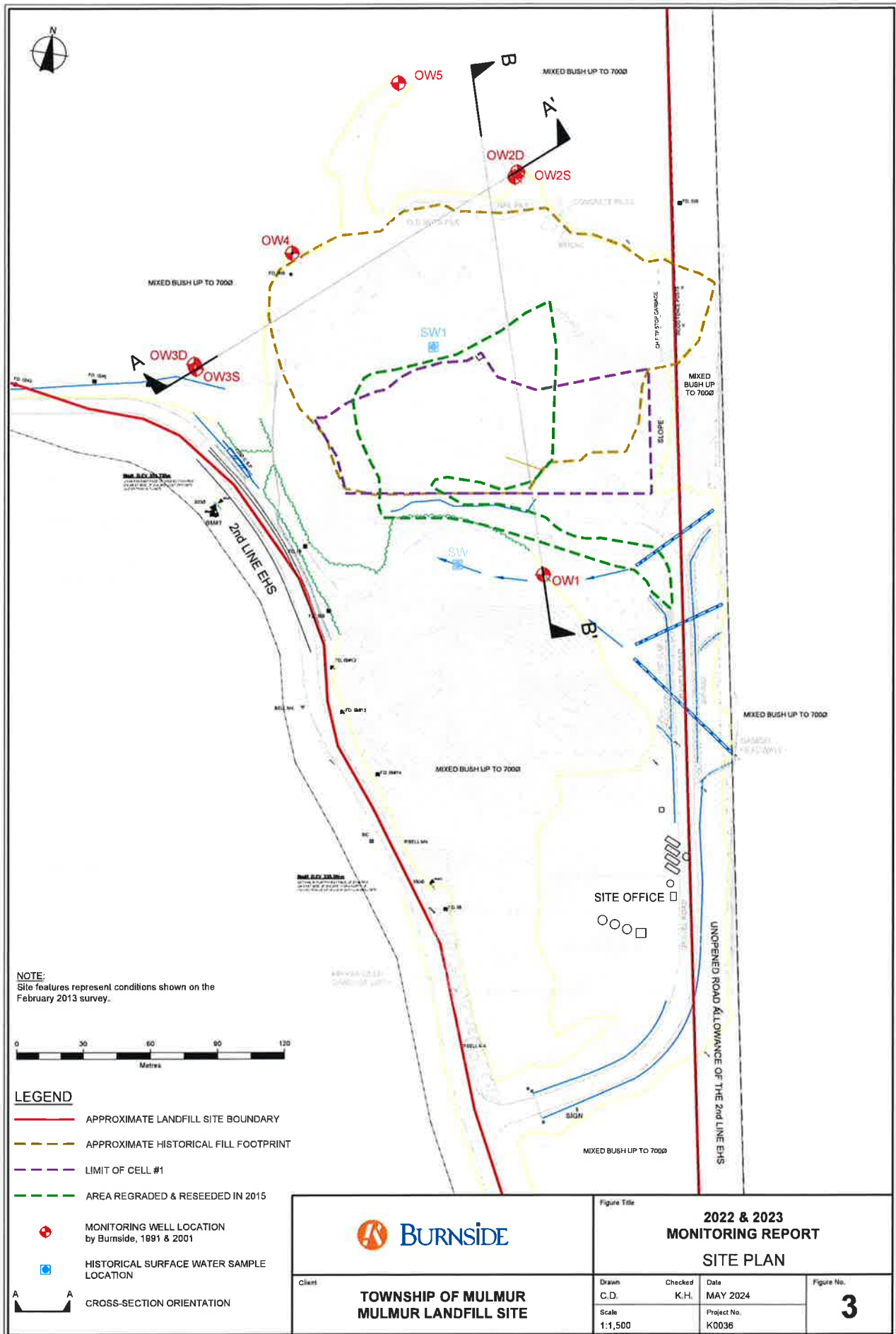


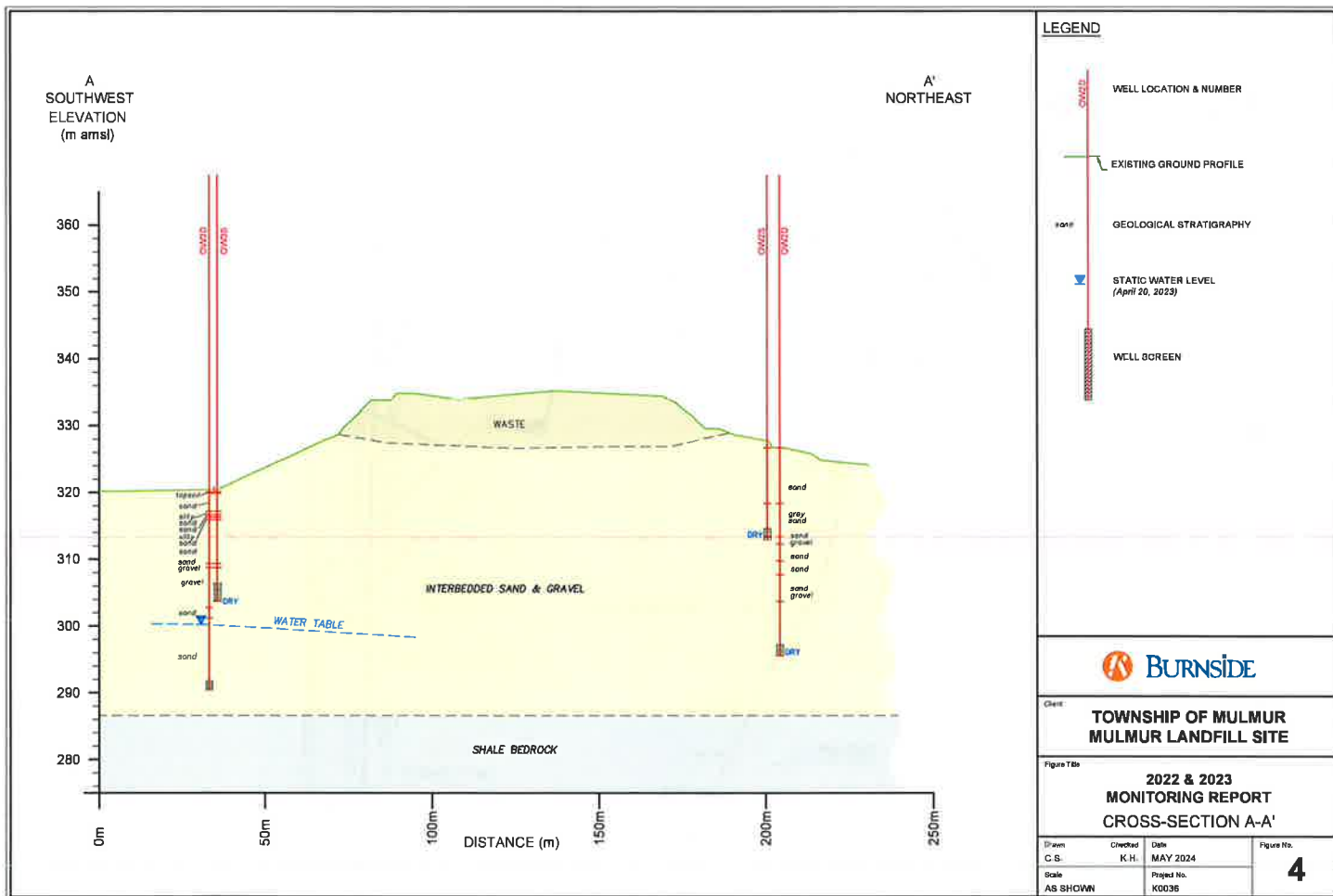


			
Client			
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Figure Title			
<b>2022 &amp; 2023 MONITORING REPORT SITE LOCATION MAP</b>			
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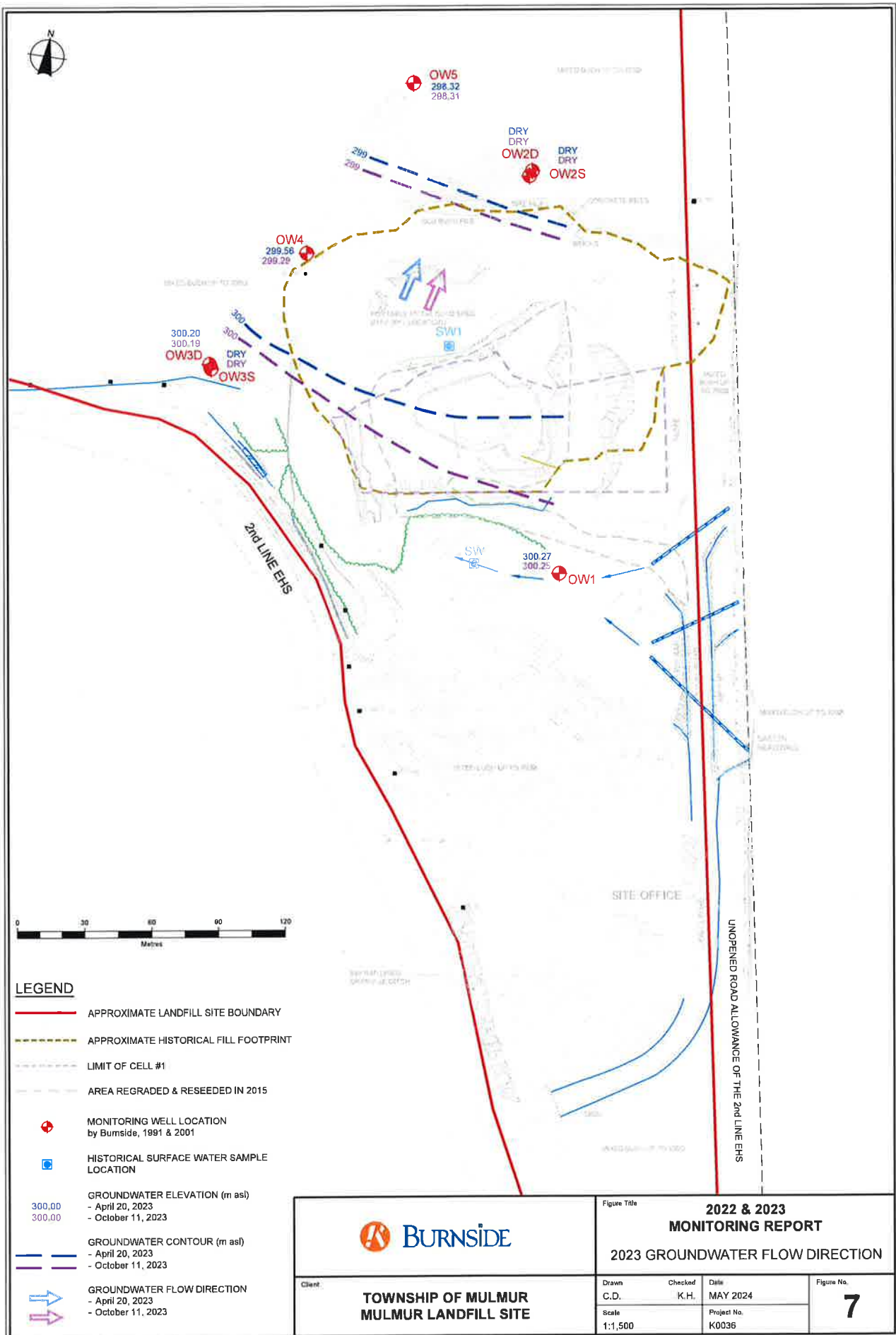




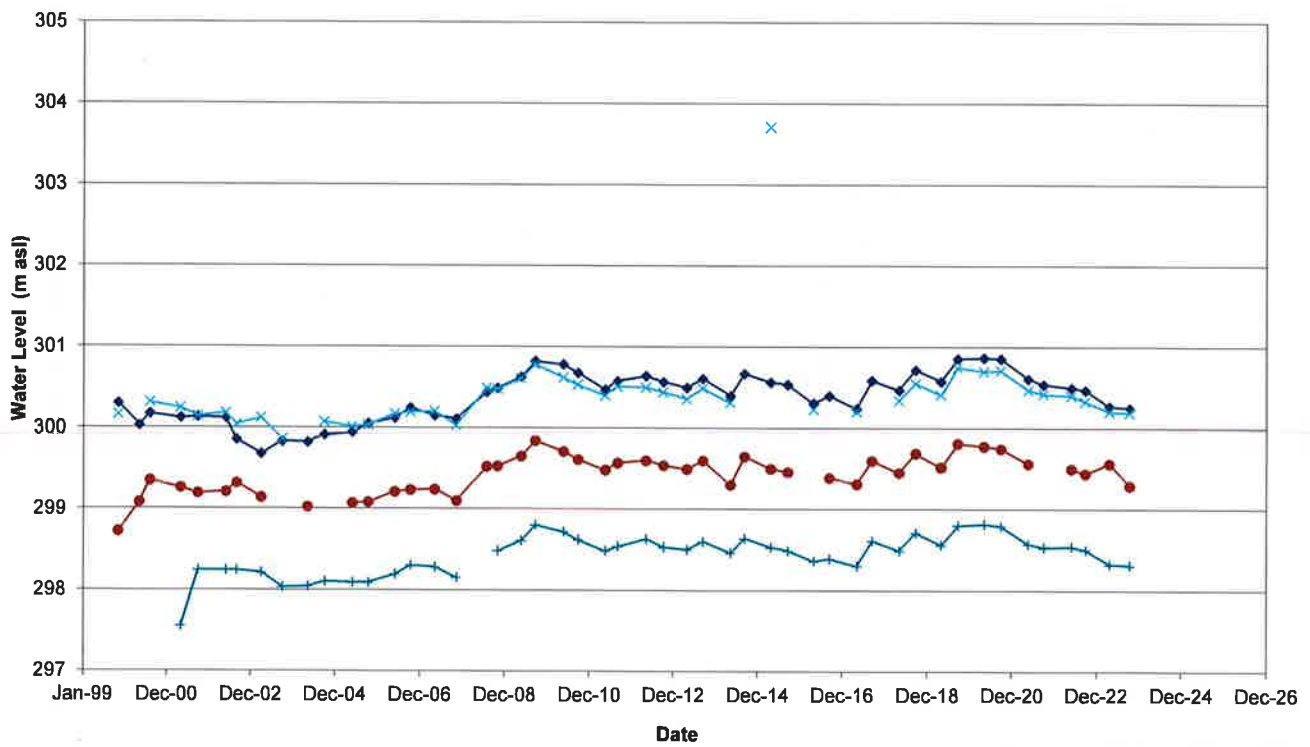


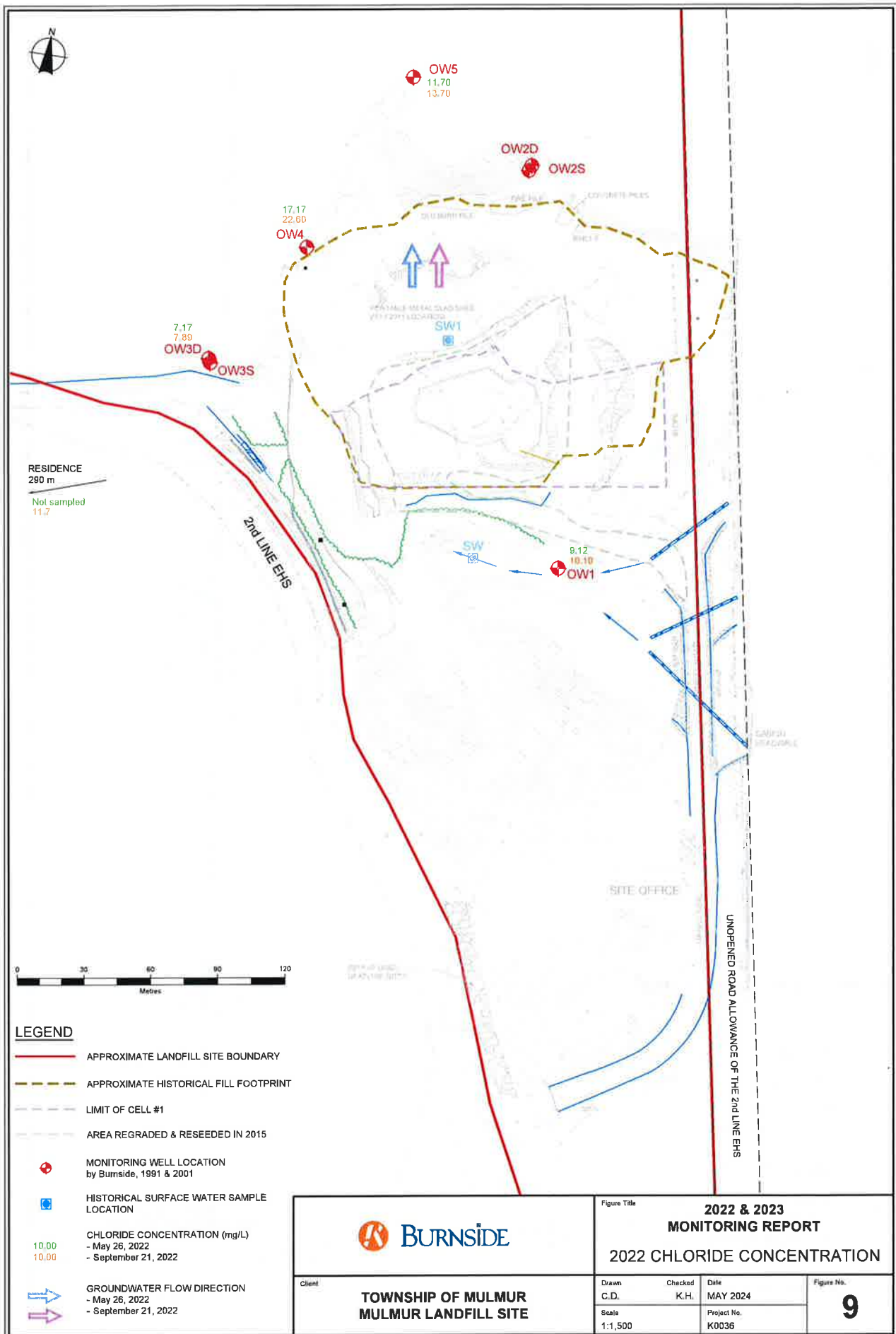


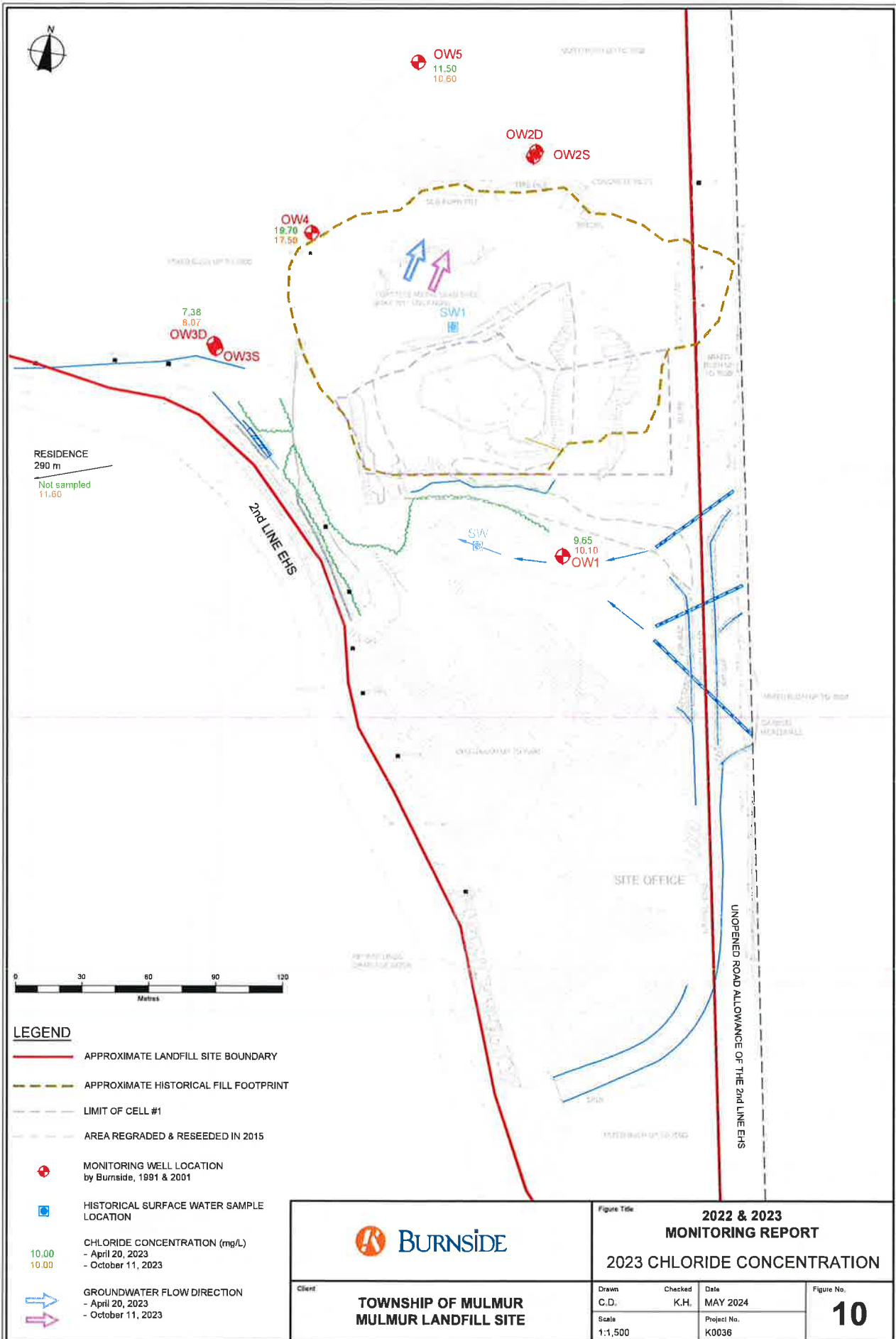




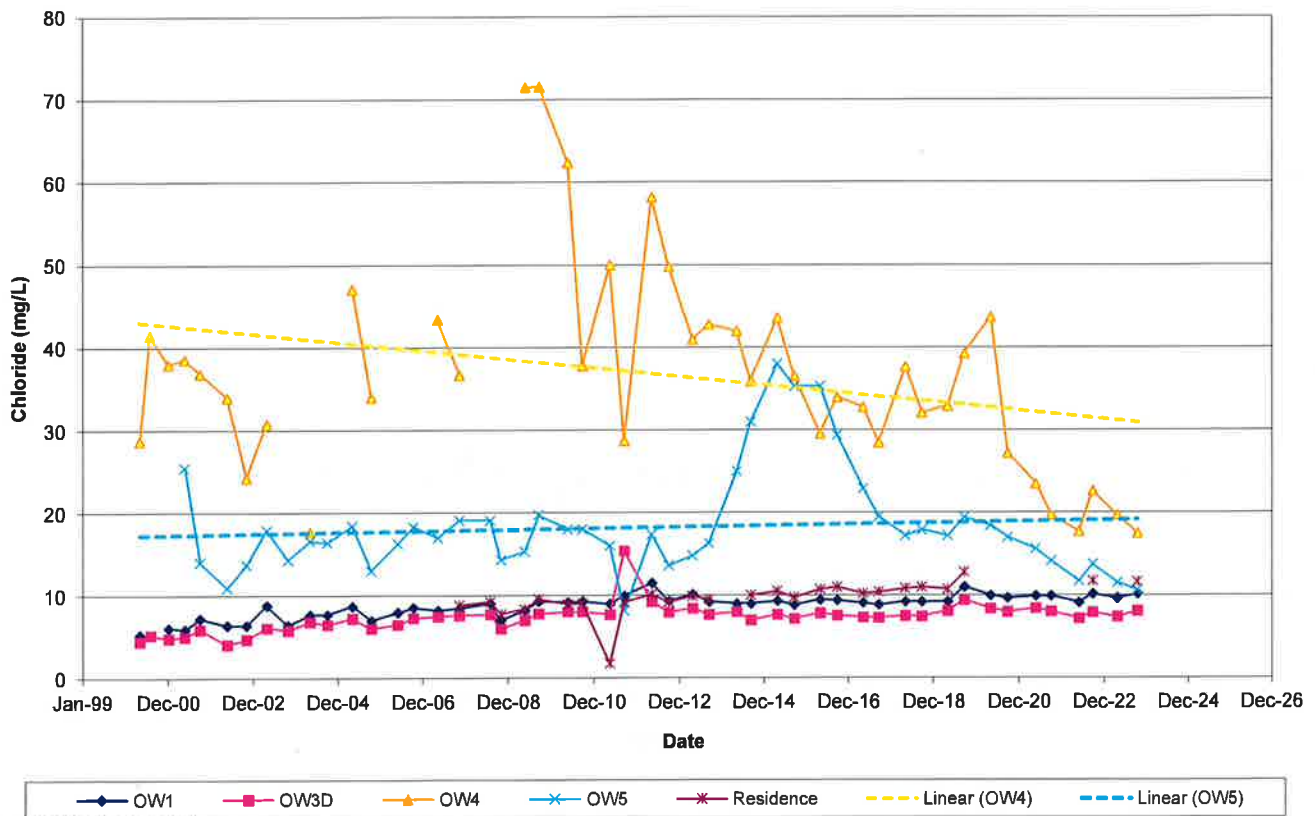
**Figure 8: Mulmur Landfill  
Water Level Trends**





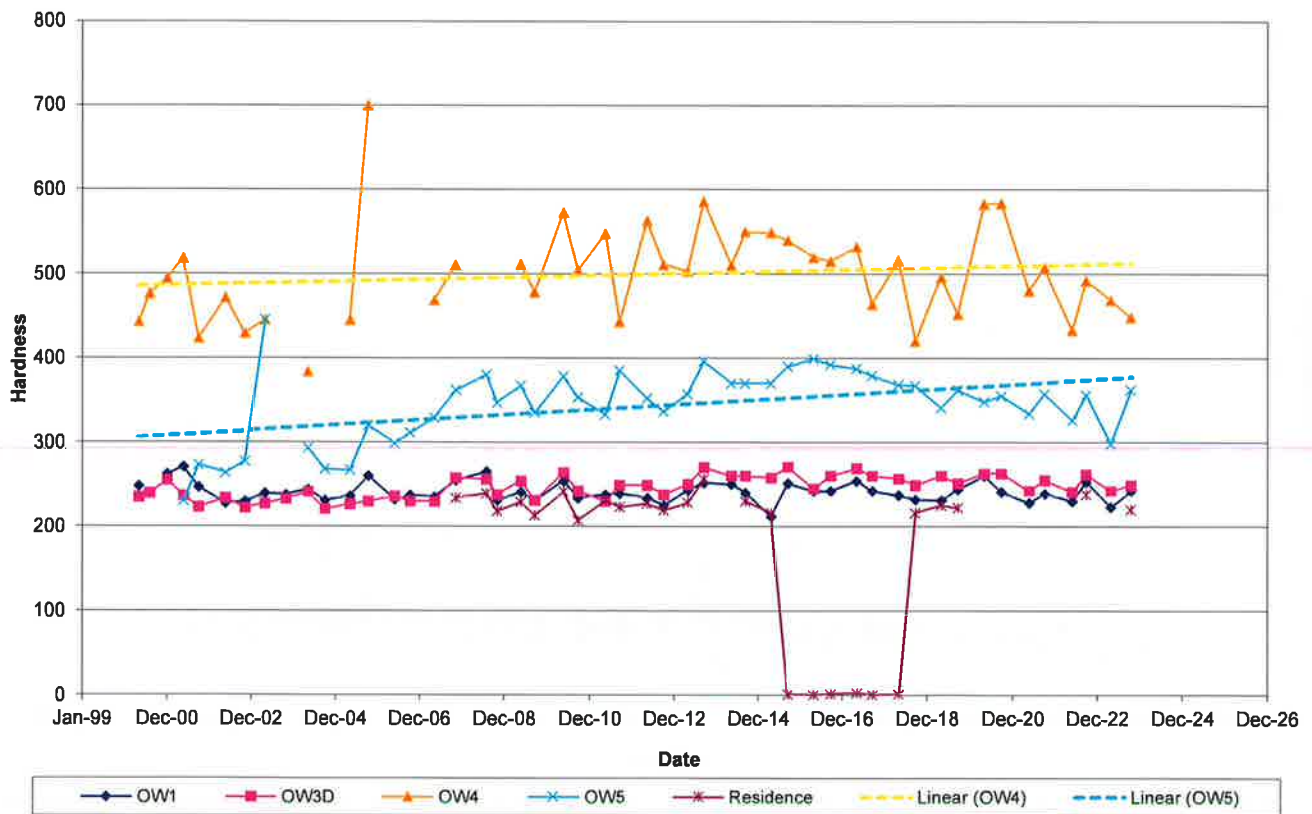


**Figure 11: Mulmur Landfill  
Chloride Trends**

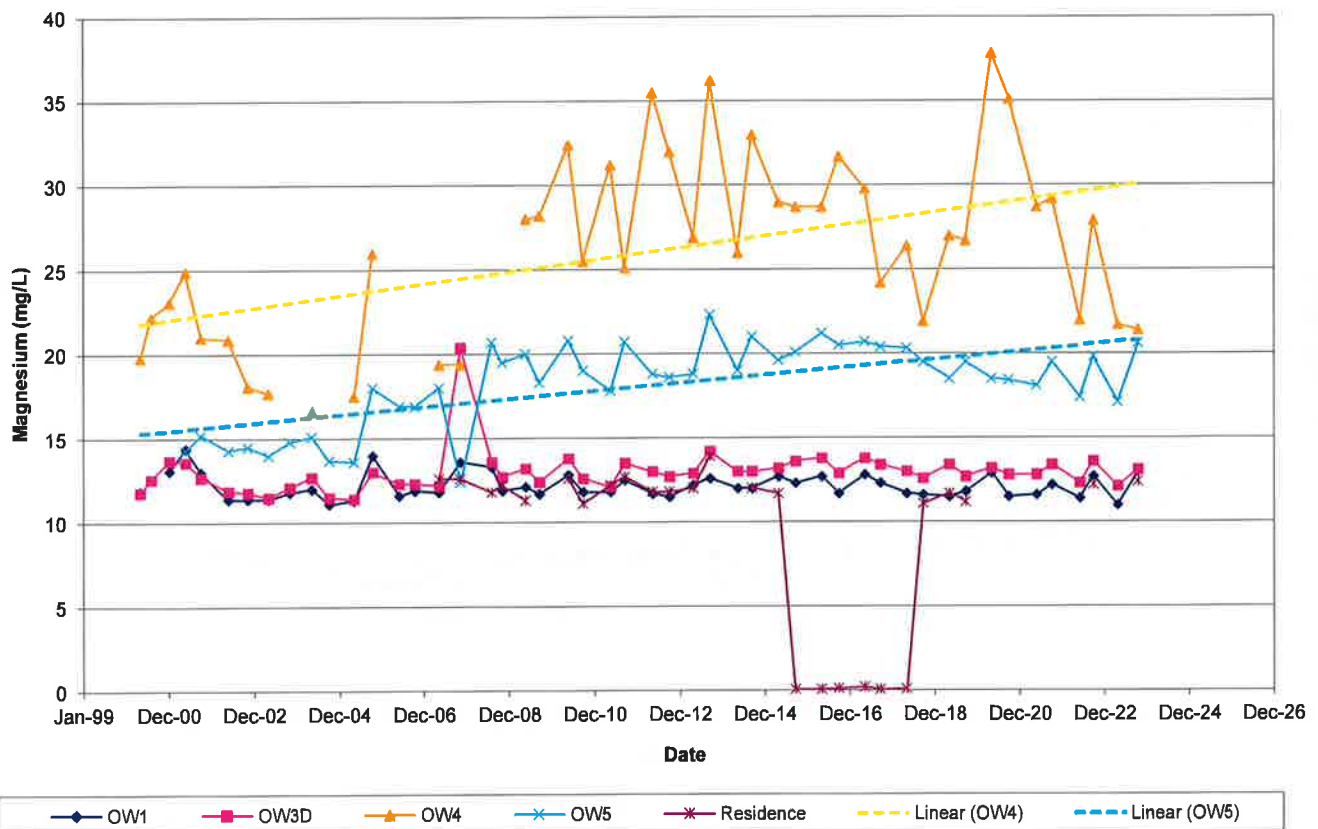




**Figure 12: Mulmur Landfill  
Hardness Trends**



**Figure 13: Mulmur Landfill  
Magnesium Trends**



R.J. Burnside Associates Ltd.

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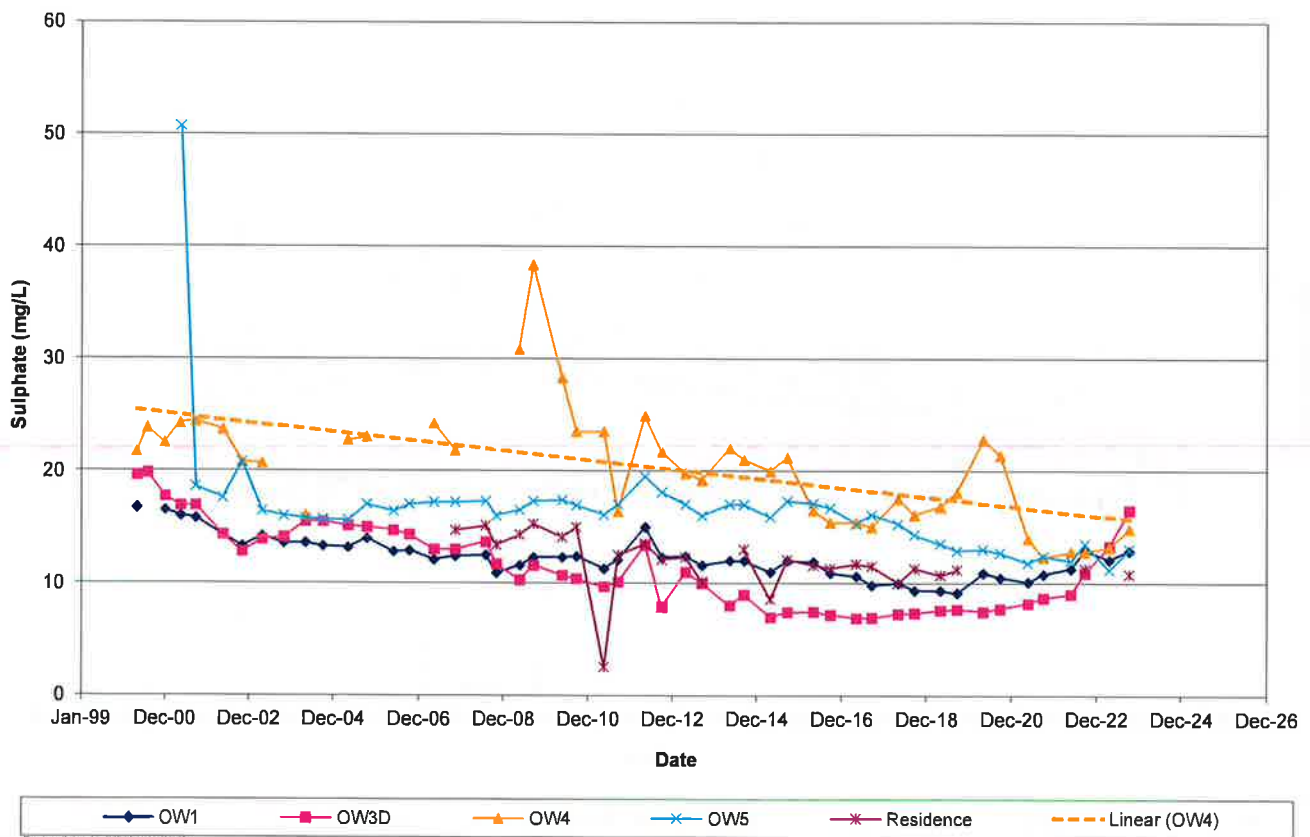
Prepared By: ABM

Date: 3/22/2024

Township of Mulmur  
Mulmur Landfill  
K0036



**Figure 14: Mulmur Landfill  
Sulphate Trends**





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## Appendix E

### Site Photographs



**Photo 1: OW1**



**Photo 2: Looking East Near OW1**





**Photo 3: Historical Ponding Near OW1**



**Photo 4: OW2S and OW2D**





**Photo 5: Looking West Near OW2**



**Photo 6: OW3**





**Photo 7: OW4**



**Photo 8: OW5**





**Photo 9: Fill Area Looking South**



**Photo 10: Fill Area Looking East**



## **STAFF REPORT**

**TO:** COUNCIL  
**FROM:** Heather Boston, Treasurer and Tracey Atkinson CAO  
**MEETING DATE:** June 6, 2024  
**SUBJECT:** Human Resource Policy Update

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### **PURPOSE**

The purpose of this report is to provide information regarding proposed amendments to the Township's Human Resource Policy.

### **BACKGROUND**

The Human Resources Policy was approved by Council in 2021.

The Human Resources Policy is reviewed to ensure conformity with the Employment Standards Act and as necessary to address matters as they arise.

### **ANALYSIS:**

#### **FOOTWEAR, CLOTHING AND LICENSING ALLOWANCE/ REINBURSEMENT**

The current safety footwear allowance of \$175.00 per year for full-time public work employees has not been indexed. An allowance of \$200.00 per year would be consistent with inflation from 2020 to 2024. Contract and seasonal employees would also be entitled to seasonal safety apparel.

Public work employees who are required to have AZ/DZ licenses for their jobs require recertification. Reimbursement of these costs would be consistent with other departments who require annual certification or professional memberships.

Below is an excerpt of the track changes of the impacted policy found in section 2.7:

#### **PUBLIC WORKEMPLOYEES**

1. The Township will supply a uniform to Public Work hourly employees which includes: coats, pants, shirts, hard hats and safety gear/clothing as required for safe work practices and recognizing the nature of the work performed. Township of Mulmur hats are the only ones permitted to be worn. Any clothing and safety equipment supplied by the Township shall not be altered. Exception to standard supplied uniform will be made at the Department Head's discretion.
2. Full Time Public Works employees will be entitled to a reimbursement up to a maximum of \$200 ~~\$175~~a year for the cost of safety footwear, with a receipt.



- a. Clothing will be replaced, as needed and with the purchase approved by the Director of Public Works, at the cost of the Township. The clothing remains the property of the Township and the employee must return it when the employment relationship ends. The Director of Public Works shall set a schedule for the annual replacement of clothing.
  - b. All Public Works employees shall wear safety equipment, including but not limited to safety footwear, hardhats, vests and safety glasses.
  - c. The Township will reimburse Public Works employees for the costs of getting a medical examination report if they are required to have an AZ/DZ license for their job.
3. Contract/Seasonal employees will be provided with seasonal safety apparel ~~hard hats and safety vests~~ but must provide their own safety footwear.

## BANKING OVERTIME

The current banking of overtime hours policy restricts full-time hourly employees (who accrue overtime at time and a half) to a maximum of one week to be banked. The remainder of overtime is paid-out as it is earned, if not used during the same week. Some employees are concerned with the tax implications of overtime pay, and would prefer to be able to take the time off instead. Allowing additional use of overtime as vacation days does save the Township money, but it is important to ensure that there is sufficient coverage. The 2023 conversion of one public works operator from winter (seasonal) to full time creates additional coverage for the summer. The draft policy increases the opportunity to bank two weeks in place of the one week. Additional wording has been added for implementation, clarification and supervision purposes.

The banking policy applies equally to administrative and Public Works Staff. However, hourly Administrative employees generally do not require overtime, and generally are able to take the time off in the same week to offset meetings after hours.

Townhall weekend pay is updated to be consistent with overtime pay.

Clarification added that salaried positions do not receive time and a half except where required on a Saturday, such as a Townhall meeting.

Below is an excerpt of the track changes of the impacted policy found in section 3.4:

### All Employees

1. For the purpose of this policy, overtime shall not include:
  - a. travel time to or from a training seminar or conference outside regular business hours; and
  - b. working break-periods or lunch hours.
2. All employees shall use overtime by December 31<sup>st</sup> in each year. Unused overtime/banked time will be paid out by December 31<sup>st</sup> in each year.
3. Banked overtime must be used prior to vacation and must be taken as time away from regular duties or hours of work, to be scheduled at a time that is to be mutually agreed to between the employee and their immediate Supervisor.
4. Requests for the use of banked ~~time allotments~~ during peak or popular times of the year must be carefully considered prior to approval and shall be discouraged from being taken during these peak times. ~~The supervisor may set a maximum number of employees who may be off using banked or vacation time on a given day.~~

5. It is the responsibility of the Department Head to manage employee's banked time so that it does not create a service delivery problem in the latter months of the year.
6. Upon termination or retirement any unused banked time will be paid out.
7. Employees are entitled to \$30 per day when on-call. If the employee does not respond to the call-in then they forfeit the on-call pay and may face disciplinary actions.

### Seasonal, **Contract** and Part-Time Employees

1. Seasonal, contract and part-time employees will be paid out monetarily as time is accrued, unless a mutual agreement is made between the employee, Director and/or CAO.
2. Seasonal, **contract** and part-time employees are encouraged to accommodate the use of overtime/~~time in lieu~~ hours during the current week in which the time has been earned.

### Permanent Full Time Hourly Employees

- ~~1. Hourly Administration employees accumulate overtime or time in lieu after 37.5 hours worked in a week, at time and a half.~~
2. Hourly ~~public works~~ employees accumulate overtime ~~or time in lieu~~ after 40 hours worked in a week, at time and a half.
- ~~3. Public Works employees (excluding Public Works Director) are entitled to \$30 per day when on-call. If the employee does not respond to the call-in then they forfeit the on-call pay and may face disciplinary actions.~~
4. All hourly **Public Work** employees are entitled to a minimum 4 hours when called in on weekends, statutory holidays or after hours for emergency work. The 4-hour minimum does not apply to scheduled after-hour work or overtime work that commences prior to the end of a scheduled shift. Subsequent call-ins within the first 4 hours shall be added to the initial time and will not constitute a second 4-hour call-in.
5. All permanent full-time hourly staff will get paid at time and a half if they are required to work on a weekend.
6. Permanent full-time hourly public works employees may ~~only bank overtime up to a maximum of 27 equivalent to 80 hours per year. (equivalent to 40.5 hours at time and a half in the calendar year. Anything above 27 hours banked will be paid out in the current pay period in which its earned)~~
- ~~7. Admin staff that are for a weekend meeting or event shall be entitled to a minimum 4 hours.~~
8. Permanent full-time hourly administration employees may bank any time worked in excess of 35 hours in a week up to a maximum of 70 hours per year.
9. Any unused banked time on December 31<sup>st</sup> shall be paid out at year-end.~~The Supervisor or Director may force time if is getting excessive.~~
10. Excessive overtime shall not form a regular part of the work schedule, however, where an employee is required to work overtime, all hours or part hours must be approved by their immediate supervisor in advance of being worked and recorded.
11. Hourly employees are encouraged to accommodate the use of overtime ~~time in lieu~~ hours during the current week in which the time has been earned.
12. Scheduled overtime for ~~public works and administrative~~ all hourly staff is encouraged to be taken off in the same week ~~it is earned.~~

### Salary Employees

1. Salaried employees accumulate ~~banked time overtime or time in lieu of overtime~~ for any time worked above and beyond their standard work hours and there is no cap on how much overtime may be banked.
2. Banked time will be calculated at straight time.

3. Use of banked time will be allowed at the discretion of the Supervisor and dependent on the availability of other management staff and holidays already booked.
1. Salaried employees who are required to attend work on weekends ~~Townhall meetings~~ shall accumulate banked time at time and a half for hours worked. ~~Entitled to a full day in lieu of the Saturday or Sunday~~

## GRATUITIES AND MEALS

The current HR policy provides for 10% gratuities on restaurant meals and taxi fares. Payment terminals are generally pre-programed with gratuities starting at 15%. Increasing the gratuity permission to 15% would be in keeping with trends. It is proposed to increase the meal allowances by \$5 per meal, due to inflation. It is noted that the meal rate caps include tax and gratuities.

Below is an excerpt of the track changes of the impacted policy found in section 3.7:

~~You may be reimbursed for~~ Reasonable gratuities for restaurant, hotel room services and taxis will be reimbursed. Record of gratuities must be submitted with expense claims. ~~Examples of~~ Reasonable gratuities include ~~10~~15% on restaurant meals and on taxi fares.

- a) Meal rates are as follows, and can be adjusted as deemed necessary by the CAO:
  - Breakfast: ~~20~~\$25
  - Lunch: ~~30~~ \$35
  - Dinner: ~~50~~\$55

## BEREAVEMENT

The current policies are proposed to be amended to clarify the equivalent step and common-law relationships and defer to Provincial legislation regarding common-law durations.

Below is an excerpt of the track changes of the impacted policy found in section 5.4:

1. In the event of the death of an employee's spouse/common-law partner, child, parent or sibling and the equivalent step and common-law relationships, the Township shall grant five (5) working days compassionate leave with pay.
2. In the event of the death of an employee's grandparents, grandchildren, mother-in-law, father-in-law, brother-in-law, sister-in-law, niece or nephew, or a child's spouse and the equivalent step and common-law relationships, the Township shall grant three (3) working days compassionate leave with pay.
- ~~3. In the event of a common-law relationship, which has existed for a period of at least one year, the previously noted common-law relatives would be permitted for bereavement leave.~~
- ~~4. In the event of a step relationship, the previously noted step relatives shall be permitted for bereavement leave.~~

## STRATEGIC PLAN ALIGNMENT:

1. Growing a Supportive Mulmur
2. Growing a Sustainable Mulmur

### **FINANCIAL IMPLICATIONS**

Financial implications of the footwear allowance would be approximately \$200.

Cost savings may be achieved if staff choose to bank up to 10 days towards vacations over pay-outs.

### **RECOMMENDATIONS:**

That Council approve the amendments to the Human Resources Policy as presented

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



## Staff Report

**To:** Council  
**From:** Roseann Knechtel, Clerk  
**Meeting Date:** June 5, 2024  
**Subject:** Community Grant Application Form

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### **Purpose:**

To seek approval from Council to update the Community Grant Application Form.

### **Background:**

Staff received the following direction from Council at the meeting on March 6, 2024:

#### **2024 Community Grants**

Direction was given to draft an amendment to the Community Grant Application to include the requirement of a budget sheet.

### **Analysis:**

The community grant application form has been amended to include the requirement of a budget sheet.

### **Strategic Plan Alignment:**

3. Growing a supportive Mulmur: Providing local services to support the needs of Mulmur residents and businesses.

### **Financial Impacts:**

N/A

### **Environmental Impacts:**

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

### **Recommendation:**

That Council approve the amendment to the Community Grant Application Form as presented.

**Submitted by: Roseann Knechtel, Clerk**

**Approved by: Tracey Atkinson, CAO**

Schedule A – Community Grant Application Form (track changes)



## Community Grant Application Form

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Amount Requested: \_\_\_\_\_ (max \$500)

1. What type of organization are you?

- ☐ Charitable organizations and foundations registered as a charity with the Canada Revenue Agency
- ☐ Organizations incorporated as not-for-profits
- ☐ Volunteer, sports and community clubs/groups providing services in the Township of Mulmur
- ☐ Schools
- ☐ Individual, one-time special request

2. Describe the project and specify what expense the funds will be used to offset. Please attach a budget for the project.

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3. How does your project align with the Townships Strategic Plan?

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4. Do you provide service to Mulmur residents?

- ☐ Yes
- ☐ No

5. How does your project benefit the community of Mulmur?

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6. Attach a budget sheet outlining ~~What is~~ the total cost of the project.?

\_\_\_\_\_

**Minutes of the Joint Meeting of the Dufferin County  
Section 10 Police Services Boards (“Joint Meeting”)**

Location: Hybrid meeting held at the Township of Amaranth Council Chambers  
and virtually via Zoom

Date: Friday March 8, 2024, at 9:00 a.m.

Present:	Andrew Stirk – Amaranth	Darren White – Melancthon
	Amie Zukowski – Amaranth	Sarah Culshaw – Melancthon
	Walter Kolodziechuk – Amaranth	Denise Holmes – Melancthon
	Nicole Martin – Amaranth	Ken Krakar – Orangeville
	Holly Boardman – Amaranth	Lisa Post – Orangeville
	Jeff Deason – Shelburne	Meghan Townsend – Grand Valley
	Cheryl Russel – Mulmur	Brad Haines – Grand Valley
	Jeff Sedgwick – Mulmur	Insp. Mike Di Pasquale – OPP
	Andrew Cunningham – Mulmur	Sgt. Terri-Ann Pencarinha – OPP
	Roseann Knechtel – Mulmur	S/Sgt. Corrie Trewartha – OPP
	Mike Walker – Mono	PC Andrew Fines – OPP
	Wayne Evans – Mono	PC Amy-Lynn Pitton – OPP
	John Creelman - Mono	

**1. Call to Order**

Andrew Stirk, Chair of the Amaranth Police Services Board called the meeting to order at 9:00 a.m.

**2. Approval of Agenda**

**Resolution #: 1**

**Moved by:** C. Russel

**Seconded by:** W. Kolodziechuk

BE IT RESOLVED THAT:

The Joint Police Services Board hereby approve the agenda for March 8, 2024 as circulated.

**CARRIED**

**3. Disclosure of Pecuniary Interest and General Nature Thereof**

**4. Approval of Minutes**

4.1 Minutes from November 17, 2023

**Resolution #: 2**

**Moved by:** M. Walker

**Seconded by:** C. Russel

BE IT RESOLVED THAT:

The Joint Police Services Board hereby adopt the minutes of the meeting held November 17, 2023.

**CARRIED**

4.2 Business arising from the Minutes  
Nothing at this time.

**5. Delegations/Presentations**

5.1 OPP Community Response Unit

Members of the Dufferin OPP detachment provided a presentation to the Board on the Community Response Units activities, events and work in the community.

The Board discussed police presence in schools. The OPP provided an overview of the School Liaison Officers role, new rules/guidelines from the schools and programs offered to students.

**6. Advocacy strategy to improve bus safety, but not limited to the installation of cameras - Melancthon**

Darren White discussed the matter with the Board.

**7. Town of Mono Declares Road Safety Emergency – Mono**

John Creelman discussed the motion passed by the Town of Mono. The Board was advised that delegation attempts to AMO and ROMA were declined. John Creelman noted that he has a meeting scheduled with the Ministry of Transportation at the end of the month and has spoken to the Attorney General regarding this matter.

**8. New Boards**

8.1 Community Safety and Policing Act (CSPA) Coming into Effect April 1, 2024

8.2 Transition process – Cheryl Russel



The Board discussed the new board composition, member appointment and the training required for all members of the new boards. The Board discussed that no regulations are currently in place from the Province and that it is up to each individual board to figure out the administration, compensation and appointment of new members.

The Province has provided a code of conduct for the boards and will be providing training for the members.

The new board composition has already been determined by the Province and each Municipalities Council will have to appoint members to the new board.

- 8.3 OPP Detachment Board Description Update – Posting on the Ontario Regulatory Registry (ORR) -  
<https://www.ontariocanada.com/registry/view.do?postingId=46373&language=en>

- 8.4 Provincial Appointee Compensation

## **9. Orangeville Police Services Board Resolution - Intimate Partner Violence**

**Resolution #: 3**

**Moved by:** J. Creelman

**Seconded by:** C. Russel

BE IT RESOLVED THAT:

The Joint Dufferin County Section 10 Police Services Board endorses the Orangeville Polices Services Board resolution on Intimate Partner Violence.

**CARRIED**

## **10. OPP – Detachment Updates**

- 10.1 Dufferin County Polices Services Board Report 2024

Insp. Di Pasquale provided an overview of the report as presented.

The Board was provided with an update on the Dufferin Detachment staffing level.

The Board recognized the great work taking place with the OPP presence on social media outlets and the positive effect it has on engaging the community.

- 10.2 Black Cat Training

The Board was advised that the training will take place on April 4, 2024 at the Primrose OPP detachment office.

## **11. Municipal Board Reports**

Members from each Board provided a brief update as information.

Upcoming Community Events discussed:

OPP Project CLASP event on April 2, 2024 at Canadian Tire Orangeville.

Town of Mono Open House on Traffic Safety April 27, 2024.

OPP vs Orangeville Fire Hockey Game March 16, 2024 at Tony Rose Arena.

Orangeville Lions Club Home and Garden Show April 5-7, 2024 at the Orangeville Fairgrounds.

12. **POA**

Nothing at this time.

13. **Other Business and Items for Future Joint Meetings**

The Board discussed concerns of vehicle thefts in the area.

14. **Confirming Motion**

**Resolution #: 4**

**Moved by:** W. Walker

**Seconded by:** J. Deason

BE IT RESOLVED THAT:

All actions of the Joint Police Services Board, with respect to every matter addressed and/or approved on March 8, 2024, are hereby adopted, ratified and confirmed;

And that each motion, resolution and other actions taken by the members of the Joint Police Services Board at the meeting on March 8, 2024 are hereby adopted, ratified and confirmed.

**CARRIED**

15. **Adjournment**

**Resolution #: 5**

**Moved by:** C. Russel

**Seconded by:** J. Creelman

BE IT RESOLVED THAT:

The Joint Police Services Board do now adjourn.

**CARRIED**

The meeting adjourned at 10:58 a.m.

*Minutes for Shelburne Public Library Board Meeting  
Tuesday, March 19, 2024*

**Present:**                Geoff Dunlop                James Hodder                Tricia Field  
                         Susan Graham                Sharon Martin                Patricia Clark

**Also Present:**        Rose Dotten, CEO/Head Librarian

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The Chair, Geoff Dunlop, called the meeting to order at 7:00 pm, February 20, 2024.

Reading of 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.

**Motion    12-24        S. Graham, T. Field**

Be it resolved that we approve the Agenda of the March 19, 2024, meeting.

**Carried**

**Motion    13-24        T. Field, P. Clark**

Be it resolved that we approve the minutes of the board meeting, dated February 20, 2024.

**Carried**

**Motion    14-24        S. Martin, J. Hodder**

Be it resolved that we approve the Accounts Payable Register for February, 2024, with invoices and payments in the amount of \$26,015.11.

**Carried**

CEO/ Head Librarian’s Report:

- **Statistics—including Social Media and e-resources**

Attached is a summary of the Monthly Statistics for February, 2024.

- **Programming-**

- **Children’s Programming:**

Children’s programming continues with Lego Time on Wednesday afternoons and morning Story Time every Friday morning.

- **Adult Programming:**

- **Coffee, Conversation & Books** was cancelled for February 2024. There are more events scheduled for May and October, 2024

- **Rose’s Book Club**—the 4<sup>th</sup> Tuesday of each month—The next meeting in 2024 will be on March 26, 2024.

- **Archivist on the Road—Laura Camilleri**, will be at the library once a month, the next time on Tuesday, March 26, 2024.

- **Tech Help**—is being offered by a student every Friday afternoon in half-hour segments. Appointments need to be made but walk-ins are admitted if time available. The spots are filling up fast every week.

- March Break Events
  - Tues., Mar 12/24, at 2 pm, Birds of Prey, at the Library (sold out)—80 total attendance
  - Wed., Mar. 13/24 at 2 pm “Fireside Munsch”, at Grace Tipling Hall—161 total attendance
  - Thurs., Mar 14/24 at 2 pm “Bumbling Bert”, at Grace Tipling Hall—130 total attendance

## **Business**

- **Correspondence**
  - **Kiosk**—The Kiosk has been ordered and we are waiting to hear from Foodland when the hydro and internet service will have been put in place for the Kiosk. The books are being ordered and we will provide an update when all factors are in place for the opening.
  - **Cleaning Contract:** The new cleaner is scheduled to begin the Easter weekend for the initial clean of the library including the mats which have not been done for a long time.
  - **Meeting with Mulmur Administrative Staff:** Rose presented to the board a summary of the meeting with the Mulmur staff

## **Motion 15-24 S. Martin, J. Hodder**

That we now adjourn at 8:24 p.m., to meet again April 16, 2024, at 7 pm., or at call of the Chair.

**Carried**

*Minutes for Shelburne Public Library Board Meeting*  
***Tuesday, April 16, 2024***

**Present:** Geoff Dunlop            Lindsay Wegener            Mikal Archer  
James Hodder            Tricia Field            Susan Graham  
Patricia Clark            Ruth Plowright

**Regrets:** Sharon Martin

**Also Present:** Rose Dotten, CEO/Head Librarian

---

The Chair, Geoff Dunlop, called the meeting to order at 7:00 pm, February 20, 2024.

Reading of 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.

**Motion 17-24 P. Clark, S. Graham**

Be it resolved that we approve the Agenda of the April 16, 2024, meeting.

**Carried**

**Motion 18-24 S. Graham, P. Clark**

Be it resolved that we approve the minutes of the board meeting, dated March 19, 2024.

**Carried**

**Motion 19-24 T. Field, S. Graham**

Be it resolved that we approve the Accounts Payable Register for March, 2024, with invoices and payments in the amount of \$64,074.81.

**Carried**

CEO/ Head Librarian’s Report:

- **Statistics—Including Social Media and e-resources**

Attached is a summary of the Monthly Statistics for March, 2024.

- **Programming-**

- **Children’s Programming:**

Children’s programming continues with Lego Time on Wednesday afternoons and morning Story Time every Friday morning.

- **Adult Programming:**

- **Archivist on the Road**—Laura Camilleri presented a wonderful presentation about “Museum Secrets” on April 11, 2024. Laura is in the library one day a month and the next day will be May 28, 2024.

- **Coffee, Conversation & Books** is next scheduled for May 15, in Grand Valley at the “Perked Perogi” with author Hugh Russel.

- **Rose’s Book Club**—the 4<sup>th</sup> Tuesday of each month—The next meeting in 2024 will be on April 23, 2024.

- **“Get Crafty” sessions:** Crafters come to the library to work on various crafts with other crafters. The 1<sup>st</sup> session was on April 2/24 from 2-4. It is held every Tuesday and the attendance has been amazing.
- **Tech Help**—is being offered by a student every Friday afternoon in half-hour segments. Appointments need to be made but walk-ins are admitted if time available. The spots are filling up fast every week.

## **Business**

- **Kiosk**—The Kiosk is almost ready to be delivered and Foodland has informed us that the hydro and internet service are ready and waiting for the Kiosk. The books are being ordered and we will provide an update when all factors are in place for the opening.
- **Cleaning Contract:** The new cleaner began on the Easter weekend for the initial clean of the library including the mats which have not been done for a long time.
- **Mold.** There is a lingering mold smell on the first floor and we are trying to track it down. It was discussed that we should ask about humidifiers.
- **Future Squirrel issues:** One of the board members recommended that if we have other incidents with squirrels in the attic, we should possibly try another pest control company, such as “Critter Ridder.”
- **Review of Draft 2023 Financial Statements from RLB.**

### **Motion 20-24 J. Hodder, M. Archer**

Be it resolved that the Shelburne Public Library Board receive the draft financial statements for the year 2023, as prepared by RLB, Chartered Professional Accountants, as circulated, and requests that a representative of RLB, Chartered Professional Accountants, attend the May 21, 2024, Shelburne Public Library Board meeting, to respond to any questions.

**Carried**

### **Motion 21-24 J. Hodder, R. Plowright**

That we now adjourn at 7:48 p.m., to meet again May 21, 2024, at 7 pm., or at call of the Chair.

**Carried**





## NVCA April 2024 Board Meeting Highlights

Next Meeting: May 24, 2024, held virtually

*For the full meeting agenda including documents and reports, visit [NVCA's website](#).*

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### NVCA Vice Chair acclaimed as Vice Chair on Conservation Ontario Board of Directors

On April 15, 2024, Jonathan Scott, the Vice Chair of NVCA's Board of Directors was acclaimed as vice chair of Conservation Ontario during the association's annual general meeting in Richmond Hill.

### 2023 Financial Statement

NVCA receives clean audit for 2023.

Board members received the 2023 NVCA audited financial statements as presented by KPMG LLP Chartered Accountants. [The financial statement is available on NVCA's website](#).

### Presentation on Enforcement and Compliance

Meagan Kieferle, NVCA's Senior Regulations Officer gave a presentation regarding NVCA's enforcement and compliance.

Through the *Conservation Authorities Act (CA Act)*, NVCA is responsible for protecting life and property from natural hazards such as flooding and erosion.

Enforcement tools and compliance measures play a vital role in achieving this goal by ensuring the requirements *CA Act* and associated regulations are enforced.

If activities contravene the *CA Act*, NVCA's regulations officers work with the parties involved to mitigate impacts to the environment and obtain compliance.

NVCA's regulation officers assess the violation to determine where the potential for risk is

highest, and focus efforts on resolving matters that have the most significant impacts.

Although every person who is convicted of an offence would be liable for a penalty, NVCA prefers to resolve non-compliance through voluntary compliance when possible.

Where voluntary compliance is possible, NVCA will work with the landowner to restore the work area to pre-existing conditions to avoid further enforcement action. Depending on the activity, NVCA may consider retroactive approvals.

With recent changes to the *CA Act*, NVCA officers now have additional tools such as stop work orders to reduce negative impacts to the environment.

### Deputation

Andrew Pascuzzo from Pascuzzo Planning Inc. gave a presentation regarding NVCA Permits for Wood Avenue Semis.

### Customer Satisfaction Report

In 2013, NVCA adopted a Customer Service Charter and Strategy that sets out the **authority's commitment to providing excellence** in customer service. Continuous improvement is a key element of the charter.

[Please visit NVCA's website to view the 2023 Customer Service Satisfaction Report.](#)

### Regulations

In 2023, 67 individuals and organizations completed a client survey on the NVCA permit application process. The survey is sent to all those receiving NVCA permits.

The responses that were ranked as good or excellent in 2023 was 73%, slightly higher than the 68% rating received in 2022.

In 2023, NVCA contracted Watson & Associates Economists Ltd. to review planning and regulation program rates and assess the full cost of providing plan review and permitting services, applicant affordability, competitiveness, and industry best practices.

Based on the recommendations received, NVCA staff have developed and presented an updated fee structure to the Board of Directors. The draft fees have been circulated to the development community, member municipalities, the agriculture community, aggregate industry and members of the public for comment.

Once the province lifts the freeze on conservation authority planning and development fees, and subject to the Board's approval, the new fees will be phased in over a two-year period.

## Lands

**NVCA's conservation areas received 89 reviews** in 2023, one from a customer satisfaction survey, and **88 reviews on Google's** business listings.

Ninety-three (93%) of the reviews received on Google were 4-star or 5-star reviews. The conservation areas that received the most reviews were Nottawasaga Bluffs Conservation Area, Edenvale Conservation Area and Minesing Wetlands Conservation Area.

## Education

**NVCA's environmental education program** provides hands-on, curriculum-aligned programs for JK to grade 12 students. Thousands of students take part in these programs each year.

In 2023, 8 teachers submitted feedback **surveys on NVCA's virtual environmental** education programs.

Of those responding, 100% of the respondents ranked the program as excellent.

## Stewardship

**NVCA's stewardship services include** the Nottawasaga River Restoration Program, the

Healthy Waters grant program, and other projects to protect and enhance our watershed.

Comments received from funders and landowners generally describe the expertise and **results achieved by that NVCA's** stewardship staff.

## Weddings

In 2023, the Tiffin Centre for Conservation hosted 24 wedding celebrations. Ten of these couples responded to a wedding feedback survey.

**Of those responding, 100% rated NVCA's** customer service as excellent, and 100% said they would recommend the Tiffin Centre as a wedding venue to others.

## Update of Administrative Bylaws for the Board of Directors

**NVCA's Board of Directors approved updates** to the administrative bylaws to simplify the NVCA Board of Director election process.

## Upcoming Events

### Arbor Day

NVCA will hold its 34th annual Arbor Day Tree Sale. A variety of bareroot tree and shrub seedlings will be available for sale. Trees and shrubs are sold in bundles of 10 for \$35 each. Tree availability is on a first come first serve and cannot be reserved.

Date: May 11, 2024

Location: Tiffin Centre for Conservation

### Tree Planting Event on the Mad River

Volunteer to plant trees along the creek with Friends of the Mad River and Nottawasaga Valley Conservation Authority from 9 a.m. to noon. This is a great way for students to get their volunteer hours. Pre-registration required. [Register here.](#)

Date: May 5, 2024

Location: 2295 Nottawasaga Concession 6  
Creemore, ON L0M 1G0

## Let the River Flow: Mad River benefit concert

A benefit concert in support of "The Friends of the Mad River", a local, community-based group of volunteers who are committed to restoring and sustaining the Mad River as a healthy habitat for all who rely on it. [Free registration encouraged on Eventbrite](#). This is a "Pay What You Can" event, cash donations at the door or donate online at the [Canada Helps link](#).

Date: May 26, 2024

Location: St. John's United Church, 192 Mill Street Creemore, ON L0M 1G0

## Tiffin Nature Program (for preschoolers)

Tiffin Nature Program will help preschoolers 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.

Half Day Dates: Tuesdays March 19, 2023 – June 4, 2024

Full Day Dates: Thursdays March 21, 2023 – June 6, 2024

Location: Tiffin Centre for Conservation



## **DUFFERIN COUNTY COUNCIL MINUTES**

**Thursday, May 9, 2024 at 7:00 pm**

**W & M Edelbrock Centre, 30 Centre Street, Orangeville ON**

### **Council Members Present:**

Warden Darren White (Melancthon)  
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 Wade Mills (Shelburne)  
Councillor Fred Nix (Mono)  
Councillor Lisa Post (Orangeville)  
Councillor Philip Rentsch (Grand Valley)  
Councillor Steve Soloman (Grand Valley)  
Councillor Todd Taylor (Orangeville)

### **Council Members Absent:**

Councillor James McLean (Melancthon)(prior notice)

### **Alternate Council Members Present:**

Councillor Bill Neilson (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  
Anna McGregor, Director of Community Services  
Rohan Thompson, Director of People & Equity  
Brenda Wagner, Administrator of Dufferin Oaks

Warden White called the meeting to order at 7:00 pm.

Warden White 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, May 23, 2024 at the following times:

Infrastructure and Environmental Services – 9:00 am

General Government Services Committee – 11:00 am

Health & Human Services Committee – 1:00 pm

Community Development & Tourism Committee – 3:00 pm

1. **LAND ACKNOWLEDGEMENT STATEMENT**

Warden White 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 Nix**

**THAT the Agenda and any Addendum distributed for the May 9, 2024 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 Mills, seconded by Councillor Horner**

**THAT the minutes of the regular meeting of Council on April 11, 2024, be adopted.**

**-Carried-**

**PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS**

6. **Proclamation: Multiple Sclerosis Awareness Month – May 2024**

Warden White declared May 2024 as Multiple Sclerosis Awareness Month in the County of Dufferin. James Jackson, MS Ambassador Dufferin/Caledon, was in attendance and accepted the proclamation.

7. **Proclamation: Sexual Violence Prevention Month – May 2024**

Warden White declared the month of May 2024 as Sexual Violence Prevention Month in the County of Dufferin. Lynnette Pole-Langdon, Family Transition Place, accepted the proclamation.

8. **PUBLIC QUESTION PERIOD**

Rick Ugolini, an Orangeville resident, stated that he has difficulty hearing what is being discussed by Council during the meeting due to the room set up and the white noise. Warden White stated that Council is aware that the room is not ideal, and staff will be looking into potential solutions to improve the acoustics.

**PRESENTATION AND CONSIDERATIONS OF REPORTS**

9. **General Government Services Minutes – April 25, 2024**

**Moved by Councillor Mills, seconded by Councillor Hawkins**

**THAT the minutes of the General Government Services meeting held on April 26, 2024, and the recommendations set out, be adopted.**

**-Carried-**

10. GENERAL GOVERNMENT SERVICES – April 25, 2024 – ITEM #1  
Access Dufferin Minutes

THAT the minutes from the Special Meeting of the Access Dufferin Committee on April 3, 2024, be adopted.

11. GENERAL GOVERNMENT SERVICES – April 25, 2024 – ITEM #2  
IT & GIS Update Report

THAT the report from the Acting Manager of Information Technology & Geographic Information Systems, dated April 25, 2024, titled IT & GIS Status Report, be received.

12. GENERAL GOVERNMENT SERVICES – April 25, 2024 – ITEM #3  
Creed and the Accommodation of Spiritual and Religious Observances Policy

THAT the motion be deferred to the next meeting of the General Government Services Committee.



13. GENERAL GOVERNMENT SERVICES – April 25, 2024 – ITEM #4  
Accommodation for Persons with Disability Policy

THAT the report of the Director People & Equity, titled Accommodation for Persons with Disability Policy, dated April 25, 2024, be received;

AND THAT the draft Accommodation for Persons with Disability Policy be approved.

14. GENERAL GOVERNMENT SERVICES – April 25, 2024 – ITEM #5  
Annual Report on Long Term Debt Capacity

THAT the report on Annual Report on Long Term Debt Capacity, from the Manager of Corporate Finance, Treasurer, dated April 25, 2024, be received.

15. GENERAL GOVERNMENT SERVICES – April 25, 2024 – ITEM #6  
Annual Development Charges Report

THAT the report on Annual Development Charges Report, from the Manager of Corporate Finance, Treasurer, dated April 25, 2024, be received.

16. GENERAL GOVERNMENT SERVICES – April 25, 2024 – ITEM #7  
First Quarter Financial Results

THAT the report on First Quarter Financial Results, from the Manager of Corporate Finance, Treasurer, dated April 25, 2024, be received.

17. **Health & Human Services Minutes – April 25, 2024**

**Moved by Councillor Little, seconded by Councillor Nix**

**THAT the minutes of the Health and Human Services meeting held on April 25, 2024, be adopted.**

**-Carried-**

18. HEALTH & HUMAN SERVICES – April 25, 2024 – ITEM #1  
Community Services Mid Year Staffing Update

THAT the report of the Director, Community Services, Community Services Mid Year Staffing Update, dated April 25, 2024, be received;

AND THAT the additional part-time EarlyON Program Facilitator position be approved.

19. HEALTH & HUMAN SERVICES – April 25, 2024 – ITEM #2  
First Quarter Financial Results

THAT the report on First Quarter Financial Results, from the Manager of Corporate Finance, Treasurer, dated April 25, 2024, be received.

20. **Community Development and Tourism Minutes – April 25, 2024**

**Moved by Councillor Post, seconded by Councillor Little**

**THAT the minutes of the Community Development and Tourism meeting held on April 25, 2024, be adopted.**

**-Carried-**

21. COMMUNITY DEVELOPMENT & TOURISM – April 25, 2024 – ITEM #1  
Legislative & Regulatory Changes Affecting Conservation Authorities Review & Development Permitting

THAT the Legislative and Regulatory Changes Affecting Conservation Authorities (CAs) Review and Development Permitting, dated April 25, 2024, be received.

22. COMMUNITY DEVELOPMENT & TOURISM – April 25, 2024 – ITEM #2  
Community Insight Workshop Series: Dufferin County Economic Development Strategy

THAT the report of the Manager of Economic Development, Community Insights Workshop Series: Dufferin County Economic Development Strategy, dated April 25, 2024, be received.

23. COMMUNITY DEVELOPMENT & TOURISM – April 25, 2024 – ITEM #3  
Museum Event & Rental Policy

THAT the report of the Acting Museum Services Manager, "Museum Event & Rental Policy", dated April 25, 2024, be received;

AND THAT The Museum Event & Rental Policy be approved.

24. COMMUNITY DEVELOPMENT & TOURISM – April 25, 2024 – ITEM #4  
Museum Deaccession Report – April 2024

THAT the report of the Acting Museum Services Manager, "Museum Deaccession Report", dated April 25, 2024, be received;

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

25. **COMMUNITY DEVELOPMENT & TOURISM – April 25, 2024 – ITEM #5**  
**First Quarter Financial Results**

THAT the report on First Quarter Financial Results, from the Manager of Corporate Finance, Treasurer, dated April 25, 2024, be received.

26. **Director of Public Works/County Engineer's Report – Dufferin Road 109/2<sup>nd</sup> Line Amaranth Temporary Intersection Improvements – Speed Limit Change**

A report from the Director of Public Works/County Engineer, dated May 9, 2024, to seek direction to implement a speed limit change to accommodate temporary intersection signalization.

**Moved by Councillor Post, seconded by Councillor Taylor**

**THAT the Report, Dufferin Road 109/2<sup>nd</sup> Line Amaranth Temporary Intersection Improvements – Speed Limit Change, dated May 9, 2024, from the Director of Public Works/County Engineer, be received;**

**AND THAT staff be directed to revise the posted speed limit of Dufferin Road 109 east and west of the existing Dufferin 109/2<sup>nd</sup> Line Amaranth intersection from 80 km/hr to 60 km/hr;**

**AND THAT Schedule G of the Consolidated Traffic By-Law 2005-32 be revised to include the following:**

County Road Number	From	To
109	Riddell Road	A point situated 600 metres east of the east limit of Dufferin Road 11

**-Carried-**

27. **Senior Planner's Report – Transportation Master Plan Update**

A report from the Senior Planner, dated May 9, 2024, to seek endorsement for a specific Shelburne by-pass route to advance the project.

Two items were circulated on desk:

- Comments from Grand River Conservation Authority, dated November 24, 2023
- Resolution from Township of Amaranth, dated May 8, 2024

**Moved by Councillor Nix, seconded by Councillor Post**

**THAT the matter be deferred until the June Council meeting.**

**-Carried-**

28. **Senior Planner's Report – Bill 185, Cutting Red Tape to Build More Homes Act, 2024 & the Proposed Provincial Planning Statement, 2024**

A report from the Senior Planner, dated May 9, 2024, to provide Council with an overview and analysis of Bill 185, Cutting Red Tape to Build More Homes Act, 2024, and the Proposed Provincial Planning Statement (PPS), 2024.

Councillor Gardhouse left the meeting at 8:08 pm.

**Moved by Councillor Horner, seconded by Councillor Hall**

**THAT the report of Senior Planner, Development and Tourism, titled "Bill 185, the Cutting Red Tape to Build More Homes Act, 2024, and the Proposed Provincial Planning Statement, 2024", dated May 9, 2024, be received.**

**-Carried-**

**Moved by Councillor Post, seconded by Councillor Nix**

**THAT staff be directed to submit the comments prepared by the Chief Administrative Officer to the Environmental Registry of Ontario.**

**-Carried-**

Councillor Gardhouse returned at 8:16 pm.

29. **Chief Administrative Officer's Report – County-Wide Transit Ad Hoc Committee – Terms of Reference**

A report from the Chief Administrative Officer, dated May 9, 2024, to provide a Terms of Reference regarding the creation of a County-Wide Transit Ad Hoc Committee, adopted by Council during the regular meeting on April 11, 2024.

**Moved by Councillor Taylor, seconded by Councillor Post**

**THAT the Chief Administrative Officer's report titled "County-Wide Transit Ad Hoc Committee – Terms of Reference", be received;**

**AND THAT the attached Terms of Reference be adopted;**

**AND THAT the following Council members be appointed:**

**Councillor John Creelman**

**Councillor Chris Gerrits**

**Councillor James McLean**

**Councillor Todd Taylor.**

**-Carried-**

**30. Chief Administrative Officer's Report – Monthly Update from Outside Boards**

A report from the Chief Administrative Officer, dated May 9, 2024, 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 May 9, 2024, with respect to Reports from Outside Boards, be received.**

**-Carried-**

**31. STRATEGIC PLAN UPDATE**

There was no strategic plan update.

**32. CORRESPONDENCE**

**NOTICE OF MOTIONS**

**33. Moved by Councillor Creelman**

**WHEREAS Little Sprouts School located at 308618 Hockley Road in the heart of Hockley Village is expanding to provide badly needed daycare spaces to the community;**

**AND WHEREAS the speed limit approaching Hockley Village is reduced on Hockley Road;**

**AND WHEREAS it is desirous to encourage responsible driving in the vicinity of a school (daycare), a community hall, general store and hamlet;**

**THEREFORE BE IT RESOLVED** the County of Dufferin investigates creating a Community Safety Zone on Hockley Road to mirror the already existing reduced speed zone.

34. **Moved by Councillor Creelman**

**WHEREAS** many Ontario municipalities are experiencing road safety issue including speeding;

**AND WHEREAS** Dufferin County and over 20 municipalities have endorsed Mono's declaration of a 'Road Safety Emergency';

**AND WHEREAS** Automated Speed Enforcement (ASE) is an effective tool that penalized egregious speeding;

**AND WHEREAS** notwithstanding the limitations of current Provincial mandated rules that militate against the best deployment of this technology;

**BE IT RESOLVED** that County Council requests the preparation of a staff report to recommend a process to identify a provider of ASE technology with the view to its deployment on County Road such as Dufferin Rd. 18, also known as Airport Rd., and potentially other locations where speeding is a chronic problem.

Councillor Gardhouse left the meeting at 8:20 pm.

35. **MOTIONS**

36. **CLOSED SESSION**

**Moved by Councillor Mills, seconded by Councillor Nix**

**THAT Council moved into Closed Session (8:20 pm) in accordance with the Municipal Act Section 239 (2)(c) – potential acquisition or disposition of land by the municipality.**

**-Carried-**

While in Closed Session, Council received a verbal report from the Chief Administrative Officer with respect to potential acquisition of a property.

**Moved by Councillor Hawkins, seconded by Councillor Nix**

**THAT Council move into open session (8:28 pm).**

**-Carried-**

37. **BUSINESS ARISING FROM CLOSED SESSION**

**Moved by Councillor Post, seconded by Councillor Mills**

**THAT staff proceed as directed in Closed Session.**

**-Carried-**

38. **BY-LAWS**

2024-21 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 Upper Grand District School Board. (Lease Agreement – Mel Lloyd Centre)

Authorization: Council – May 9, 2024

2024-22 A by-law to adopt a policy for delegation of authority.  
Authorization: General Government Services – March 28, 2024

2024-23 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 His Majesty the King in Right of Canada as represented by the Ministry of Natural Resources. (Zero Emission Vehicle Awareness Initiative Non-Repayable Contribution Agreement)

Authorization: Council – May 9, 2024

2024-24 A by-law to amend By-Law 2005-32, Schedule "G", to regulate traffic on roads under the jurisdiction of the County of Dufferin. (Reduce speed to 60 km/h – Dufferin Road 109)

Authorization: Council – May 9, 2024

**Moved by Councillor Hawkins, seconded by Councillor Taylor**

**THAT By-Law 2024-21 through to By-Law 2024-24, inclusive, be read a first, second and third time and enacted.**

**-Carried-**



39. **OTHER BUSINESS**

Warden White noted there will be a Pride flag raising and proclamation on June 3, 2024 at 11:00 am at 55 Zina St, Orangeville.

Warden White advised staff are working to find a date for the continuation of the County owned properties workshop. Staff will send a doodle poll to Councillors with potential dates.

Councillor Nix inquired about the status of the governance framework. The Chief Administrative Office stated that as the first step, interviews were being conducted with Council. There are a few outstanding interviews and once those have been completed, the consultant will compile the results and look for common themes.

Councillor Gardhouse returned at 8:33 pm.

Warden White stated that he and Councillor McLean met with the Mennonite community to discuss issues such as planning, additional residential units, and road safety. The Mennonite community is interested in continuing the conversation about road safety.

Councillors Nix and Post attended the opening of the Brave Canoe. The Brave Canoe will be reaching out to staff as they are hoping to host training session for local organizations in September.

40. **CONFIRMATORY BY-LAW**

2024-25      A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on May 11, 2024.

**Moved by Councillor Little, seconded by Councillor Hall**

**THAT By-Law 2024-25 be read a first, second and third time and enacted.**

**-Carried-**

41. **ADJOURNMENT**

**Moved by Councillor Gardhouse, seconded by Councillor Neilson**

**THAT the meeting adjourn.**

**-Carried-**

The meeting adjourned at 8:36 pm.

Next meeting:        Thursday, June 13, 2024  
                         Edelbrock Centre, 30 Centre Street, Orangeville ON

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Darren White, Warden

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Michelle Dunne, Clerk



## **MULMUR-MELANCTHON FIRE BOARD MINUTES**

**May 21, 2024 at 7:00 p.m.**

**Present:** Earl Hawkins, Chair – Mulmur Township  
Ralph Moore, Vice Chair – Melancthon Township  
Kim Lyon – Mulmur Township  
Mathew Waterfield – Fire Chief  
Everhard Olivieri-Munroe – Deputy Fire Chief  
Roseann Knechtel – Secretary

**Regrets:** Darren White – Melancthon Township

### **1. CALL TO ORDER**

The Chair called the meeting to order at 7:08 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 and Seconded by Moore**  
THAT the agenda be approved as circulated.

**CARRIED.**

### **4. MINUTES OF THE PREVIOUS MEETING**

**Moved by Lyon and Seconded by White**  
THAT the minutes of January 16, 2024 be approved.

**CARRIED.**

### **5. DECLARATION OF PECUNIARY INTEREST - NONE**

### **6. ADMINISTRATION**

## **6.1 Draft 2023 Financial Statements**

Mulmur-Melancthon Fire Board welcomed KPMG's Matthew Betik, who presented the draft 2023 financial statements.

### **Moved by Lyon and Seconded by Moore**

THAT the Board approve the draft financial statements as presented.

**CARRIED.**

## **6.2 Personal Use of Hall / Equipment Policy**

### **Moved by Moore and Seconded by Lyon**

THAT the Mulmur-Melancthon Fire Board maintain the Personal Use of Hall / Equipment Policy.

**CARRIED.**

## **6.3 Simucast Radio System Business Case**

Chief Waterfield and Deputy Chief Olivieri-Munroe presented the Simucast Radio System business case. Discussion ensued on digital technology and the Dufferin County Fire Service Delivery Review.

### **Moved by Lyon and Seconded by Moore**

THAT the Mulmur-Melancthon Fire Board approve participation in the Simucast Radio System project pending the completion and recommendations of the Dufferin County Fire Service Delivery Review;

AND THAT the Board direct the Treasurer to investigate the cost sharing and funding options for consideration at the next meeting.

**CARRIED.**

## **6.4 General Fire Chief Update**

Chief Waterfield provided an update on fire operations to date including: 38 calls to date, firefighter training, mutual assistance from Caledon and Rosemont Fire for the Centre Road bridge replacement, purchase of flame-resistant coveralls and anticipated timing of the new pumper.

## **7. INFORMATION ITEMS**

### **7.1 Accounts**

### **7.2 Dufferin County Council Resolution**

**7.3 2024 Mulmur Forest Risk Map**

**7.4 Fire Marshal's Public Safety Council Certification Grant**

**7.5 Township of Melancthon Resolution: Significant Incidents and Reporting**

**Moved by Lyon and Seconded by Moore**

THAT the Board receive the information items and accounts payable as presented and approved in the 2024 budget.

**CARRIED.**

**8. ADJOURNMENT**

**Moved by Moore and Seconded by Lyon**

THAT we do now adjourn at 7:42 p.m. to meet again on September 17, 2024, at 7:00 p.m., or at the call of the Chair.

**CARRIED.**

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**Chair**

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**Secretary**



## **ECONOMIC DEVELOPMENT COMMITTEE MINUTES May 28, 2024 – 9:30 AM**

Present: Darryl Stansfield, Chair  
Lisa Thomson  
Kim Lyon  
Savannah Rogers  
Roseann Knechtel, Secretary

Regrets: Diana Morris

### **1.0 CALL TO ORDER**

The Chair called the meeting to order at 9:33 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 April 17, 2024 are approved.

**CARRIED.**

### **4.0 DISCLOSURE OF PECUNIARY INTERESTS - NONE**

### **5.0 ADMINISTRATION**

#### **5.1 Spring Market**

Members discussed vendor set up and potential parking restrictions. Members will meet onsite Friday May 31<sup>st</sup> to assist with the event.

#### **5.2 The Donald Cooper Corporation – Business Speaking Event**

Members discussed potential event dates and additional event logistics including food, a master of ceremonies, other potential speakers, a presentation from the NDCC Campaign Cabinet and opening the event up to surrounding areas.

Direction was given to the Secretary to confirm a date with the speaker and Mansfield Ski Club.

**6.0 INFORMATION ITEMS**

**6.1 DBOT Business Excellence Awards**

Members congratulated the Mulmur businesses nominated in the 2024 Business Excellence Awards.

**7.0 ITEMS FOR FUTURE MEETINGS**

- **Mulmur 175**

**9.0 ADJOURNMENT**

**Moved by Thomson and Seconded by Lyon**

THAT Council adjourns the meeting at 10:14 a.m. to meet again on June 25, 2024, at 9:30 a.m. or at the call of the Chair.

**CARRIED.**



# Information Report

## Energy Conservation and Demand Management Plan Update

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### **Purpose:**

The purpose of this report is to provide an update to Council on the 2020-2024 Energy Conservation and Demand Management Plan as well as advise that the 2024-2029 version has been updated as per provincial regulatory requirements.

### **Background:**

Ontario Broader Public Sector organizations, including municipalities, are required to update 2024 Energy Conservation and Demand Management (CDM) Plans by July 1, 2024, as per Ontario Regulation 25/23.

A CDM plan helps organizations better manage their energy consumption and identify energy goals and objectives. Organizations were required to publish their first CDM plans in 2014 with mandatory updates every five years. Updates should provide progress that has been made, any actions that helped catalyze the progress while outlining what additional objectives, actions and measures are being planned to meet those targets.

### **Analysis:**

The 2020-2024 Energy Conservation and Demand Management Plan had 15 actions of which 10 were fully completed. Another five were partially completed. The nature of the actions ranged from implementing energy efficiency equipment upgrades to creating energy conservation awareness. The Township monitors energy consumption at the Mulmur-Melancthon Fire Hall, North Dufferin Community Centre (NDCC)- ice plant and building, Mansfield Water Pumping station, Public Works Building and Town Hall. Despite a small decrease in hydroelectric consumption of 0.43 % from 2020-2023 the total Greenhouse gas (GHG) emissions went up by 76 % during that same time period.

On a positive note, the 2 % increase in the Public Works building footprint with the addition in 2022 resulted in a 16 % decrease in GHG emissions from 2022 to 2023. The Town Hall building continues to be a hallmark for low GHG emissions. Some of the notable actions in 2020-2024 not covered by actions in the CDM plan were the conversion of all 92 streetlights to LED and the installation of two electric vehicle charging stations in the Town Hall parking lot.

For the 2024-2029 CDM plan, the focus will be on strategic alignment with the updated Township of Mulmur strategic plan. There is a plan for nine measures and 13 corresponding actions. A new area of emphasis will be prioritizing water losses in the Mansfield Water system. Minimizing water

loss should result in reducing electricity to run pumps and other water treatment equipment. A few of the actions target improving staff awareness of energy conservation. Other actions relate to exploring more opportunities for renewable energy given past successes in this area. Benchmarking against what other rural Ontario municipalities are doing from an energy perspective will help determine the extent of our progress. Finally, forthcoming improvements to the NDCC ice plant and Norduff room roof should result in some energy efficiency improvements that should be realized in future years. A 5 % reduction target for GHG emissions for 2024-2029 based on 2024 emission is the proposed target for this reporting period.

**Strategic Plan Alignment:**

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

**Financial Impacts:**

All proposed measures and actions for implementation of the 2024-2029 Energy Conservation and Demand Management Plan will be budgeted for in future budget cycles.

**Environmental Impacts:**

Energy conservation is one of the most cost-effective ways to reduce greenhouse gas emissions and help combat climate change, one of the most prominent global environmental issues.

**Submitted by: Chris Wolnik, Director of Infrastructure**

**Approved by: Tracey Atkinson, CAO**

Schedule A – Conservation and Demand Management Plan 2024-2029



## **CONSERVATION AND DEMAND MANAGEMENT PLAN (2024-2029)**

# Township of Mulmur

## Conservation and Demand Management Plan

Figure 1 - Energy Management Plan Framework



### 1.0 Introduction & Background

Successful energy management depends on the integration of energy efficient practices into the “business as usual” conduct of the organization, is based on a regular assessment of energy performance, and requires the implementation of procedures and measures to reduce energy waste and increase efficiency. Regardless of the size of the municipality, the common element of successful energy management is the allocation of staff and resources to continually improve energy performance.

## 2.0 Past Achievements

Energy management benefits manifest in many ways, including occupant behavioural change, equipment optimization, utility billing savings, and enhanced capital planning and operator awareness. All of these results support a culture of energy conservation that ultimately saves money. The following actions were proposed as part of the 2019-2024 Conservation and Demand Management Plan. The table is a summary of the results achieved with green highlighting 100% completion of the action and yellow highlighting 70-99 % completion.

Objective	Action	Results Achieved
Training	As part of Orientation Program – provide new staff with energy management information	<ul style="list-style-type: none"> <li>Limited energy management info provided.</li> </ul>
Awareness	Improve staff education and awareness through training, staff meetings and discussions	<ul style="list-style-type: none"> <li>Limited staff education and training</li> </ul>
Awareness	Communicate to the organization the name of the Energy Leader and distribute the Energy Management Plan	<ul style="list-style-type: none"> <li>Completed – posted on Township website</li> </ul>
Energy Efficiency	Set outside lights on a timer	<ul style="list-style-type: none"> <li>Admin building and Public works are on a timer.</li> </ul>
Energy Efficiency	Run dishwashers on off peak hours	<ul style="list-style-type: none"> <li>Completed manually by Admin staff.</li> </ul>
Energy Efficiency	Turn off all electronic devices such as coffee makers, printers, calculators, phone chargers etc. at night and on weekends	<ul style="list-style-type: none"> <li>Completed regularly by Admin staff</li> </ul>
Energy Efficiency	Enhance Building Envelope— new front doors, window replacement program, and high efficiency lighting.	<ul style="list-style-type: none"> <li>Completed</li> </ul>
Energy Efficiency	Install an electric car charging station in the parking lot of the administration building	<ul style="list-style-type: none"> <li>Installed two level 2 electric vehicle chargers in partnership with County and Flo, a private charging company.</li> </ul>
Energy Efficiency	Install rooftop solar panels on the Honeywood Arena through the Solar Energy FIT Program.	<ul style="list-style-type: none"> <li>Leaks on the flat roof and future replacement have halted any additional work towards solar panels.</li> </ul>
Energy Efficiency Awareness	Regularly track, monitor and analyze energy consumption in facilities to identify consumption, irregularities and	<ul style="list-style-type: none"> <li>Energy consumption data is reviewed regularly and acted on accordingly.</li> </ul>

	take corrective action in a timely manner.	
Procurement	<p>Fleet Procurement – Selecting vehicle engines with better fuel economy under our operating conditions.</p> <ul style="list-style-type: none"> <li>Specifying transmissions that improve fuel efficiency. <ul style="list-style-type: none"> <li>Setting specifications so that the equipment is the right size for the work</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Continue to consider fuel economy as a key consideration in vehicle purchases.</li> </ul>
Procurement	Purchase brand new rather than used Zamboni to decrease repair & maintenance costs and improve energy efficiency	<ul style="list-style-type: none"> <li>Completed</li> </ul>
Energy Efficiency Awareness	<p>Fleet Preventative Maintenance</p> <ul style="list-style-type: none"> <li>Program to schedule routine maintenance and inspection.</li> <li>Operator awareness/training.</li> <li>Equipment idling procedures.</li> <li>Use of LED lighting for vehicles and equipment.</li> <li>Use of inverters rather than generator for small tools.</li> </ul>	<ul style="list-style-type: none"> <li>All the fleet preventative maintenance measures except for equipment idling procedure have been implemented.</li> </ul>
Energy Efficiency	<p>Fleet Replacement Plan – long term planning to ensure the useful life of vehicles.</p> <ul style="list-style-type: none"> <li>Assign appropriate equipment for intended use.</li> <li>Consider alternate uses for equipment.</li> </ul>	<ul style="list-style-type: none"> <li>Continued to evaluate opportunities to right size vehicle uses.</li> </ul>
Energy Efficiency	<p>Explore potential for day lighting in areas with high sun exposure.</p> <p>Shut some office lights off where natural light available.</p>	<ul style="list-style-type: none"> <li>Completed for Administration building.</li> </ul>

Legend- 100 % completed, 70-99% completed, <70 %



Other significant energy achievements over the 2020-2024 timeframe include LED streetlighting conversion of all 92 lights in partnership with CID Powerline Electrical. This resulted in energy cost avoidance and a reduction of 31-40% in energy efficiency.

The Township of Mulmur achieved a reduction of 0.43% in hydroelectricity consumption between 2020 and 2023. An increase in GHG emissions of 34.8 % from 2020 to 2023.

The commitment to renewable energy continued throughout the five-year CDM plan. A 100-kW rooftop solar system on the Public Works facility and Town Hall buildings continued to operate without issue. The primary source of heating and cooling for the Town Hall building continued to be geothermal.

### 3.0 Current Energy Situation

The regular collection and analysis of energy use information establishes the basis for energy management energy use and cost control. Quantifying the Township's energy consumption and costs allow staff to identify where energy consumption deviates from established patterns and targets and where corrective action is required.

As part of the Township's reporting requirements to meet Energy Conservation and Demand Management Plan regulations (O.Reg 25/23), the Township has compiled energy consumption data for the main Township facilities. Table 1 highlights this information.

Table 1: Township Electricity Consumption

Property name	Hydro used (kWh)			
	2020	2021	2022	2023
Mulmur Melancthon Fire Hall	29,893.2	31,782.8	26,551.4	22,994.9
North Dufferin Community Centre-Ice Rink	198,183.0	217,950.1	187,346.9	213,933.0
North Dufferin Community Centre	24,056.6	29,243.7	28,514.7	35,279.1
Mansfield Water Pumping Station	65,417.6	40,443.3	36,384.4	35,833.1



Property name	Hydro used (kWh)			
	2020	2021	2022	2023
Public Works Building	38,061.1	44,816.0	49,744.3	43,490.4
Town Hall	33,100.8	40,200.9	39,951.5	35,229.5

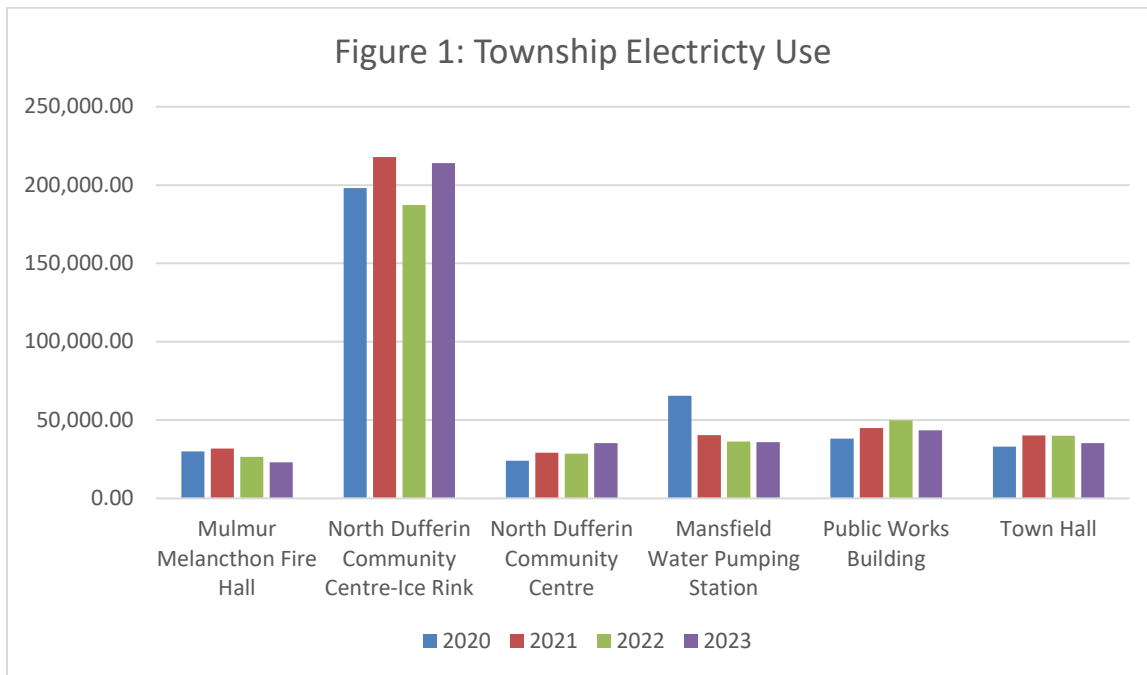


Table 2: Township Heating fuel

Property name	Total L used (propane and oil)			
	2020	2021	2022	2023
Mulmur Melancthon Fire Hall	8,3203.2	11,091.8	8,582.7	10,668.7
North Dufferin Community Centre-ice plant		5,759.9	8,759.5	7,064.7

Property name	Total L used (propane and oil)				
	2020	2021	2022		2023
North Dufferin Community Centre-	7,196.1	7,715.6	12,025.8		11,579.7
Public Works Building	11076.1	13,780.7	9,139.3	12,075.3	19,017.6

### 3.1 Greenhouse Gas (GHG) Emissions

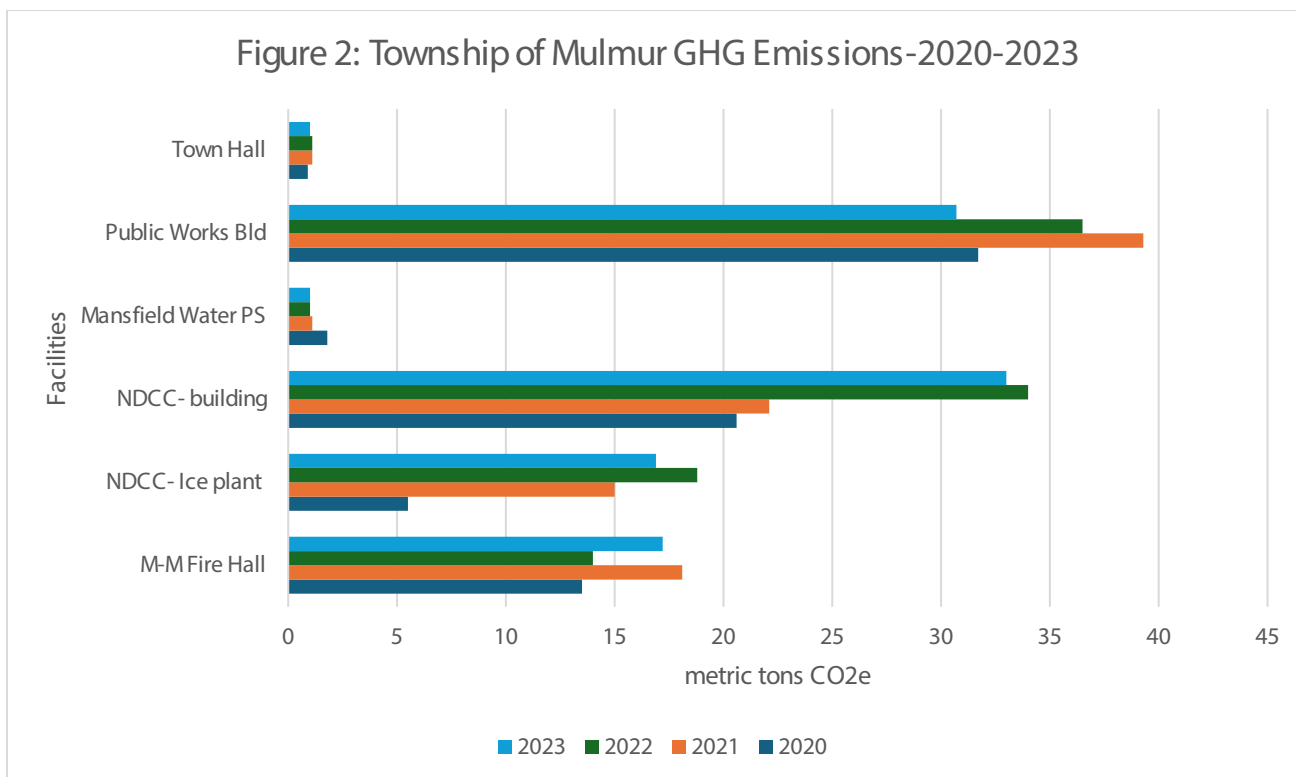
The Township of Mulmur is committed to reducing greenhouse gas (GHG) emissions that contribute to climate change and adversely affect regional air quality. To this end, the Township of Mulmur has joined the Partners for Climate Protection (PCP) program; a voluntary five-milestone framework used to guide municipalities to reduce greenhouse gas.

Under the Township's commitments to the PCP program and the Energy Conservation and Demand Management Plan regulations (O.Reg 25/23), annual greenhouse gas emissions are also reported. Table 3 highlights equivalent carbon a measure of greenhouse gas warming potential, for the Township's largest operational sources.

Table 3: Township CO<sup>2</sup> Emissions by Source

Property name	Total GHG Emissions (metric tons CO <sup>2</sup> e)			
	2020	2021	2022	2023
Mulmur Melancthon Fire Hall	13.5	18.1	14	17.2
North Dufferin Community Centre-Ice Rink	5.5	15	18.8	16.9
North Dufferin Community Centre-Building	20.6	22.1	34	33
Mansfield Water Pumping Station	1.8	1.1	1	1
Public Works Building	31.7	39.3	36.5	30.7
Town Hall	0.9	1.1	1.1	1
Total	74	96.7	105.4	99.8

Figure 2: Township of Mulmur GHG Emissions-2020-2023



## 4.0 Goals and Objectives

### 4.1 Goal

The Township of Mulmur's Energy Conservation and Demand Management Plan is guided by some of the same principles established within the mission of the recently updated Strategic Plan. Namely, the Township will provide quality services in a fiscally responsible manner so that future generations will prosper. Striving to drive down energy costs aligns well with fiscal responsibility.

Commitment towards these goals will guide the Township of Mulmur to comply with O. Reg 25/23 which requires public agencies to prepare, make available, and implement energy and conservation demand management plans.

### 4.2 Objectives

To meet the strategic goals of the Energy Conservation and Demand Management Plan, there are several objectives that align with its development and implementation:

- To continue creating a conservation culture that embraces energy efficiency and cost savings.
- To reduce energy operating and maintenance costs by implementing best practices and advanced technologies, where possible, and taking advantage of all available resources and funding for energy projects.

- To identify and seize renewable energy generation opportunities where possible.
- To reduce GHG reductions from 2024 levels by 5% by Dec 31, 2029.

## 5.0 Our Plan

### Strategic

- **Long-term strategic issues:** We will develop and implement energy policies, organize for energy management, develop the required skills and knowledge, manage energy information, communicate with our stakeholders, and invest in energy management measures.
- **Links with other municipal plans and management processes:** As an integral component of the management structure, the energy management plan is to be coordinated with the municipality's budget planning, strategic plan, purchasing policy, asset management plan and the policy development process.
- **Departmental responsibilities:** We will incorporate energy budget accountability into our corporate responsibilities.



## 6.1 Our Execution – Action List

All work completed on the plan to date culminates in the development of actions for execution. Generally, the action can be classified as a program, process, or project. In addition, all actions are linked back to particular objectives developed earlier in the plan in order to ensure that they support the objectives, which in turn supports the goals, which in turn will move the Township towards its vision.

<i>Type of Measure</i>	<i>Conservation Measure</i>	<i>Action</i>	<i>Anticipated savings</i>	<i>Owner</i>	<i>Target Date</i>
Behavioral	Training	<ul style="list-style-type: none"> <li>As part of Orientation Program – provide new staff with energy management information</li> </ul>	Estimated cost savings \$ 750 ( ~ 2 % of facility energy usage)	Director- Corporate Services	Q2–2025
Technical	Water loss reduction	<ul style="list-style-type: none"> <li>Reduce water loss from Mansfield municipal water system.</li> <li>Monitor water losses and strategies to reduce water losses from other rural, small water systems.</li> <li>Set a water loss reduction target from 2024 baseline</li> </ul>	Estimated cost savings \$ 900 ( 20 % of facility energy usage)	Director – Infrastructure	Q4-2024  Q4-2025  Q1-2026
Technical	Evaluate additional roof top solar	<ul style="list-style-type: none"> <li>Prepare business case for solar on additional municipal infrastructure:</li> <li>Investigate installing solar on Mansfield Well building and pavilion, and Honeywood Fire Station and Arena solar and signage</li> </ul>	Estimated cost savings of \$ 375 ( 8 % of facility usage)	Director of Infrastructure	Q1-2026  Q4-2026
Program	Comms.	<ul style="list-style-type: none"> <li>Establish a new engagement campaign to target occupant behaviour at the Township Admin office and Public works facility.</li> <li>Share progress on greenhouse gas reduction efforts in one of the monthly Township newsletters.</li> <li>Share progress on greenhouse gas reduction efforts at a community Town hall meeting</li> </ul>	Estimated cost savings of \$ 200 ( 2 % of facility energy usage at two facilities)	Office & Comms Coordinator  Director of Infrastructure	Q4- 2025  Q1- 2026  Q2- 2026

<i>Type of Measure</i>	<i>Conservation Measure</i>	<i>Action</i>	<i>Anticipated savings</i>	<i>Owner</i>	<i>Target Date</i>
Behavioral	Staff Awareness	<ul style="list-style-type: none"> <li>Share building energy management and performance with arena staff</li> </ul>	Estimated cost savings of \$ 200 ( 2 % of facility energy usage at two facilities)	Public Works Foreperson	Q2-2025
Organizational	Monitoring	<ul style="list-style-type: none"> <li>Benchmark GHG emissions from facilities against other rural municipalities</li> <li>Explore the possibility of deploying energy submetering on NDCC ice refrigeration plant and Mansfield Water system large pumps.</li> </ul>	Estimated cost savings of \$ 700 (( 2 % of facility energy usage at facility	Director of Infrastructure	Q1- 2027
Organizational	Energy efficiency	<ul style="list-style-type: none"> <li>Investigate, document, and communicate funding sources for energy projects, including government and utility grants and incentives.</li> </ul>	N/A	Treasury assistant	Ongoing
Organizational, technical	Monitoring	<ul style="list-style-type: none"> <li>Complete an energy audit on the Township facility with the highest energy usage</li> </ul>	Estimated savings of \$ 3.5k ( 10 % of energy costs)	Director of Infrastructure	Q2, 2028

## 6.2 Our Evaluation

The results of our energy management plan will be evaluated by monitoring our progress towards our targeted performance, and by reporting the findings to our various stakeholders. In addition, our evaluation will include a review and update of the energy plan as necessary. The evaluation process is ongoing and provides the critical feedback that leads to continuous improvement.

The following performance indicators will be used to help monitor progress in the implementation of the Energy Conservation and Demand Management Plan.

- Corporate Greenhouse gas emissions per resident served (eCO<sub>2</sub>-equivalent carbon dioxide/pp);
- Energy Utilisation Index (EUI) (ekWh/ft<sup>2</sup>, ekW/ft<sup>2</sup>,ekWh/user/y);
- Total Energy Cost Intensity ( \$/ft<sup>2</sup>/yr ) ;and
- Employee Awareness Index (Hours of training/employee/year)



These performance indicators will be reviewed annually to evaluate their effectiveness in advancing the key objectives and modified accordingly.

### **Monitoring Progress**

- Ongoing monitoring of consumption: An energy monitoring and targeting system will be implemented and maintained as an integral component of our management information system.

### **Review & Reporting**

Following the approval of Council at their June 2024 meeting there will be regular reporting.

- Reports to Council: Annual energy performance summary reports will be generated to apprise Council of the progress made towards our corporate energy goals and objectives.
- Reports to stakeholders (community): The general public will be apprised of energy performance of municipal facilities and the impact of implemented energy management measures where appropriate.



May 13, 2024

Association of Municipal Managers, Clerks and  
Treasurers of Ontario (AMCTO)  
AMCTO Advocacy Team  
([advocacy@amcto.com](mailto:advocacy@amcto.com))

Dear Sir/Madam:

**RE: MFIPPA Modernization**

---

This is to advise that the Council of the Corporation of the Township of Alnwick/Haldimand at their Special Council Meeting on January 25th, 2024, passed the following resolution:

**RES:20240125-11**

Moved by Deputy Mayor Joan Stover, seconded by Councillor Greg Booth;

*"Whereas the Municipal Freedom of Information and Protection of Privacy Act, 1990 (MFIPPA) has not been comprehensively reviewed in over 30 years; and*

*Whereas municipalities consider transparency an important tool for building and maintaining public trust and recognize the importance of continuously improving; and*

*Whereas municipal administrators need legislation that supports effective local program delivery, is responsive to current technology and reflects its original intent of open and accountable government; and*

*Whereas MFFIPA presents a number of challenges for municipal staff which can hinder its effectiveness and efficiency when it comes to serving the public; and*

*Whereas municipalities should have updated legislation that ensures municipal resources are best allocated; increases trust in public institutions through strengthening*



*accountability, transparency and responsiveness; and addresses the needs of the digital era; and*

*Whereas the Association of Municipal Managers, Clerks, and Treasurers of Ontario (AMCTO) has comprehensively reviewed MFIPPA and put forward recommendations in their submission "Looking Ahead: A Proactive Submission to Modernize the Municipal Freedom of Information and Protection of Privacy Act";*

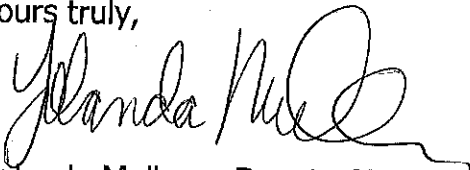
*Be it resolved that the Ministry of Public Business and Service Delivery be requested to review MFIPPA and consider recommendations as outlined by AMCTO within their submission, "Looking Ahead: A Proactive Submission to Modernize the Municipal Freedom of Information and Protection of Privacy Act"; and*

*Further be it resolved that Council direct the Deputy Clerk to send a copy of this resolution to AMCTO's Advocacy Team, the Ministry of Public and Business Service Delivery and all Ontario municipalities."*

CARRIED

We respectfully submit the resolution supporting the review and reform of MFIPPA.

Yours truly,



Yolanda Melburn, Deputy Clerk  
Township of Alnwick/Haldimand  
905-349-2822 ext. 32  
[ymelburn@ahthwp.ca](mailto:ymelburn@ahthwp.ca)

Cc: Ministry of Public and Business Service Delivery  
All Ontario Municipalities

**THE CORPORATION OF THE TOWN OF SMITHS FALLS**  
**Regular Council Meeting**

**Resolution Number** 2024-04-074

**Title:** Basic Income Guarantee

**Date:** Monday, April 8, 2024

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**Moved by** J Miller

**Seconded by** P McKenna

WHEREAS, per Statistics Canada data, in 2020 the median after-tax household income in Smiths Falls was \$56,400, the lowest of any lower or single-tier municipality in Lanark County (Beckwith the highest, at \$107,000), and compared to \$77,000 for Lanark County as a whole;

WHEREAS, per the 2021 Census of Canada 1490 out of 9085 residents of Smiths Falls (16.4% of the total) lived in low income, based on the Low Income After Tax (LIM-AT) measure;

WHEREAS, of the 1490 Smiths Falls citizens living in low income in 2021, 120 of them were children five years old or younger, 215 of them were children between the ages of six and 17, and 365 of them were seniors aged 65 or over;

WHEREAS, the level of income is one of the most important social determinants of health, and relates to many other determinants including education and literacy, healthy behaviours, one's social environment, and employment and work conditions;

WHEREAS, low income is strongly correlated with a wide range of negative health outcomes, including heart disease, cancer, diabetes, and poor mental health, and with shorter life expectancies compared to higher income persons;

WHEREAS, the minimum wage in Ontario and the maximum amounts of financial support available through Ontario Works (OW) and the Ontario Disability Support Program (ODSP) are deeply insufficient to meet the basic needs of full-time minimum wage workers, or of individuals or families drawing OW or ODSP support;

WHEREAS, ongoing, widespread, and rapid changes in labour markets, including due to outsourcing, artificial intelligence, automation, and advance of the "gig" economy, are causing more and more people to be exposed to labour changes beyond their control, adding to their vulnerability to low income;

WHEREAS, basic income is a means by which individuals, families, and whole communities can be less vulnerable to negative changes in health, relationship or family status, and labour markets, and better able to navigate transitions and challenging circumstances;

WHEREAS, basic Income is money distributed to eligible people, regularly, reliably, and without work requirement, and which, absent other income, should meet basic human needs;

WHEREAS, basic income exists in Canada in the form of longstanding programs like the Canada Child Benefit and the Guaranteed Income Supplement for seniors, programs with demonstrated positive impacts on basic income recipients, economies, and our greater society;

WHEREAS, there is need to establish basic income security for working-age adults in Canada who, at present and in general, lack sufficient social protection against low income;

WHEREAS, there is a growing body of evidence that basic income is not a disincentive on the pursuit or retention of employment and that, further, basic income is more likely to support such pursuit or retention given its stabilizing effect in the lives of people;

WHEREAS, the gross cost of a basic income program is reduced to a net cost once various funding options are exercised and the fiscal benefits of basic income are realized (e.g., basic income as a local economic stimulus);

WHEREAS, Canada, one of the wealthiest nations in the world, has the fiscal capacity to support a



basic income guarantee for working-age adults;

WHEREAS, the call for basic income in Canada has been and is being made by public health authorities, including the Leeds, Grenville and Lanark District Health Unit per its November 2023 report on food insecurity within the health region;

WHEREAS, the call for basic income in Canada has been and is being made by many other interests, including a growing number of municipalities in Ontario and beyond, and by a range of provincial and federal parliamentarians;

WHEREAS, a 2022 national public opinion poll suggests that six in 10 adults in Canada support the concept of basic income;

AND WHEREAS, the Town of Smiths Falls wishes to add its municipal voice to the call for a basic income guarantee for working-age adults in Canada.

THEREFORE, BE IT RESOLVED:

- 1) That the Town of Smiths Falls supports the concept of a basic income guarantee for working-age adults to help combat low income and economic vulnerability within our community;
- 2) That the Town of Smiths Falls calls upon the federal and the provincial and territorial governments to collaborate on the design, introduction, implementation, and ongoing evaluation of a national basic income guarantee program for working-age adults;
- 3) That the Council of the Town of Smiths Falls directs the Mayor to write (a) a letter to Prime Minister Justin Trudeau, copy to relevant federal ministers and to Lanark-Frontenac-Kingston MP Scott Reid; and (b) a letter to Ontario Premier Doug Ford; copy to relevant provincial ministers and to Lanark-Frontenac-Kingston MPP John Jordan, calling on these orders of government to collaborate on the design, introduction, implementation, and ongoing evaluation of a national basic income guarantee program for working-age adults;
- 4) That the Council of the Town of Smiths Falls directs the Mayor to write a letter to each of the Mayor's counterparts in the lower-tier municipalities in Lanark County, encouraging each municipality to also pass a resolution similar to that adopted by the Town of Smiths Falls;
- 5) That a copy of this resolution be shared with all other municipalities in Ontario, and with the presidents of the Eastern Ontario Mayors Caucus, the Eastern Ontario Wardens' Caucus, the Association of Municipalities of Ontario, the Rural Ontario Municipal Association, and the Federation of Canadian Municipalities.

**Carried**



\_\_\_\_\_  
Mayor



*The Corporation of*

*THE TOWNSHIP OF MELANCTHON*

*157101 Highway 10, Melancthon, Ontario, L9V 2E6*

*Telephone - (519) 925-5525*

*Fax No. - (519) 925-1110*

*Website: [www.melancthontownship.ca](http://www.melancthontownship.ca)*

*Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)*

May 3, 2024

Shelburne and District Fire Board  
Mulmur-Melancthon Fire Board  
Township of Southgate Fire Department

Dear Sirs/Madams:

At the meeting of Council held on May 2, 2024, the following motion was passed:

*Moved by McLean, Seconded by Moore*

Be it resolved that: "Whereas First Responders in Dufferin County provide an essential service in protecting and supporting individuals in their immediate time of need;

And Whereas Township and County politicians and staff require information about significant incidents so that they can help impacted individuals access medium and long-term support;

And Whereas Township and County politicians and staff require information about significant incidents so that they can communicate an appropriate amount of information to the public and news media;

And Whereas there are currently no established processes to communicate information between First Responders and Township and County politicians and staff;



Now therefore be it resolved that Melancthon Council request that the Shelburne Fire Board, Mulmur-Melancthon Fire Board and Township of Southgate Fire Department establish a process to share information on significant incidents with the relevant Dufferin County CAOs, Mayors, Deputy Mayors and the County of Dufferin Manager of Preparedness, 911 & Corporate Projects;

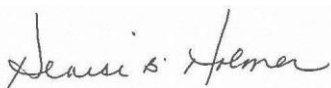
And further that a "significant incident" constitutes any situation that has: 3 or more alarms, people who are unable to return to their homes, the potential for media attention, and/or loss of life;

And further that when a significant incident occurs the Fire Chief in command of the scene communicates the following information to the relevant Dufferin County CAOs, Mayors, Deputy Mayors and the County of Dufferin of Preparedness, 911 & Corporate Projects: whether the incident is ongoing or concluded; the location and number of people impacted; whether the Red Cross was activated; whether social services were offered; serious injuries/fatalities; any injury/exposure to responders including the potential for emotional injuries;

And further that significant incidents be communicated by email to the relevant Dufferin County CAOs, Mayors, Deputy Mayors and the County of Dufferin Manager of Preparedness, 911 & Corporate Projects no later than 12 hours after the time that the significant incident has been resolved." Carried.

Thank you.

Yours truly,

A handwritten signature in cursive script, appearing to read "Denise B. Holmes".

Denise B. Holmes, AMCT  
CAO/Clerk

- c. CAO's and Members of Council: County of Dufferin, Town of Shelburne, Town of Mono, Township of Amaranth, Township of Mulmur;  
Steven Murphy, Manager – Preparedness, 911 & Corporate Projects, County of Dufferin



**TOWNSHIP OF  
BRUDENELL, LYNDOKH AND RAGLAN**

42 Burnt Bridge Road, PO Box 40  
Palmer Rapids, Ontario K0J 2E0  
TEL: (613) 758-2061 · FAX: (613) 758-2235

May 1, 2024

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

Dear Mr. Ford,

**Re: Township of Brudenell, Lyndoch and Raglan – Supporting the Town of Aurora's Request for Amenity Sharing Memorandum of Understanding (MOU) with School Boards for Evening/Weekend Gymnasium Use"**

Please be advised that at their last regular meeting of Council on Wednesday May 1<sup>st</sup>, 2024, the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan supported the following resolution:

Resolution # 2024-05-01-09

Moved By: Councillor Keller

Seconded by: Councillor Quade

**"Be it resolved that the Council of the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby supports the Town of Aurora's Request for Amenity Sharing Memorandum of Understanding (MOU) with School Boards for Evening/Weekend Gymnasium Use.**

**And further that Council directs staff to provide a copy of this resolution to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Education; the Local Member of Provincial Parliament; the Association of Municipalities of Ontario (AMO); and all Ontario Municipalities."**

**CARRIED.**





Legislative Services  
Michael de Rond  
905-726-4771  
clerks@aurora.ca

Town of Aurora  
100 John West Way, Box 1000  
Aurora, ON L4G 6J1

March 6, 2024

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

**Delivered by email**  
premier@ontario.ca

Dear Premier Ford:

**Re: Town of Aurora Council Resolution of February 27, 2024  
Member Motion 8.2.7 - Mayor Mrakas; Re: Request for Amenity Sharing  
Memorandum of Understanding (MOU) with School Boards for Evening/Weekend  
Gymnasium Use**

Please be advised that this matter was considered by Council at its meeting held on February 27, 2024, and in this regard, Council adopted the following resolution:

**Whereas the Town of Aurora recognizes the importance of fostering community engagement and providing recreational opportunities; and**

**Whereas schools are funded by local taxpayers; and**

**Whereas school gymnasiums serve as valuable amenities that can enhance recreational activities for residents; and**

**Whereas existing school board policies/procedures do not prioritize municipal residency within their allocation of the use of space; and**

**Whereas the school board charges a premium rate to use the schools on weekends causing a barrier for the Town or local organizations to afford;**

- 1. Now Therefore Be It Hereby Resolved That this Council requests the Province and the Minister of Education to assist in making school board facilities available to local municipalities on a priority, at a cost recovery rate; and**
- 2. Be It Further Resolved That Council requests the School Boards within the jurisdiction of the Town of Aurora to enter into a Memorandum of Understanding (MOU) with the Town for the shared use of school gymnasiums on evenings and weekends; and**
- 3. Be It Further Resolved That a copy of this request be sent to the relevant School Boards, expressing the Town's interest in establishing a collaborative agreement for evening and weekend gymnasium access; and**

- 4. Be It Further Resolved That the Town staff is directed to collaborate with the School Boards in drafting the terms and conditions of the MOU, ensuring clarity and fairness in the shared use of these facilities; and**
- 5. Be It Further Resolved That upon reaching an agreement, the MOU shall be presented to Council for review and approval; and**
- 6. Be It Further Resolved That a copy of this Motion be sent to The Honourable Doug Ford, Premier of Ontario, The Honourable Paul Calandra, Minister of Municipal Affairs and Housing, The Honourable Stephen Lecce, Minister of Education, Marit Stiles, Leader of the Ontario New Democratic Party, Bonnie Crombie, Leader of the Ontario Liberal Party, and all MPPs in the Province of Ontario; and**
- 7. Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration of support.**

The above is for your consideration and any attention deemed necessary.

Sincerely,



Michael de Rond

Town Clerk

The Corporation of the Town of Aurora

MdR/lb

Attachment (Council meeting extract)

Copy: York Region District School Board  
York Catholic District School Board  
Conseil scolaire catholique MonAvenir  
Hon. Paul Calandra, Minister of Municipal Affairs and Housing  
Hon. Stephen Lecce, Minister of Education  
Marit Stiles, Leader of the Ontario New Democratic Party  
Bonnie Crombie, Leader of the Ontario Liberal Party  
All Ontario Members of Provincial Parliament (MPPs)  
Association of Municipalities of Ontario (AMO)  
All Ontario municipalities





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**8. Standing Committee Reports**

**Moved by Councillor Thompson**

**Seconded by Councillor Gaertner**

That the Standing Committee Reports, items 8.1 and 8.2, be received and the recommendations carried by the Committee approved, with the exception of sub-items 8.1.7, 8.1.8, 8.2.1, 8.2.4, 8.2.6, and 8.2.8, which were discussed and voted on separately as recorded below.

**Yeas (6): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, and Councillor Gallo**

**Absent (1): Councillor Kim**

**Carried (6 to 0)**

**8.2 General Committee Meeting Report of February 20, 2024**

**8.2.7 Member Motion - Mayor Mrakas; Re: Request for Amenity Sharing Memorandum of Understanding (MOU) with School Boards for Evening/Weekend Gymnasium Use**

Whereas the Town of Aurora recognizes the importance of fostering community engagement and providing recreational opportunities; and

Whereas schools are funded by local taxpayers; and

Whereas school gymnasiums serve as valuable amenities that can enhance recreational activities for residents; and

Whereas existing school board policies/procedures do not prioritize municipal residency within their allocation of the use of space; and

Whereas the school board charges a premium rate to use the schools on weekends causing a barrier for the Town or local organizations to afford;

- 1. Now Therefore Be It Hereby Resolved That this Council requests the Province and the Minister of Education to assist in making**

school board facilities available to local municipalities on a priority, at a cost recovery rate; and

2. Be It Further Resolved That Council requests the School Boards within the jurisdiction of the Town of Aurora to enter into a Memorandum of Understanding (MOU) with the Town for the shared use of school gymnasiums on evenings and weekends; and
3. Be It Further Resolved That a copy of this request be sent to the relevant School Boards, expressing the Town's interest in establishing a collaborative agreement for evening and weekend gymnasium access; and
4. Be It Further Resolved That the Town staff is directed to collaborate with the School Boards in drafting the terms and conditions of the MOU, ensuring clarity and fairness in the shared use of these facilities; and
5. Be It Further Resolved That upon reaching an agreement, the MOU shall be presented to Council for review and approval; and
6. Be It Further Resolved That a copy of this Motion be sent to The Honourable Doug Ford, Premier of Ontario, The Honourable Paul Calandra, Minister of Municipal Affairs and Housing, The Honourable Stephen Lecce, Minister of Education, Marit Stiles, Leader of the Ontario New Democratic Party, Bonnie Crombie, Leader of the Ontario Liberal Party, and all MPPs in the Province of Ontario; and
7. Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration of support.

**Carried**





# TOWN OF HALTON HILLS

THE CORPORATION  
OF  
THE TOWN OF HALTON HILLS

Resolution No.: 2024-0078

Title: Niagara Escarpment Enforcement

Date: May 6, 2024

Moved by: Councillor C. Somerville

Seconded by: Councillor J. Brass

Item No. 12.1

WHEREAS the Province of Ontario established the Niagara Escarpment area in 1973 and the Niagara Escarpment Plan in 1985 which protects a swath of land 725 KM long from Bruce to Niagara;

AND WHEREAS the governance for the Niagara Escarpment Plan, offices and staff is under the direct control of the Niagara Escarpment Commission (NEC) which receives funding from the Province of Ontario, specifically the Ministry of Natural Resources and Forestry;

AND WHEREAS in whole or part, 23 local Municipalities, 7 Regions and the City of Hamilton all fall in the Niagara Escarpment catchment area;

AND WHEREAS the Municipalities within the area are restricted in which areas they can enforce for violation of the Niagara Escarpment plans;

AND WHEREAS the Niagara Escarpment Commission lists 1 Compliance Specialist and 1 Compliance Supervisor to cover an area of 195,000 Hectares and a distance of 725 KM which despite their best efforts means some areas may not receive any coverage for investigations;

AND WHEREAS it is not uncommon for investigation of violations within the plan area to be substantially delayed due to a lack of NEC staffing and resources, undermining the Town's ability to enforce its by-laws, protect the natural environment and maintain peace and order in the municipality;

NOW THEREFORE be it resolved that Town of Halton Hills requests the Province of Ontario to increase funding for the Niagara Escarpment Commission to immediately hire and train more compliance officers to investigate the backlog of complaints and violations that have been filed in the area, together with the staff needed to support those appointments, and that those appointments occur in a timely manner in order to address the severe lack of enforcement resources in the area;

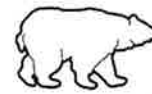
AND FURTHER THAT a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, Honourable Graydon Smith, Minister of Natural Resources and Forestry, the Honourable Ted Arnott MPP, Mayor Gord Krantz, Halton's Niagara Escarpment Commission member, the Association of Municipalities of Ontario (AMO), The Region of Halton, City of Hamilton, the City of Burlington, Town of Milton and all Municipalities within the Niagara Escarpment area.

  
\_\_\_\_\_  
Mayor Ann Lawlor



**THE TOWN OF COCHRANE**

171 Fourth Avenue  
Cochrane, Ontario, Canada, P0L 1C0  
T: 705-272-4361 | F: 705-272-6068  
E: townhall@cochraneontario.com



ONTARIO, CA

**COCHRANE**  
WONDERFULLY UNEXPECTED

**“Via Email: [Premier@ontario.ca](mailto:Premier@ontario.ca)”**

May 24<sup>th</sup>, 2024

The Honorable Doug Ford  
Premier of Ontario

**Re: Increase Ontario Community Infrastructure Fund**

This will serve to advise you that Council of the Corporation of the Town of Cochrane, at its regular meeting held Tuesday, May 14<sup>th</sup>, 2024, passed the following resolution pertaining to the above noted:

**“Resolution No. 283-2024**

**Moved by: Councillor Sylvie Charron-Lemieux**

**Seconded by: Councillor France Bouvier**

**WHEREAS** like the City of Toronto, The Corporation of the Town of Cochrane and all municipalities in the Province of Ontario are experiencing significant financial and budgetary pressures including those related to infrastructure development, maintenance, and repairs, and are seeking reasonable solutions to address the same while balancing their financial books; and

**WHEREAS** the uploading of municipal highway infrastructure to the Province of Ontario or, alternatively, appropriately increasing the Ontario Community Infrastructure Fund to Ontario municipalities will assist municipalities in addressing such financial challenges;

**THEREFORE, BE IT RESOLVED THAT** the Province of Ontario:

- (i) upload from local municipalities the responsibility of and costs associated with the continued construction, operation, and maintenance of major municipally owned highways throughout the Province of Ontario to the Ontario Ministry of Transportation; or
- (ii) alternatively, if uploading is not the preferred option of the Province and/or local municipality, to appropriately increase the Ontario Community Infrastructure Fund to municipalities so as to fairly and equitably allocate resources to Ontario municipalities.

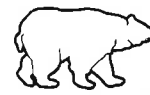
**FURTHERMORE, THAT** a copy of this resolution be circulated to all municipalities in Ontario; the Association of Municipalities of Ontario; Timiskaming-Cochrane MPP, John Vanthof; the Ontario Minister of Transportation, the Hon. Prabmeet Singh Sarkaria; and the Premier of Ontario, the Hon. Doug Ford.

**CARRIED.”**



**THE TOWN OF COCHRANE**

171 Fourth Avenue  
Cochrane, Ontario, Canada, P0L 1C0  
T: 705-272-4361 | F: 705-272-6068  
E: townhall@cochraneontario.com



ONTARIO, CA

**COCHRANE**

**WONDERFULLY UNEXPECTED**

Your attention to this matter is greatly appreciated!

Yours truly,

**THE CORPORATION OF THE TOWN OF COCHRANE**

Alice Mercier  
Clerk

AM/ed

c.c: All Ontario Municipalities;  
Association of Municipalities of Ontario;  
Ontario Minister of Transportation, Hon. Prabmeet Singh Sarkira;  
Timiskaming-Cochrane MPP, John Vanthof





April 25, 2024

Honourable Doug Ford  
Premier's Office  
Room 281  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1  
[doug.fordco@pc.ola.org](mailto:doug.fordco@pc.ola.org)



Come for a visit. Stay for a lifestyle.

**Re: Northumberland Inter-Municipal Task Force on Housing and Homelessness motion re:  
Funding Social Services**

At its meeting of April 25, 2024, Council considered the update brought forward by Councillor Rob Pope re: Northumberland Inter-Municipal Task Force on Housing and Homelessness motion re: Funding Social Service and passed the following motion:

Motion No. THC-240425-21

Moved by Councillor Rob Pope  
Seconded by Councillor Daniel Giddings

Whereas Ontario is experiencing a housing crisis, with housing costs far exceeding affordable levels by any standard including in Northumberland County;

And Whereas the prevalence of homelessness is quickly increasing beyond the capacity of local governments to create new emergency, transitional, or affordable housing;

And Whereas homelessness is a condition that can largely be prevented with adequate resources, but that nonetheless puts an increasing number of residents at risk of considerable harm or death;

And Whereas insufficient housing and social services fail not only to provide for those experiencing homelessness, but also cause significant economic costs to lower and upper tier municipalities as well as to the province in the form of higher policing, first responder, healthcare, and economic development costs, among others;

And Whereas insufficient housing and social services fail not only to provide for those experiencing homelessness, but also cause significant social costs in communities that experience social estrangement, insecurity, and fear associated with increased crime and visible drug use, all of which causes considerable social and political unrest;

And Whereas the Province of Ontario dictates the requirement for social services including emergency shelters, but limits their operation through insufficient funding, thereby causing said economic and social costs at the upper and lower tiers of municipal governance;

And Whereas the municipalities of Northumberland County recognize our moral and legal obligation to provide adequate shelter and public safety for all residents, but are limited in our capacity to unilaterally do so by constrained finances;

Now therefore be it resolved that the Municipality of Trent Hills, along with other Northumberland County municipalities, call upon the Province of Ontario to significantly increase funding for housing, shelters, and other necessary social services to ensure adequate levels of service to meet the needs of our residents;

And that this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, to the Honourable Paul Calandra, Minister for Municipal Affairs and Housing, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland-Peterborough South, and to all Ontario municipalities.

Carried.

Should you have any questions, please do not hesitate to contact the Municipality.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Douglas Irwin', written over a horizontal line.

J. Douglas Irwin  
Director of Legislative Services/Clerk





## **The Corporation of the Township of Mulmur**

**By-Law No. \_\_\_\_ – 2024**

### **Being a By-Law to amend By-Law No. 28-18, as amended, the Comprehensive Zoning By-law for the Corporation of the Township of Mulmur.**

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

**And Whereas** Council hosted a public meeting on May 1, 2024 and is satisfied that Notice of the Public Meeting have been given in accordance with the *Planning Act*, R.S.O.1990, c.P. 13, as amended, and that no further notice is required;

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

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

1. That Section 5, Definitions is amended by deleting the definition for MOTOR VEHICLE, COMMERCIAL, PARKING LOT, RECREATIONAL VEHICLE and TRANSPORTATION DEPOT and adding the following definitions:

MOTOR VEHICLE COMPOUND means a lot containing a building or portion of a lot containing a building, which premises are used for the temporary storage and impounding of motor vehicles taken from a collision scene or otherwise towed or conveyed and awaiting repair or demolition, retrieval, or disposal.

MOTOR VEHICLE, HEAVY: A motor vehicle or combination having a registered gross weight, actual gross weight, or a manufacturer's gross weight greater than 4,500 kilograms.

PARKING LOT: A parking area forming a principal use of a lot, and may include a school bus parking area and school bus marshalling yard, but shall not include a Motor Vehicle Compound.

RECREATIONAL TRAILERS AND VEHICLES: motorized vehicles, trailers or combinations which provide short term occupancy intended and used for travel,

recreation and vacationing, designed to be self-propelled or towed or propelled by a motor vehicle, and includes such vehicles commonly known as *travel trailers*, camper and *tent trailers*, truck campers, motor homes, boats, toy-haulers or other similar recreational vehicles and trailers. This definition may include, a bus, motor home, truck or van if equipped as above, notwithstanding that its running gear is or may be removed.

**TRANSPORTATION DEPOT:** A lot used principally for the storage, servicing, hiring, loading or unloading of trucks, buses or other fleet vehicles and may include a building containing a use directly related to the parking, storing, servicing, hiring, loading or unloading of such fleet vehicles. This may include the temporary storage of goods or wares prior to shipment.

2. That the term commercial vehicle is replaced with heavy motor vehicle where it appears throughout the by-law.
3. That Section 3.16 VEHICLES, TRAILERS AND EQUIPMENT STORAGE is deleted and replaced with the following:

### **3.16 VEHICLES, TRAILERS AND EQUIPMENT**

#### **3.16.1 Storage and Parking**

The parking and storage of vehicles, trailers, equipment, truck bodies, and storage containers shall be prohibited except where explicitly permitted. Parking spaces and areas required in accordance with this By-law shall be used for the parking of operative, currently licensed vehicles only and for vehicles used in an operation incidental to the permitted uses in respect of which such parking spaces and areas are required or permitted.

#### **3.16.2 Heavy Motor Vehicles**

A maximum of one *heavy motor vehicle* may be stored or housed on the lot provided there is sufficient parking spaces for all uses on the lot.

*Heavy motor vehicles* used in conjunction with an agricultural use in the Countryside Zone are permitted.

Notwithstanding the above, a maximum of two operative and currently licensed school buses may be stored on a lot in a Rural Residential (RR) or Countryside (A) zones subject to each driver being a resident on the lot.

Heavy motor vehicles used in conjunction with a permitted commercial use are permitted subject to site plan approval. A *contractors yard* or *transportation depot* are prohibited except where explicitly permitted.

#### **3.16.3 Parking Locations**



Parking and storage shall be contained within the property lines and shall not be within any required sight-triangles in accordance with section 3.14.5. Where a heavy motor vehicle is being parked in an Estate Residential (ER) or Hamlet Residential (HR) zone, a 1.5 m wide landscaping strip adjoining such abutting lot line, or portion thereof, shall be required.

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

Read a first, second and third time and finally passed this 5<sup>th</sup> day of June, 2024.

---

JANET HORNER, MAYOR

---

ROSEANN KNECHTEL, CLERK



**THE CORPORATION OF THE TOWNSHIP OF MULMUR**

**BY-LAW NO. - 2024**

**BEING A BY-LAW TO AUTHORIZE THE SIGNING OF SERVICE COLLECTION  
FEE AGREEMENTS FOR LIBRARY SERVICES**

**WHEREAS** THE Township of Mulmur provides library services to its residents through the use of agreements with libraries located outside of the municipality;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF  
MULMUR HEREBY ENACTS AS FOLLOWS:**

1. THAT the Township of Mulmur enter into a Service Collection Fee Agreement with the New Tecumseth Public Library, substantially in the form attached hereto as Schedule "A".
2. THAT the Township of Mulmur enter into a Service Collection Fee Agreement with the Clearview Public Library, substantially in the form attached hereto as Schedule "B".
3. THAT the Township of Mulmur enter into a Service Collection Fee Agreement with the Shelburne Public Library, substantially in the form attached hereto as Schedule "C".

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 5th day of  
JUNE, 2024.

.....

JANET HORNER, MAYOR

.....

ROSEANN KNECHTEL, CLERK





New Tecumseth  
Public Library

9 May 2024

Ms. Tracey Atkinson  
Chief Administrative Officer / Clerk  
The Corporation of the Township of Mulmur  
758070 2nd Line East  
Mulmur, ON  
L9V 0G8

Hello Tracey,

The New Tecumseth Public Library (NTPL) has calculated **124** active library users for your municipality for 2024.

As of 2024, the Library Board has motioned to begin increasing the percentage we provide to Contracting Municipalities to the total budget increase for NTPL for the calendar year. As this year's budget increase was **8.21%** and we realize that this is a significant increase from prior years, The Board proposed a **4%** increase on the user fees from last year. Therefore, the amount owing for 2024 will be **124 x \$38.79 = \$4,809.96**. Please note though that starting 2025, the percentage increase will equal the budget increase for NTPL per calendar year. The Board will undergo a review this year of how cardholder fees are calculated to ensure a fair rate for all user groups that utilize NTPL services.

If you have any comments or questions, I invite you to contact me at your earliest opportunity either by telephone (705-435-0250) or by e-mail ([jmole@ntpl.ca](mailto:jmole@ntpl.ca)). Thank you for your attention.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Jessica Mole', is written over a light blue horizontal line.

Jessica Mole  
CEO, New Tecumseth Public Library

## AGREEMENT

**THIS AGREEMENT MADE IN DUPLICATE THIS 6th DAY OF FEBRUARY 2024  
BETWEEN:**  
**NEW TECUMSETH PUBLIC LIBRARY BOARD**  
**Hereinafter called the 'LIBRARY BOARD' of the**  
**FIRST PART**  
**and**  
**TOWNSHIP OF MULMUR**  
**Hereinafter called the "TOWNSHIP" of the**  
**SECOND PART**

WHEREAS, the Parties hereto have agreed to enter into a mutual agreement for providing the residents of the Township of Mulmur with the services provided by the Library Board.

NOW THIS AGREEMENT WITNESSETH that in consideration of the premises and the sum of TWO (\$4.00) DOLLARS now paid by the said Party of the Second Part to the said Party of the First Part, the Parties hereto mutually covenant and agree as follows:

- 1) The Township agrees that it shall pay to the Library Board the sum of \$38.79 per capita for each Township user of the Library. The total amount to be paid by the Township to the Library Board shall be calculated by multiplying the confirmed number of Township users, based on the prior year, by the sum of \$38.79.
- 2) The total sum payable to the Library Board directly by the Township for the year 2024 in accordance with Section 1 of this agreement is 124 users x \$38.79= \$4809.96, which shall be paid in 3 installments on or before the thirtieth day of May 2024, on or before the thirtieth day of June 2024, and the balance on or before the thirtieth day of September 2024.
- 3) The Library Board agrees that they will provide the available services of the Library during normal hours of operation to any or all residents of the Township who may request the service. No additional charge shall be levied by the Library Board against users from the Township. The Township user shall abide by all rules and regulations of the Library Board that may be established from time to time.
- 4) It is agreed that this agreement shall take effect as from the 1<sup>st</sup> day of January 2024 and remain in full force and effect for a period of one (1) year (January 1<sup>st</sup>, 2024 to December 31<sup>st</sup>, 2024).
- 5) This agreement may be reviewed any time prior to the expiry date for purposes only of establishing any revisions for the next ensuing year.

IN WITNESS WHEREOF the Parties have hereunto set their hands as evidenced by the proper signatures of Officers in this behalf.

CORPORATION OF THE TOWNSHIP OF MULMUR

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

NEW TECUMSETH PUBLIC LIBRARY BOARD

  
\_\_\_\_\_  
CHAIR

  
\_\_\_\_\_  
JESSICA MOLE, C.E.O.



**NEW TECUMSETH PUBLIC LIBRARY**  
**CONTRACTING MUNICIPALITIES**

***MULMUR***

<b>2024</b>	<b><i>Fee / User</i></b>	<b>\$38.79</b>
	<b><i># of Users</i></b>	<b>124</b>
	<b><i>Total Fees</i></b>	<b>\$4,809.96</b>

**AN AGREEMENT BETWEEN  
THE CLEARVIEW PUBLIC LIBRARY BOARD  
AND THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF MULMUR**

WHEREAS the Clearview Public Library Board operates a public library system in the Township of Clearview and

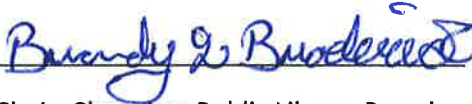
WHEREAS a number of residents of the Township of Mulmur wish to patronize the aforementioned library system

THE CLEARVIEW PUBLIC LIBRARY BOARD doth grant the residents of the Township of Mulmur all the rights and privileges in the use of the library facilities as are granted to the residents of the Township of Clearview for the period of one year from the 1<sup>st</sup> day of January 2024 to the 31<sup>st</sup> day of December 2024.

IN CONSIDERATION THEREOF the Corporation of the Township of Mulmur shall allocate to the Clearview Public Library Board an amount of FORTY-FIVE DOLLARS per household for every household which maintained a membership in the Clearview Public Library during 2023.

This contract shall be made payable before the 31<sup>st</sup> day of December 2024.

DATE: Feb. 27, 2024

  
Chair, Clearview Public Library Board

  
CEO, Clearview Public Library

DATE: \_\_\_\_\_

\_\_\_\_\_  
Mayor, Township of Mulmur

\_\_\_\_\_  
Clerk, Township of Mulmur



**AGREEMENT**

THIS AGREEMENT made in triplicate this       day of January, 2024,

BETWEEN:                THE SHELBURNE PUBLIC LIBRARY BOARD  
(hereinafter called the "Board")

AND                        THE CORPORATION OF THE TOWNSHIP OF MULMUR  
(hereinafter called the "Municipality")

WHEREAS Section 29 (1) of the *Public Libraries Act*, R.S.O. 1990 Chapter P.44, allows for the council of a municipality to enter into a contract with a public library board for the purpose of providing the residents of the municipality with library services.

AND WHEREAS the Board and the Municipality deem it expedient to enter into such an agreement.

NOW THEREFORE WITNESSETH THIS AGREEMENT that in consideration of the covenants and terms contained herein, the parties hereto agree as follows:

1.        DESCRIPTION OF SERVICES:

- 1.1        The Board shall endeavour to provide in co-operation with other public library boards a comprehensive and efficient library service to the residents of the Municipality.
- 1.2        The Board shall operate a library which shall be open a minimum of 25 hours per week and shall not make a charge for membership in the library.
- 1.3        The Board shall allow the residents of the Municipality to,
  - a.        borrow circulating materials; and
  - b.        use reference and information services as the Public Library Board considers practicable, without making any charge.
- 1.4        The Board may impose such fees as it considers proper for services not referred to in sections 1.2 and 1.3.

2.        WARRANTIES OF THE BOARD:

- 2.1        The Board is a corporation duly established under the *Public Libraries Act, 1990*.
- 2.2        To ensure quality library service under this Agreement the Board shall:
  - 2.2.1     ensure that all materials are available for use outside the library except those used for reference service, and rare and fragile items;
  - 2.2.2     ensure circulation policies of greatest convenience to the users and maximum use of materials;
  - 2.2.3     ensure that the selection of materials reflects the needs of the community.

3.        REPORTS:

- 3.1        The Board shall submit an annual report to the Municipality.
- 3.2        The Municipality shall make an annual financial report to the Minister and make any other reports required by the *Public Libraries Act, 1990* and the regulations or as requested by the Minister.

4. LIMITATION OF LIABILITY:

4.1 The Municipality shall not be liable for any injury, death or property damage to the Board, its employees or agents or for any claim by any third party against the Board, its employees or agents.

5. INSPECTION:

5.1 The Municipality shall be entitled, at all reasonable times, to review any records, books, accounts and documents in the possession of or under the control of the board, subject to the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), Section 14.

6. NOTICES:

6.1 Notices under this Agreement shall be given in writing by personal delivery, or by mail, or by facsimile transmission.

6.2 Notice by mail shall be deemed to have been given on the third business day after the date of mailing.

6.3 Mailing addresses for notices under this Agreement are as follows:

- i) for Township of Mulmur  
758070 2<sup>nd</sup> Line East  
Mulmur, ON L9V 0G8
- ii) for Shelburne Public Library Board  
201 Owen Sound St.  
Shelburne, ON L9V 3L2

7. FINANCIAL:

7.1 The Municipality shall annually levy upon its assessment a sum to be used for the maintenance of the Board.

7.2 The Municipality shall in addition pay to the Board certain monies paid to the Municipality by the Province of Ontario for library services.

7.3 The sum of funds received by the Municipality under Sections 7.1 and 7.2 shall be equal to the Municipality's portion of the total funds required by the Board, as shown in Appendix B.

7.4 The attached Appendix A, which forms part of this Agreement, is a copy of the Board resolution being the new Funding Formula that was passed by the Board on June 21, 2016.

7.5 The attached Appendix B, which forms part of this Agreement, is a listing of the Payments to be made by the Municipality if the option in 8.1.A is chosen.

8. PAYMENT TERMS:

8.1 The Municipality shall pay to the Board the funds under Section 7.3 according to one of the following payment options:

- A.
  - 1. Fifty percent (50%) of the amount required for Board purposes in the current year **on or before** the 31st day of March, 2024.
  - 2. Twenty-five percent (25%) of the amount required for Board purposes in the current year, on or before the 30th day of June, 2024.
  - 3. Remainder of the balance owing on or before the 30th day of September 2024.
- B.
  - 1. Funds raised under Section 7.1 shall be paid to the Board in equal installments coincident with the dates upon which the Municipality collects its taxes in 2024.



2.

Funds raised under Section 7.2 shall be paid to the Board within fifteen (15) days of being received by the Municipality.
- 8.2

If, in the year 2024 the Board’s budget is not approved by the Town of Shelburne by March 31, 2024, the Municipality shall pay to the Board an interim payment of funds according to the following schedule which interim payment of funds shall be deducted from the Municipality’s 2024 levy once the Board’s budget is finalized.
1.

Fifty percent (50%) of the amount required for board purposes in 2023, which amount shall be paid to the Board on or before the 31st day of March, 2024.

9. FAILURE TO MAKE PAYMENTS:

- 9.1

If the payment schedule chosen by the Municipality is not complied with, the Library reserves the right to withdraw the Library services to residents of the Municipality until the payment is complied with.
10.

ENTIRE AGREEMENT:
- 10.1

This agreement constitutes the entire Agreement between the parties. Upon the execution of this Agreement, any existing Agreements between the parties with respect to library services shall forthwith become null and void.
- 10.2

In the event that any covenant, provision or term of this Agreement should at any time be held by any competent tribunal to be void or unenforceable, then the Agreement shall not fail but the covenant, provision or term shall be deemed to be severable from the remainder of this Agreement which shall remain in full force and effect, mutatis mutandis.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their respective corporate seals duly attested to by the hands of their respective proper officers in that behalf.

THE SHELBURNE PUBLIC  
LIBRARY BOARD

THE CORPORATION OF THE  
TOWNSHIP OF MULMUR

Per:

Chair

Date Signed:

Per:

Treasurer

Date Signed:

Per:

Mayor

Date Signed:

Per:

Clerk

Date Signed:

MUNICIPALITY ELECTION  
UNDER SECTION 8  
Initial one only:

8.1.A

Mayor

Clerk

8.1.B

Mayor

Clerk

**APPENDIX A**

Resolution extracted from Shelburne Public Library Board minutes dated June 21, 2016:

**Funding Formula**

**Motion 29-16            L. Townsend, D. Besley**

WHEREAS on June 8, 2016, a meeting was held with the Mayors, Municipal Clerks and Council Representatives of the Town of Shelburne and the four contracting Municipalities of Amaranth, Melancthon, Mono and Mulmur, together with Geoff Dunlop, Board Chair, Rose Dotten, CEO/Head Librarian, and Gord Gallagher, Treasurer;

AND WHEREAS it was determined that the funding formula for the Shelburne Public Library should be revised to reflect the change in the number of households with patrons in all five municipalities;

Therefore, be it resolved that beginning in January, 2017, the levy required to balance the Shelburne Public Library operating budget will be allocated based on a 3-year average library of active household cardholders, determined by the Library operating system, as of September 30 in the year preceding the budget year, for each municipality;

Be it further resolved that in addition to the foregoing, any capital projects for the Library requiring additional municipal funding will be allocated based on the same formula;

Be it further resolved that the Municipal partners may use the MPAC assessment totals as of September 30 each year as a verification tool for any substantial shifts in household user numbers.

**Carried**

**APPENDIX B**

Township of Mulmur Assessment is \$ 64,480.00

Under Option 8.1.A - the payments shall be:

March 31, 2024	\$ 32,240.00
June 30, 2024	\$ 16,120.00
September 30, 2024	\$ 16,120.00





## THE CORPORATION OF THE TOWNSHIP OF MULMUR

### BY-LAW NO. XX - 2024

BEING A BYLAW TO ADOPT THE ESTIMATES OF ALL SUMS REQUIRED DURING THE YEAR AND TO STRIKE THE RATES OF TAXATION, AND TO FURTHER PROVIDE FOR PENALTY AND INTEREST IN DEFAULT OF PAYMENT THEREOF FOR THE YEAR 2024

**WHEREAS** the Council of the Corporation of the Township of Mulmur has, in accordance with the *Municipal Act* 2001, Section 312, as amended, considered the estimates of the Municipality and now find it necessary that the following sums be raised by means of taxation for the year 2024;

**AND WHEREAS** Section 312 of the *Municipal Act*, 2001, as amended provides that the Council of a local municipality shall, after the adoption of the estimates for the year, pass a bylaw to levy a separate tax rate on the assessment in each property class;

**AND WHEREAS** Section 312(4) of the said Act require tax rates to be established in the same proportion to tax ratios;

**AND WHEREAS** certain regulations require reductions in certain tax rates for certain classes or subclasses of property;

**AND WHEREAS** tax ratios determining the relative amount of taxation to be borne by each property class has to be set by the County of Dufferin;

**AND WHEREAS** the Assessment Roll updated and adopted Current Value Assessment upon which the 2024 taxes are to be levied, as revised by the Court of Revision, as follows:

<b><u>ASSESSMENT CLASS</u></b>	<b><u>ASSESSMENT</u></b>
Residential	826,681,300
Commercial Full (Occupied)	10,814,600
Commercial New Construction	0
Vacant Units & Excess land	525,700
Vacant Land	291,000
Industrial (Occupied)	1,832,000
Industrial New Construcion	0
Industrial Small Scale Farm Busn 2	50,000
Industrial Small Scale Farm Busn 1	50,000
Vacant Units & Excess Land	0
Vacant Land	0
Full, Shared PIL	58,500
Full, Shared PIL Excess Land	0
Pipeline	39,500
Farmlands	201,493,700
Managed Forests	55,716,100
<b>Total</b>	<b><u>1,097,552,400</u></b>

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

1. THAT the estimates be adopted and the following amounts be levied therefore in the manner as set out hereinafter:

## Municipal, General Purposes

**\$4,755,015**

2. THAT tax rates for the Township of Mulmur's portion of the tax bill are hereby adopted to be applied against the whole of the assessment for real property as set out in the following table:

<b><u>ASSESSMENT</u></b>	<b><u>TAX RATE</u></b>
Residential	0.526266%
Commercial Full (Occupied)	0.642045%
Commercial New Construction	0.642045%
Vacant Units & Excess Land	0.642045%
Vacant Land	0.642045%
Industrial (Occupied)	1.156943%
Industrial New Construction	1.156943%
Industrial Small Scale Farm Busn 2	1.156943%
Industrial Small Scale Farm Busn 1	1.156943%
Vacant Units & Excess Land	1.156943%
Vacant Land	1.156943%
Full, Shared PIL	1.156943%
Full, Shared PIL Excess Land	1.156943%
Landfill	0.621783%
Pipeline	0.443169%
Farmlands	0.115779%
Managed Forests	0.131567%

3. THAT every owner be taxed according to the tax rates in this bylaw, together with such tax rates as are properly set by the County of Dufferin for County purposes and the Province of Ontario for education purposes, and such taxes shall become due and payable as follows:
  - a) August 21, 2024
  - b) October 23, 2024
4. THAT the taxes shall become due and payable in two instalments as follows for all property classes:

The above referenced due dates shall not apply where a schedule of monthly pre-authorized payments has been set up to the satisfaction of the Treasurer.

5. In the event that the Provincial "OPTA" system does not have the necessary date to provide on Commercial and Industrial tax capping to permit processing tax bills for these instalment dates then the Treasurer is authorized to process tax bills for the



remaining tax classes and to establish later tax instalment due dates for the Commercial and Industrial tax classes on a separate tax bill.

6. THAT any instalment or any part of any instalment of rates, taxes and assessments not paid on the due date, a penalty shall be added of one and one quarter per cent (1.25%) on the first day of default and on the first day of each calendar month thereafter in which default continues, as set out in the *Municipal Act*, 2001. The penalty rate charge shall not apply if a schedule of monthly pre-authorized payments has been set up to the satisfaction of the Treasurer.
7. THAT the Treasurer shall add all or any arrears for special charges such as development charges, fees regarding registered tax properties, water operating and water capital, etc. Service charges for cutting weeds pursuant to any statute or by-law to the respective properties chargeable thereto and that the same shall be collected by the collector in the manner as other rates or levies.
8. THAT the Treasurer is hereby authorized to mail or cause to be mailed the notice specifying the amount of taxes payable by any person liable for taxes, to the address or place of business of the person or persons to whom such notice is required to be given.
9. THAT taxes are payable at the Township of Mulmur Municipal Office, 758070 2<sup>nd</sup> Line East, Mulmur, Ontario L9V 0G8.

This bylaw shall come into force and effect upon the date of the final reading thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED ON THIS 5TH DAY OF JUNE, 2024.

.....  
JANET HORNER, MAYOR

.....  
ROSEANN KNECHTEL, CLERK



## THE CORPORATION OF THE TOWNSHIP OF MULMUR

### BY-LAW NO. - 2024

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF  
THE CORPORATION OF THE TOWNSHIP OF MULMUR FOR  
JUNE 5, 2024

**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:**

1. All actions of the Council and Committees of Council of the Corporation of the Township of Mulmur for the aforementioned date in respect to every report, motion, by-law or other action passed and taken by Council or Committees of Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed by its separate by-law.
2. The Mayor of the Township and the proper officers of the Corporation of the Township of Mulmur are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.

PASSED on this 5<sup>TH</sup> day of JUNE 2024.

.....  
JANET HORNER, MAYOR

.....  
ROSEANN KNECHTEL, CLERK