



**ELECTRONIC  
COUNCIL AGENDA  
APRIL 7, 2021 9:00AM**

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Meeting ID: 848 2998 8171

Page #

**1.1 Meeting called to order**

**1.2 Approval of the Agenda**

Staff recommendation: THAT Council approve the agenda.

**1.3 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.**

#### **1.4 Passing of the Previous Meeting Minutes**

Staff recommendation: THAT the March 24, 2021 Minutes of the Special Meeting of Council are approved.

#### **1.5 Declaration of Pecuniary Interest**

#### **1.6 Fifteen-minute question period** (all questions must be submitted to the Clerk at info@mulmur.ca, a minimum of 24 hours before the meeting date)

#### **2.0 PUBLIC MEETINGS - none**

#### **3.0 DEPUTATIONS AND INVITATIONS**

##### **Scheduled Working Session**

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#### **3.1 Strategic Plan Goal Prosperous Goal 2 Worksheet (9:15 am – 10:15 am)**

#### **4.0 PUBLIC WORKS - none**

#### **5.0 TREASURY**

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#### **5.1 Mulmur Melancthon Fire Board Draft Budget**

Staff Recommendation: THAT Mulmur Township Council approves the Mulmur-Melancthon Fire Department 2021 operating budget of \$224,441 and capital budget of \$161,500.

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#### **5.2 North Dufferin Community Centre Draft Budget**

Staff Recommendation: THAT Mulmur Township Council approves the North Dufferin Community Centre Board 2021 budget of \$208,765.

#### **6.0 ADMINISTRATION**

#### **6.1 Post – COVID-19 Event (discussion)**

#### **6.2 Recreational Director - Motion from Joint Recreation Sub-Committee (discussion)**

Moved by Horner and Seconded by Besley

THAT the joint subcommittee recommend to Mulmur and Melancthon Councils that a joint Recreation Director for both Mulmur and Melancthon to advance recreational opportunities in both municipalities be considered. CARRIED

**Draft Motion: THAT Mulmur Council accepts the motion of the Joint Recreation Sub-Committee regarding the establishment of a joint Recreation Director for both Mulmur and Melancthon to advance recreational opportunities in both municipalities**

### **6.3 Joint Fire Sub-Committee Composition (discussion)**

Staff Recommendation: WHEREAS the Joint Councils of Melancthon and Mulmur passed a motion on February 17, 2021, THAT the Councils of Mulmur and Melancthon establish a Fire Sub- Committee to be comprised of the Board Chairs from the Mulmur-Melancthon, Rosemont and Shelburne Fire Departments and the Fire Chiefs to develop and start the conversations on efficiencies, gaps and consistencies;

AND WHEREAS the Chairs for the Rosemont and Shelburne Fire Departments may not be Melancthon or Mulmur Council members;

AND WHEREAS it is desirable to have Melancthon and Mulmur Council members engaged in the Fire Sub-Committee;

NOW THEREFORE, BE IT RESOLVED, THAT where Melancthon or Mulmur do not have any Council members currently sitting as Chair, that one additional Council member would be added, so that each Council has one representative on the Sub-Committee.

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### **6.4 Police Service Board Composition**

Draft Motion: THAT Mulmur Council supports the OPP Inspector submitting comments on the Board Composition that include a single Detachment board including one representative from the Council of the Township of Mulmur.

### **6.5 Comments for Provincial Consultation on Council Conduct (discussion)**

Draft Motion from Strategic Session: THAT Council appreciates the early consultation on Council Conduct legislation, and asks the Province to consider creating a Provincial staff member who could be consulted with and liaison with Council members and would be available to attend Council meetings to assist with Council Conduct matters.

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### **6.6 Farmers Market**

Staff Recommendation: THAT subject to the Farmer's Market providing a copy of their Covid protocol and insurance in advance of the first market, Mulmur Council supports the Farmer's Market non-exclusive use of \_\_\_\_\_, (excluding any rented recreational playing facilities), and agrees to waive the rental fees for the 2021 season, and further, that staff be directed to include an announcement in the digital newsletter and through social media channels.

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### **6.7 Recreational Master Plan (recommendation excerpt)**

Staff Recommendation: THAT staff research or bring back a report on the following projects:

55            **6.8    Staff Report – Summary of Administrative Penalties and Graduated Fines  
for Special Event By-law**

Staff Recommendation: THAT staff receive the staff report dated April 7, 2021 regarding the summary of administrative penalties and graduated fines for the Special Event By-law.

**7        PLANNING**

57           **7.1    Energy Efficiency in Future Development**

Staff Recommendation: THAT Council receive the report of Tracey Atkinson for information only, and that further consideration of energy efficiency policies be examined through the next Official Plan update.

62           **7.2    Fradley-Davis Second Dwelling Agreement (Email and rescinding by-law)**

Staff Recommendation: THAT Council approve a by-law to rescind the authorizing by-law.

**8        COMMITTEE MINUTES AND SUB-COMMITTEE REPORTS**

- 63           **8.1    Dufferin County Council (verbal update only)**  
68           **8.2    North Dufferin Community Centre – Minutes dated February 11, 2021**  
82           **8.3    North Dufferin Community Centre – Draft Minutes dated March 10, 2021**  
85           **8.4    Economic Development Committee, Draft Minutes dated March 18, 2021**  
88           **8.5    Shelburne Public Library Board – Minutes dated February 16, 2021**  
92           **8.6    Mulmur-Melancthon Fire Board, Draft Minutes March 16, 2021**  
94           **8.7    Joint Rec Meeting - Draft Minutes dated March 24, 2021**  
             **8.8    Community Communications Advisory Committee – Draft Minutes dated  
March 8, 2021**

**9        INFORMATION ITEMS**

- 97           **9.1    Township of Mulmur–Operating Financial Update – January – March 2021**  
101          **9.2    By-law Enforcement Report – Dated April 7, 2021**  
104          **9.3    Updated Fire Incident Report & Report of Scott Davison, Mulmur-  
Melancthon Fire Chief**  
114          **9.4    Fire Incident Report & Report of Mike Blacklaws, Rosemont Fire Chief**  
144          **9.5    Letter from Harry Bunker and Alison Postma dated March 22, 2021  
Overflow of the Pine River on the 5th Line south of the 9th Sideroad.**  
153          **9.6    Letter – Kevin and Donna Walter – Road Allowance Purchase**  
154          **9.7    Letter from Don MacFarlane – Mulmur Recreation Master Plan**  
158          **9.8    WSP – Dufferin County Municipal Comprehensive Review Council Update  
(Status Update)**  
164          **9.9    Nottawasaga Valley Conservation Authority – Media Release dated  
February 26, 2021 – [2020 Annual Report](#)**  
166          **9.10   Headwaters Food and Farming Alliance – Letter dated March 15, 2021  
Headwaters Farm Fresh Guide 2021**  
168          **9.11   Headwaters Health Care Centre – March 18, 2021 – One Year Later...A  
Message from Kim Delahunt**

- 170           **9.12 Canadian Union of Postal Workers - Request for Support for Delivering**  
                  **Community Power**
- 205           **9.13 Town of Shelburne – Resolution dated March 16, 2021 - Dufferin County**  
                  **Service Delivery Review**
- 206           **9.14 Town of Mono – Letter March 5, 2021 – Set Fines and Auto Speed**  
                  **Enforcement**
- 208           **9.15 Municipality of West Grey – February 24, 2021 – Municipal Insurance**  
                  **Rates**
- 210           **9.16 Nottawasaga Valley Conservation Authority – March 26, 2021 Highlights**
- 211           **9.17 Ministry of the Solicitor General – Letter dated March 30, 2021 –**  
                  **Emergency Management Civil Protection Compliance Results, 2020**

Staff Recommendation: THAT Council receives the information items as copied and circulated and that the following items be endorsed:

**10       CLOSED SESSION (2:00pm) - TO BE HELD USING A BREAKOUT ROOM**

THAT Council adjourns to closed session at \_\_\_\_ am/pm pursuant to Section 239 2) e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and approval of closed session minutes dated March 3, 2021.

**11       ITEMS FOR FUTURE MEETINGS (may be provided by email to the Clerk)**

Property Standards/Clean Yard By-law (2021)  
Fill By-law

**12       NOTICES OF MOTION (if any)**

**Draft Motion of Councillor Cufaro:**

Whereas, Nottawasaga Valley Conservation Authority has Jurisdiction and Authority, under the Conservation Authorities Act, R.S.O. 1990, CHAPTER C.27, to Regulate and Enforce development activities in areas that are within the authority's area of jurisdiction, as set out in sections 28 to 31 of the Conservation Act, and said development activities require a permit from Nottawasaga Valley Conservation Authority.

Whereas development activity has occurred within the Municipality of Mulmur Township, within the regulated Floodplain.

Now therefore by way of this motion, Mulmur Township being a partner with Nottawasaga Valley Conservation Authority, requests Nottawasaga Valley Conservation Authority, to investigate and enforce development activity within the regulated floodplain, and to report back to Mulmur Township the results of this investigation and their plan of action.

**13. PASSING OF BY-LAWS**

Passing the following by-laws:

212  
213  
214  
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- 1) Appoint Clerk and Deputy Clerk
- 2) Rescind Fradley Davis Site Plan Agreement
- 3) New Tecumseth Library Agreement
- 4) Prohibiting the Stop up and Closure of Road Allowances
- 5) Special Event By-law
- 6) Traffic By-law – Amendment
- 7) Confirmatory By-Law

Staff recommendation: THAT By-Laws 1 to \_\_\_\_ be approved.

**14. MEETING ADJOURNMENT**

Staff Recommendation: THAT Council adjourns the meeting at \_\_\_\_\_ to meet again on Wednesday May 5, 2021 or at the call of the Chair.



**ELECTRONIC  
MINUTES  
MARCH 24, 2021 9:00AM**

Present: Mayor Horner, Deputy Mayor Hawkins, Councillors Boxem, Clark and Cufaro (all through video conferencing).

Staff Present: Tracey Atkinson – CAO, Marilyn Bidgood – Facilitator

**1.1 Meeting called to order**

The meeting was called to order at 9:13a.m. by Mayor Horner. The meeting was held using electronic "Zoom" application. The session was held with the capacity of up to 100 users by video and/or audio. Facilitator, Marilyn Bidgood, and no public users were present for parts of the meeting.

**1.2 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.

**1.3 Approval of the Agenda**

**Moved by: Cufaro and Seconded by: Clark**

THAT Council approve the agenda.

	<b>Yea</b>	<b>Nay</b>
Councillor Boxem	X	
Councillor Clark	X	
Councillor Cufaro	X	
Deputy Mayor Hawkins	X	
Mayor Horner	X	
<b>CARRIED</b>		

**1.4 Passing of the previous meeting minutes**

**Moved by: Boxem and Seconded by: Cufaro**

THAT the Minutes of March 3, 2021 are approved.

	<b>Yea</b>	<b>Nay</b>
Councillor Boxem	X	
Councillor Clark	X	
Councillor Cufaro	X	
Deputy Mayor Hawkins	X	
Mayor Horner	X	

**CARRIED**

**1.5 Declaration of pecuniary interest - None declared**

**2.0 ADMINISTRATION**

Strategic Planning Session to be facilitated by Marilyn Bidgood

**2.1 Strategic Plan Review**

**2.1.1 Strategic Plan - Goals Template**

**Goal 2 – Supportive Pillar**

**Goal 3 – Sustainable Pillar**

**2.1.2 Strategic Plan Implementation – Staff Report dated January 13, 2021**

**Moved by: Cufaro and Seconded by: Clark**

THAT Council endorses the facilitated session of Marilyn Bidgood.

	<b>Yea</b>	<b>Nay</b>
Councillor Boxem	X	
Councillor Clark	X	
Councillor Cufaro	X	
Deputy Mayor Hawkins	X	
Mayor Horner	X	

**CARRIED**

**2.2 Growing the Greenbelt (Draft Letter)**

**Moved by: Boxem and Seconded by: Clark**



THAT Council direct staff to submit the letter to the Minister of Municipal Affairs and Housing and also on the ERB in relation to Minister's Zoning Orders.

	Yea	Nay
Councillor Boxem	X	
Councillor Clark	X	
Councillor Cufaro	X	
Deputy Mayor Hawkins	X	
Mayor Horner	X	
<b>CARRIED</b>		

### **3      INFORMATION ITEMS**

- 3.0      Connection - Goal 2 Updated**
- 3.1      Prosperous - Goal 1 Updated**
- 3.2      Recreational Master Plan Recommendations (Excerpts)**
- 3.3      Provincial News Release on Council Conduct**
- 3.4      Township of Mulmur Code of Conduct (By-law 18-19)**

**Moved by: Boxem and Seconded by: Clark**

THAT Council receives the information items as copied and circulated,

AND FURTHER THAT Council direct that items 3.2 and 3.3 be added to the May 5<sup>th</sup> and April 7<sup>th</sup> meeting agenda respectively.

	Yea	Nay
Councillor Boxem	X	
Councillor Clark	X	
Councillor Cufaro	X	
Deputy Mayor Hawkins	X	
Mayor Horner	X	
<b>CARRIED</b>		

### **4.0      PASSING OF BY-LAWS**

**Passing the following by-laws:**

- 1)      Confirmatory By-Law**

**Moved by: Clark and Seconded by: Cufaro**

THAT By-Law 1 be approved.

Yea	Nay
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Councillor Boxem	X
Councillor Clark	X
Councillor Cufaro	X
Deputy Mayor Hawkins	X
Mayor Horner	X

**CARRIED**

## **5.0 MEETING ADJOURNMENT**

**Moved by: Hawkins and Seconded by: Cufaro**

THAT Council adjourns the meeting at 12:12 to meet again on Wednesday April 7, 2021 or at the call of the Chair.

	<b>Yea</b>	<b>Nay</b>
Councillor Boxem	X	
Councillor Clark	X	
Councillor Cufaro	X	
Deputy Mayor Hawkins	X	
Mayor Horner	X	

**CARRIED**

.....  
**Janet Horner, Mayor**

.....  
**Tracey Atkinson, Acting Clerk**

## WORKSHEET

### **PILLAR: PROSPEROUS**

Responsibly managing the fiscal resources of Mulmur and providing opportunities for success

### **PROSPEROUS**

#### **Goal 2: Pursue responsible growth in residential and employment areas**

SMART THINKING	QUESTIONS	YES/NO/UPDATES
<b>Specific</b>	What do we want to achieve? How? Through Actions below	
<b>Measureable</b>	What are the metrics/milestones we need to hit?	
<b>Achievable</b>	Can we do it? What support/resources are needed?	
<b>Relevant</b>	Is this still worth doing?	
<b>Timeframe</b>	When will it be done?	

ACTION	STAFF	COMMITTEE MANDATE	PROGRESS	NEXT STEPS	TIMELINE	RESOURCES
Action 1 – Promote local employment opportunities and awareness	Planner	EDC	-	OPA/ZBLA 2021/22	2021-2023	
Action 2 – Update On-Farm Diversification and Home Industry regulations in the Township's Official Plan		EDC	-			
Action 3 – Encourage residential development in Mansfield and other Hamlets			-			
Action 4 – Implement Aging in Place policies in the Township's Official Plan	Planner		-	OPA/ZBLA	2021-2023	



## **PILLAR: SUPPORTIVE**

Providing local services to support the needs of Mulmur residents and businesses

### **GOAL 2: Facilitate education and training for Mulmur residents and entrepreneurs/businesses**

SMART THINKING	QUESTIONS	YES/NO/UPDATES
<b>Specific</b>	What do we want to achieve? How?	Yes – achieve this through support through facilities, technology, promotion
<b>Measureable</b>	What are the metrics/milestones we need to hit?	Measure by identifying the number of education and training opportunities that we cross promote through newsletter, website, social media, number of linkages with other organizations. Tracking through communications committee newsletter, DBT, MC, Climate Change  If information is readily available – could look at participation by Mulmur residents – registration would be direct to course offering, links to organizations to help promote– feedback from participants
<b>Achievable</b>	Can we do it? What support/resources are needed?	Yes – staff time, facilities,
<b>Relevant</b>	Is this still worth doing?	Yes
<b>Timeframe</b>	When will it be done?	Ongoing

### **Actions Checklist**

ACTION	STAFF	COMMITTEE MANDATE	PROGRESS	NEXT STEPS	TIMELINE	RESOURCES
<b>1 – With input from organizations such as</b>		DBOT, EDC	- Dream Dufferin Sponsorship	With COVID, the program was cancelled although council set money aside to support. Currently on hold	On hold	Council allocated approximately \$2000

<b>Dufferin Board of Trade, identify and support employment programs and opportunities for Mulmur residents and youth</b>		Georgian College  DC Moves  HCIA	Grant applications due January	Opportunity to Connect with Georgian, DC, HCIA and promote through newsletter		resources - not used
<b>2 – Recognize Youth Leadership efforts through awards at Primrose Elementary and Centre Dufferin Secondary School.</b>		Mulmur Township Council	School graduation grant at Primrose - \$35.00 to create a plaque that is awarded to a student “student of the year” – recognition not a cash award Mulmur students primarily go to Primrose	Ask school about awards and an appropriate discipline/area for recognition. Approach Centre Dufferin Secondary School – offer an award related to community support/volunteerism/leadership  Identify process for recipient  Encourage local businesses to support awards and grants that are aligned with their business  Confirm understanding about existing award  Promote/acknowledge award recipient in communication/website, etc. including a photograph with Council or a member of Council	Aim for June of 2022	Staff time  Financial  Cash award at the high school level  At elementary school – recognition award, not a cash award

<b>3 – Conduct sector round tables to support ongoing adaptive management</b>  <i><b>Change to:</b></i>  <b>3- Conduct community conversations to better understand the needs of residents in hamlets</b>		Township Council	<p>None to date</p> <p>County is offering round tables that are sector specific, therefore Council could focus on “community”</p> <p>Looking to be more proactive – there are community conversations happening on-line – staff are responding appropriately to questions, concerns that are raised on those platforms</p>	<p>Organize Community Conversations and adjust as needed with COVID – potentially outdoors</p> <p>Add to Council agenda for spring/summer to determine process and plan</p> <p>Link to pancake breakfast or other social activity – could be a “mini town-hall” - could pick a sector, ie. agriculture/food service – but as County is doing sector – focus on community</p> <p>Community Conversations in Honeywood, Mansfield, Terra Nova – hard to do with COVID but ideally Council would go to the community and meet in the community</p> <p>Opportunity for council to meet with neighbourhoods to report on Council work and discuss</p>	<p>Fall 2021 into 2022 when able to gather again in person</p> <p>Spring/summer 2021 – add to agenda</p>	<p>Council for planning</p> <p>Staff time for logistics</p>



				what can be done by Council and County		
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Other:

Town hall meetings – on line forum

Internet webinar – hosted by the County

County Roundtables – hosted by EC Dev staff at the County – notices posted if received - on social media

## **PILLAR: SUSTAINABLE**

Being Proactive in Sustainable Initiatives to ensure the long term well-being of Mulmur  
(Resources/Financial/People)

### **GOAL 3: Explore opportunities to improve the protection of water and air quality, waste management and adaptations to climate change and extreme weather events**

SMART THINKING	QUESTIONS	YES/NO/UPDATES
<b>Specific</b>	What do we want to achieve? How?	Explore opportunities Home owners to reduce output – program designed by the County – through Climate Action Plan announced at County Council – promote and support County initiative Some activities are the responsibility of County – ie waste management Educational opportunity – County level, Township level
<b>Measureable</b>	What are the metrics/milestones we need to hit?	Promotion of County home owner program Proactive – Mulmur making a difference – exploration of plastics ban, electric vehicle potential, with new housing developments consider energy efficiency
<b>Achievable</b>	Can we do it? What support/resources are needed?	Yes – we can do “exploration”
<b>Relevant</b>	Is this still worth doing?	Yes
<b>Timeframe</b>	When will it be done?	Ongoing

### **Actions Checklist**

ACTION	STAFF	COMMITTEE MANDATE	PROGRESS	NEXT STEPS	TIMELINE	RESOURCES
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<b>1 – Audit municipal activities with a focus on reducing energy consumption and environmental footprint</b>		<p>Mayor and Deputy and staff – for arena discussion</p> <p>Newsletter – communications committee</p> <p>64% opened newsletter – referenced and shared...</p>	<p>Energy Plan audited energy use</p> <p>Council passed a motion on tree program, fleet vehicles tendering, -LIC is county responsibility</p> <p>Researched solar for fire hall and arena – not feasible at this time – consider how to make it work – What steps can we take in that direction?</p> <p>With renovation discussion on arena – include solar in the discussion</p>	<p>implementation</p> <ul style="list-style-type: none"> <li>- See Sust.2.1 LIC program</li> <li>- Tree program costing</li> <li>- EV Fleet Research</li> </ul> <p>Solar research</p> <p>Potential for grant/financial support</p> <p>Staff watch for opportunities</p> <p>With Rec committee consider this goal and actions in overall plan</p> <p>Tracey will confirm tree planting poster was sent</p> <p>Send newsletter content on Earth</p>	<p>Spring 2021 – arena</p> <p>Spring 2021 – newsletter</p> <p>Ongoing potential for grants</p>	<p>Staff time</p>
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			<p>– consider actions that improve “readiness” – ie strength of roof trusses</p> <p>Promoted tree planting in newsletter and poster that went out by social media</p> <p>Staff suggested that tree planting be referred to and in partnership with NVCA and not delivered directly</p> <p>Promoted community based property clean-up</p> <p>Promotion of Earth Day program – a</p>	Day and property clean-up		
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			reminder in newsletter			
<b>2 – Partner with the citizens, organizations and other levels of government to promote grants and activities to mitigate contributions to and effects of climate change</b>	Dufferin Climate Change Coordinator	DC4 – Dufferin County Climate Change Committee  Communications committee to highlight opportunities	- Council passed motion for Clean Air Partnership and County partnerships  Survey to residents – regarding uptake for a program – resulted in Council motion to bring this under the County  Support County direction	-By-law for LIC partnership  Highlight any residents that have participated and profile them in newsletter	Ongoing for LIC  Earth Day article in next newsletter – spring 2021, 2022	Shirley and committee
<b>3 – Investigate waste management solutions that support enhanced</b>			Council direction required	April agenda item to explore the options/costs Involving public works	April 2021 – include on Council agenda	Cost for labour, maybe other – operational  Staff time

environmental protection.			<p>Provide education to residents about composting</p> <p>Explored potential for waste depot collection site in northern area of Dufferin – County deemed not feasible</p> <p>Township still owns landfill</p>	<p>Potential for “large item collection site” at township landfill in a dumpster</p> <p>“One person’s trash is another person’s treasure” – Organize a site or time for community sharing at the dumpsite to encourage reuse/recycling</p> <p>Could initiate a “pilot” project</p> <p>Seasonal collection days</p> <p>Would be a wonderful service to rate payers –</p> <p>Need to be supervised</p>	Pilot Program – fall 2021	
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<b>MULMUR MELANCTHON FIRE DEPARTMENT</b>									
updated Mar 10, 2021		YTD		YTD	FINAL	DRAFT		%	
		2019 ACTUAL	2019 BUDGET	2020 ACTUAL	2020 BUDGET	2021 BUDGET	VARIANCE	Share	
<b>Revenue</b>									
02-1094-4000	MM FIRE-CALL REVENUE	\$ 25,270	\$ -	\$ 33,250	\$ 10,000	\$ 20,000	10,000	Add to 2021 Budget	
02-1094-4010	MM FIRE-DONATIONS	\$ 2,615	\$ -	\$ -	\$ -	\$ -	-		
02-1094-4020	MM FIRE-OTHER REVENUE	\$ 180	\$ -	\$ 790	\$ -	\$ -	-		
02-1094-4030	MM FIRE-INTEREST EARNED	\$ 6,518	1,900.00	\$ -	\$ -	\$ -	-		
02-1094-4130	MM FIRE-OP REV MELANCTHON	\$ 38,377	44,994.46	\$ 43,948	48,294.10	49,842.72	1,549	24.38%	2021
	OPERATING SURPLUS MELANCTHON	\$ 333	(6,284.70)		181.18	(9,889.80)	(10,071)	22.09%	2020
02-1094-4230	MM FIRE-OP REV MULMUR	\$ 127,848	158,692.54	\$ 154,962	149,794.90	154,598.28	4,803	75.62%	2021
	OPERATING SURPLUS MULMUR	\$ 10,180	(20,665.12)		639.03	(34,880.68)	(35,520)	77.91%	2020
02-1094-3001	MM FIRE-PR YR'S OPERATING SURPLUS	\$ (10,513)	(2,173.46)	\$ -	(820.21)	44,770.48	45,591		
02-1094-4310	MM FIRE-TSFR FM OPERATING RESERVES	\$ 29,123	29,123.28				-		
	<b>Total Operating Revenue</b>	<b>\$ 200,807</b>	<b>\$ 205,587.00</b>	<b>\$ 232,949</b>	<b>\$ 208,089</b>	<b>\$ 224,441</b>	16,352		
<b>Expenses</b>									
02-1094-5100	MM FIRE MANAGEMENT SALARIES	\$ 31,026	\$ 29,593.00	\$ 29,079	\$ 31,295	\$ 35,500	4,205	Includes Training coordinator	
02-1094-5101	MM FIRE PRACTICE & DUTY WAGES	\$ 33,826	\$ 27,000.00	\$ 24,904	\$ 30,000	\$ 36,000	6,000		
02-1094-5102	MM FIRE SITE WAGES	\$ 14,209	\$ 23,000.00	\$ 20,829	\$ 23,000	\$ 27,000	4,000		
02-1094-5103	MM FIRE COLLEGE TRAINING WAGES	\$ 8,959	\$ 10,000.00	\$ 3,906	\$ 10,000	\$ 5,000	(5,000)		
02-1094-5104	MM FIRE EMPLOYER HEALTH TAX	\$ 870	\$ 1,000.00	\$ 804	\$ 1,000	\$ 1,000	0		
02-1094-5105	MM FIRE WORKERS COMPENSATION	\$ 7,401	\$ 6,100.00	\$ 5,506	\$ 6,100	\$ 6,100	0		
02-1094-5109	MM FIRE SECRETARIAL DUTIES	\$ 2,000	\$ 2,000.00	\$ 2,000	\$ 2,000	\$ 2,000	0		
02-1094-5110	MM FIRE SELF CONT BREATH APP (SCBA'S)	\$ 4,520	\$ 3,500.00	\$ 4,671	\$ 3,500	\$ 3,000	(500)	newer SCBA's so less repairs	
02-1094-5112	MM FIRE VEHICLE FUEL	\$ 3,242	\$ 3,700.00	\$ 3,751	\$ 3,700	\$ 3,700	0		
02-1094-5114	MM FIRE BLDGS & GROUNDS MAINTENANCE	\$ 6,182	\$ 5,000.00	\$ 6,430	\$ 5,000	\$ 5,000	0		
02-1094-5115	MM FIRE MATERIALS/SUPPLIES	\$ 6,076	\$ 4,000.00	\$ 11,404	\$ 4,000	\$ 6,000	2,000	includes hose testing machine \$2,000	
02-1094-5116	MM FIRE RADIO MAINTENANCE	\$ 6,590	\$ 3,000.00	\$ 3,339	\$ 3,000	\$ 4,000	1,000		
02-1094-5117	MM FIRE HEAT & HYDRO	\$ 4,325	\$ 6,250.00	\$ 4,777	\$ 5,250	\$ 5,250	0		
02-1094-5118	MM FIRE DEPT COURSES	\$ 6,326	\$ 4,000.00	\$ 5,386	\$ 4,000	\$ 6,000	2,000		
02-1094-5119	MM FIRE ASSOCIATION FEES	\$ 309	\$ 410.00	\$ 309	\$ 410	\$ 410	0		
02-1094-5120	MM FIRE COMMUNICATIONS	\$ 13,313	\$ 14,500.00	\$ 12,139	\$ 14,500	\$ 17,500	3,000	based on quote	
02-1094-5121	MM FIRE MISC (AWARDS-STATION WEAR)	\$ 110	\$ 2,000.00	\$ 95	\$ 2,000	\$ 2,500	500	increased to cover cost of station uniforms	
02-1094-5122	MM FIRE TREASURERS EXPENSE	\$ 10,000	\$ 10,000.00	\$ 10,000	\$ 10,000	\$ 10,000	0		
02-1094-5123	MM FIRE PREVENTION/INSPECTIONS	\$ -	\$ 1,000.00	\$ 275	\$ 1,200	\$ 300	(900)		
02-1094-5124	MM FIRE PROPANE	\$ 5,788	\$ 5,000.00	\$ 3,438	\$ 5,500	\$ 5,700	200		
02-1094-5125	MM FIRE AUDIT	\$ 2,459	\$ 2,544.00	\$ 2,239	\$ 2,544	\$ 2,341	(203)		
02-1094-5130	MM FIRE ASSET MANAGEMENT	\$ 1,000	\$ 1,000.00	\$ 793	\$ 1,000	\$ 500	(500)		
02-1094-5134	MM FIRE INSURANCE	\$ 17,601	\$ 18,000.00	\$ 16,090	\$ 18,500	\$ 20,000	1,500		
02-1094-5140	MM FIRE TRAVEL	\$ -	\$ 500.00	\$ -	\$ 500	\$ -	(500)		
02-1094-5141	MM FIRE MEALS & ENTERTAINMENT	\$ 482	\$ 650.00	\$ 41	\$ 650	\$ 650	0		
02-1094-5142	MM FIRE OFFICE/COMPUTER SUPPLIES	\$ 1,694	\$ 1,500.00	\$ 2,279	\$ 1,600	\$ 2,000	400		

MULMUR MELANCTHON FIRE DEPARTMENT								
updated Mar 10, 2021		YTD		YTD	FINAL	DRAFT		%
		2019 ACTUAL	2019 BUDGET	2020 ACTUAL	2020 BUDGET	2021 BUDGET	VARIANCE	Share
02-1094-5143	MM FIRE MEDICAL SUPPLIES	\$ -	\$ 500.00	\$ 1,811	\$ 500	\$ 1,000	500	
02-1094-5144	MM FIRE EQUIP REPAIRS & MAINTENANCE	\$ 582	\$ 2,600.00	\$ 439	\$ 2,600	\$ 1,500	(1,100)	
02-1094-5145	MM FIRE-MTO REPORTS	\$ 350	\$ 300.00	\$ 364	\$ 300	\$ 300	0	
02-1094-5146	MM FIRE BANK CHARGES	\$ 441	\$ 440.00	\$ 811	\$ 440	\$ 440	0	
02-1094-5150	MM FIRE IT SUPPORT	\$ -	\$ -	\$ -	\$ -	\$ -	0	
02-1094-5160	MM FIRE - EQUIPMENT SUPPLIES	\$ 680	\$ 500.00	\$ 607	\$ 500	\$ 500	0	
02-1094-5161	MM FIRE - PUMPER #41 1999 FREIGHTLINER	\$ 1,307	\$ 3,500.00	\$ 2,548	\$ 3,500	\$ 3,500	0	
02-1094-5162	MM FIRE - 2020 FORD RESCUE #42	\$ 2,314	\$ 3,500.00	\$ 1,882	\$ 1,000	\$ 1,000	0	
02-1094-5163	MM FIRE - TANKER #43 2020 FREIGHTLINER	\$ 1,742	\$ 3,500.00	\$ 1,165	\$ 3,500	\$ 2,000	(1,500)	
02-1094-5164	MM FIRE - PUMPER #44 2009 SPAR	\$ 1,967	\$ 3,500.00	\$ 3,613	\$ 3,500	\$ 5,000	1,500	will require some body work this year
02-1094-5165	MM FIRE - 2006 TRAILER (RME)	\$ 313	\$ 1,000.00	\$ 456	\$ 1,000	\$ 1,000	0	
02-1094-5166	MM FIRE - ARGO	\$ 3,622	\$ 1,000.00	\$ -	\$ 1,000	\$ 750	(250)	
	Total Operating Expenses	\$ 201,627	\$ 205,587.00	\$ 188,179	\$ 208,089	\$ 224,441	7.86%	
	Operating Surplus (deficit)	\$ (820)	\$ -	\$ 44,770	\$ -			
		(YTD)						
<u>CAPITAL BUDGET</u>								
<u>CAPITAL REVENUE</u>								
02-1095-4010	MM FIRE-CAPITAL DONATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	-	
02-1095-4030	MM FIRE-INTEREST EARNED	\$ -	-	\$ 1,492	\$ 2,000	\$ 1,500	(500)	
02-1095-4040	MM FIRE-CAPITAL GRANT REVENUE	\$ -	\$ -	\$ -	\$ -	\$ 5,400	5,400	Fire Safety Grant \$5400,
02-1095-4050	MM FIRE-SALE OF VEHICLE	\$ -	\$ -	\$ 55,000	\$ 30,000	\$ -	(30,000)	sale of tanker/rescue
02-1095-4060	MM FIRE-SALE OF EQUIPMENT			\$ 2,424	\$ -	\$ -	-	sale of cylinders
02-1095-4140	MM FIRE-CAP REVENUE MELANCTHON	\$ 56,250	\$ 56,250	\$ 58,750	\$ 58,750	\$ 58,750	-	
02-1095-4240	MM FIRE-CAP REVENUE MULMUR	\$ 56,250	\$ 56,250	\$ 58,750	\$ 58,750	\$ 58,750	-	
02-1095-4300	MM FIRE-TSFR FROM CAPITAL RESERVES	\$ 211,042	\$ 26,372	176,091	\$ 303,456	\$ 37,100	(266,356)	
	Total Capital Revenue	\$ 323,542	\$ 138,872	\$ 352,506	\$ 452,956	\$ 161,500	(291,456)	
<u>CAPITAL EXPENSES</u>								
02-1095-5200	MM FIRE CAPITAL PURCHASES	\$ 211,042	\$ 26,372	\$ 235,006	\$ 335,456	\$ 44,000	(291,456)	high pressurer washer pump \$10K and containters \$16K
02-1095-5300	MM FIRE TSF TO CAPITAL RESERVES	\$ 112,500	\$ 112,500	\$ 117,500	\$ 117,500	\$ 117,500	-	
		\$ 323,542	\$ 138,872	\$ 352,506	\$ 452,956	\$ 161,500	(291,456)	



# NDCC Board of Management

## 2021 Budget

updated Feb 26, 2021

Account	Description	2019 Actual	2019 Budget	2020 Actual	Final 2020 Budget	Draft #1 2021 Budget	Budget Variance
<b>REVENUES</b>							
01-2000-4000	MULMUR GRANT	55,024	55,024	54,410	54,410	53,349	(1,062)
01-2000-4010	MELANCTHON GRANT	55,024	55,024	54,410	54,410	53,349	(1,062)
01-2000-4020	DONATION REVENUE	3,239	-	-	-	-	0
01-2000-4030	FUNDRAISING REVENUE	19,047	20,000	-	-	-	0
01-2000-4100	MINOR RATE RENTAL REVENUE	54,021	45,000	46,708	54,000	30,600	(23,400)
01-2000-4110	ICE RENTAL REVENUE (PRIME)	50,823	52,000	41,956	51,000	29,580	(21,420)
01-2000-4115	ICE RENTAL REVENUE (NON-PRIME)	1,633	500	1,736	500	510	10
01-2000-4120	NON-RESIDENT USER FEES	3,696	3,250	4,215	3,250	-	(3,250)
01-2000-4200	BOOTH RENTAL REVENUE	2,170	5,000	1,174	2,100	2,000	(100)
01-2000-4210	HALL RENTAL REVENUE	4,012	2,600	-	4,000	1,000	(3,000)
01-2000-4220	FLOOR RENTAL REVENUE	97	-	-	-	-	0
01-2000-4230	SIGN RENTAL REVENUE	3,840	4,160	4,250	3,800	3,580	(220)
01-2000-4240	VENDING MACHINE REVENUE	109	-	-	-	-	0
01-2000-4300	PENALTIES & INTEREST	869	525	902	850	850	0
01-2000-4500	PRIOR YEAR SURPLUS/(DEFICIT)	(29,582)	(29,582)	(5,860)	(5,860)	33,947	39,808
<b>TOTAL REVENUE</b>		224,021	213,500	203,902	222,461	208,765	(13,696)
<b>EXPENSES</b>							0
01-2000-7000	WAGES	68,452	55,000	58,972	70,000	72,000	2,000
01-2000-7005	BENEFITS-EI/PPP/WSIB/EHT	5,478	5,600	5,182	5,600	5,600	0
01-2000-7010	BENEFITS-OMERS	-	-	4,569	4,950	5,254	304
01-2000-7012	MILEAGE	284		304	300	300	0
01-2000-7015	STAFF TRAINING/DUES, FEES, SUBSCRIP	1,149	300	185	1,000	1,000	0
01-2000-7100	OFFICE/COMPUTER SUPPLIES	2,428	1,700	1,889	2,000	2,000	0
01-2000-7110	COMMUNICATION	1,968	3,000	877	2,000	2,000	0
01-2000-7115	INSURANCE	12,518	12,200	15,419	13,300	16,000	2,700
01-2000-7120	HEALTH & SAFETY	1,903	2,800	2,541	2,000	2,500	500
01-2000-7125	PROF FEES - AUDIT	611	1,400	600	611	611	0
01-2000-7130	PROF FEES - WATER TESTING	393	300	259	400	400	0
01-2000-7150	BANK CHARGES	772	400	1,370	500	1,200	700
01-2000-7200	HYDRO	50,085	60,000	28,532	50,000	40,000	(10,000)
01-2000-7210	FURNACE FUEL/ZAMB PROPANE	14,712	12,000	9,750	15,000	10,000	(5,000)
01-2000-7220	BLDG/GROUNDS MAINTENANCE	18,293	20,000	27,463	18,500	20,000	1,500
01-2000-7230	BOOTH MAINTENANCE	1,918	1,300	372	3,300	400	(2,900)
01-2000-7240	ICE PLANT/MACH MAINT	18,153	12,000	11,147	18,000	12,000	(6,000)
01-2000-7300	FUNDRAISING EXPENSE	10,993	10,500	-	-	-	0
01-2000-7400	BAD DEBT	399	-	525	-	-	0
01-2000-7500	CAPITAL PURCHASES	19,372	15,000	-	15,000	17,500	2,500
<b>TOTAL EXPENSES</b>		229,881	213,500	169,955	222,461	208,765	(13,696)
<b>Net Income/(Deficit)</b>		(5,860)	0	33,947	0	0	

# **AMO Policy Update – OPP Detachment Board Composition Process, Personal Support Worker Temporary Pay Extended, and By-Name Lists**

## **OPP Detachment Board Composition Process**

Late last week, the Ministry of the Solicitor General sent notice to all municipal governments and First Nations that Ontario Provincial Police (OPP) detachment boards under the *Community Safety and Policing Act, 2019* (CSPA) are to be developed and submitted in the next 2½ months.

Municipal governments and First Nations receiving services from an OPP detachment are being asked to work together to submit one proposal (per detachment) regarding their selected composition of their board and, if needed, a rationale for multiple boards and the composition of each additional board. To assist the proposal process, the Ministry has developed a digital form included [here](#).

We understand that the Ministry will work with municipalities and First Nations to obtain outstanding information/proposals and support the completed proposal. If, however, a proposal still does not meet the minimum requirements, or a proposal is not submitted and/or if no consensus is reached on the composition of the board, then the Ministry has indicated that they will determine the composition of the detachment board.

Completed proposals are to be submitted to the Ministry by **Monday, June 7, 2021**.

**Solicitor General**

Office of the Solicitor General

25 Grosvenor Street, 18<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416 325-0408  
MCSCS.Feedback@Ontario.ca

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MCSCS.Feedback@Ontario.ca



132-2021-404  
**By email**

March 17, 2021

Dear Heads of Council and First Nations Chiefs:

I am writing to provide you with an update on the new Ontario Provincial Police (OPP) detachment boards under the *Community Safety and Policing Act, 2019* (CSPA).

As you may remember, in February 2020, the Ministry of the Solicitor General conducted seven regional roundtable sessions across the province. Discussions at these sessions focused on new OPP-related regulatory requirements under the CSPA. Municipalities and First Nation communities receiving policing services from the OPP were invited to learn more about new OPP-related legislative and regulatory requirements and provide the ministry with feedback to inform the development of related regulatory proposals. In addition, we heard from many of you through various letters and engagement opportunities, including meetings with the Association of Municipalities of Ontario MOU Table and Rural Ontario Municipal Association about what you would like your new OPP detachment board to look like.

In response to your feedback, an OPP detachment board framework has been developed that we hope will provide municipalities and First Nation communities receiving direct and/or supplemental services from the OPP the flexibility to create a board that reflects your community and local needs.

Under this framework, municipalities and First Nation communities receiving direct and/or supplemental services from an OPP detachment are being asked to submit one proposal (per detachment) indicating the composition of their board and, if needed, a rationale for multiple boards and the composition of each additional board.

Municipalities and First Nations within a detachment are asked to work together to determine the composition of their board(s) as well as the manner in which they will submit their proposal to the ministry. For example, after determining the composition of the detachment board(s), municipalities and First Nations within a detachment area may select one municipality or First Nation to complete and submit the proposal.

Dear Heads of Council and First Nations Chiefs  
Page 2

Proposals must meet base requirements set by the ministry, which include a minimum number of five members per board and a requirement that each board should be composed of 20% community representatives and 20% provincial appointees. To that end, municipalities and First Nations are not required at this time to identify the names of the individuals that will be participating on the detachment board. Rather, you are only asked to identify the number of seats each municipality and First Nation will be allocated on the detachment board as well as the number of community representatives and provincial appointments.

To streamline and support the proposal process, the ministry has developed a digital form that can be accessed using the link included [here](#).

The ministry will work with municipalities and First Nations to obtain outstanding information/proposals and support you in submitting a completed proposal. If, however, a proposal still does not meet the minimum requirements, or a proposal is not submitted and/or if no consensus is reached on the composition of the board then the ministry will determine the composition of the detachment board.

Completed proposals are to be submitted to the ministry by **Monday, June 7, 2021**.

We recognize the significant implications that the current COVID-19 emergency has had on municipalities and First Nations across the province. To this end, in addition to the written supporting material attached here, we are also pleased to work with you directly through virtual information sessions.

If you have questions related to OPP detachment boards under the CSPA, please contact Sarah Caldwell, Director of Community Safety and Intergovernmental Policy, at [sarah.caldwell@ontario.ca](mailto:sarah.caldwell@ontario.ca). If you have questions about the proposal process or would be interested in a virtual information session, please contact Joanna Reading, Senior Policy Advisor, at [joanna.reading@ontario.ca](mailto:joanna.reading@ontario.ca)

Sincerely,



Sylvia Jones  
Solicitor General

Enclosures

c: Chief Administrative Officers

Municipal Clerks



CONTEXT

- Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68) and established the *Community Safety and Policing Act, 2019* (CSPA) which, once in force, will repeal the *Police Services Act, 1990* (PSA).
- Section 67 of the CSPA requires there be **an Ontario Provincial Police (OPP) detachment board, or more than one OPP detachment board**, for each detachment of the OPP that provides policing in a municipality or in a First Nation community.
- The Ministry is required to develop a regulation related to the composition of each OPP detachment board. To achieve this, the ministry has developed an “OPP Detachment Board Framework”.



FRAMEWORK

- The new **OPP Detachment Board Framework** will provide civilian governance to 326 municipalities and 43 First Nations including those that:
  - Are directly policed by the OPP;
  - Employ their own First Nations Constables but receive administrative support from the OPP; and
  - Receive “OPP Dedicated” policing (i.e. North Caribou Lake and Wapekeka First Nation).
- By enhancing civilian governance, the **OPP Detachment Board Framework** under the CSPA will:
  - Ensure each municipality and First Nation receiving OPP services and supports has an opportunity to represent their local perspectives, needs, and priorities; and
  - Provide opportunities for municipalities and First Nations to collaborate on efforts to improve community safety.

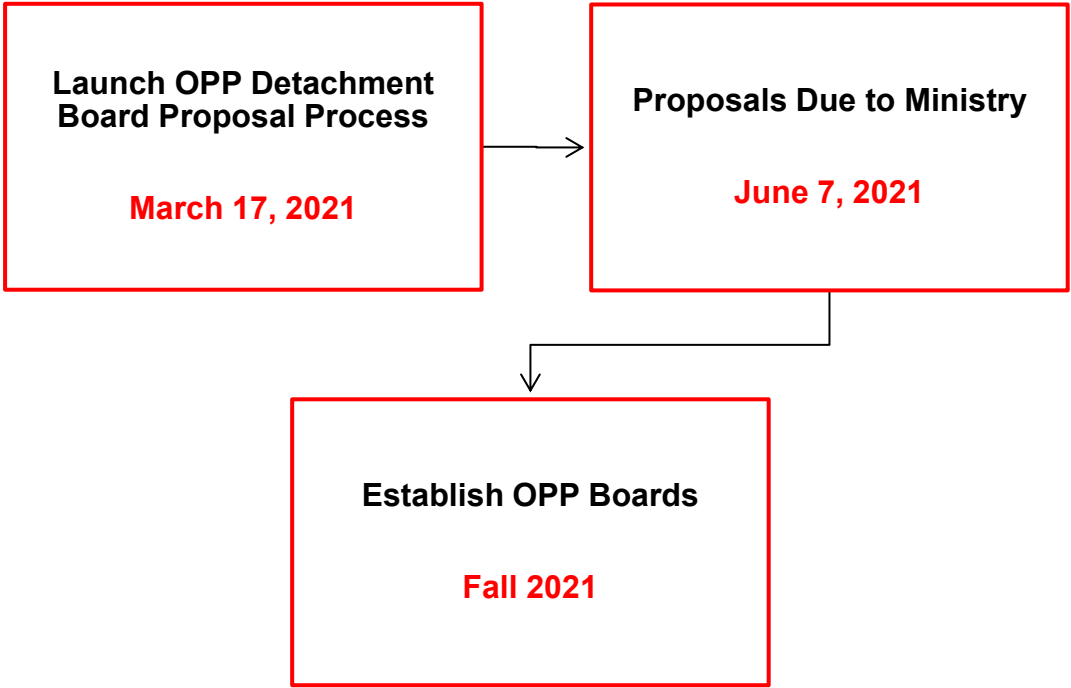


PROCESS

- To ensure the objectives of the **OPP Detachment Board Framework** are met, the ministry has developed a flexible approach that allows municipalities and First Nations to determine the preferred composition of their detachment board(s) by submitting a proposal using a digital form provided by the ministry.
  - Link to Digital Form: [OPP Board Proposal Form](#)
- Municipalities and First Nations within a detachment will be required to work together to develop and submit **one proposal** indicating the composition of their board(s). The proposal must meet the minimum composition requirements established by the ministry (**See Page 2 & Qs and As**).
- Municipalities and First Nations will not be required to identify the names of the individuals that will be participating on the detachment board but will be required to identify the number of seats each municipality and First Nation will be allocated on the detachment board as well as the number of community representatives and provincial appointments.
- The ministry will work with each municipality and First Nation to obtain outstanding information and provide support to ensure each detachment submits a completed proposal. However, a proposal does not meet the minimum requirements set by the ministry or a proposal is not submitted, and/or if a detachment is unable to come to a consensus, the ministry will determine the composition of the detachment board(s).
- The ministry is offering virtual information sessions for municipalities and First Nation communities to address outstanding questions and clarify concerns related to the proposal requirements and process, upon request.



TIMELINES



✓

OPP DETACHMENT BOARD COMPOSITION REQUIREMENTS

MINIMUM REQUIREMENTS

Minimum Size	5 members
Maximum Size	None
Community Representatives	20% Community Representation <ul style="list-style-type: none"><li>Province to appoint community representative(s) if municipal council/band council fail to appoint representatives by joint resolution.</li></ul>
Provincial Appointments	20% Provincial Appointees



CONTACT INFORMATION

General Information/OPP Detachment Board Proposal Process	Community Safety and Intergovernmental Policy Branch Joanna Reading ( <a href="mailto:Joanna.Reading@ontario.ca">Joanna.Reading@ontario.ca</a> )
Civilian Governance Options for First Nations	Indigenous Engagement Unit Ashley O'Connell ( <a href="mailto:Ashley.OConnell@ontario.ca">Ashley.OConnell@ontario.ca</a> )

**Q1: What are the key differences between the section 10 board framework under the *Police Services Act* (1990) (PSA) and OPP detachment board framework under the *Community Safety Policing Act, 2019* (CSPA)?**

**A1:**

- The OPP currently polices 326 municipalities. Of these, only those under a section 10 agreement have access to civilian governance. This means there are 178 municipalities that do not participate on a board and as a result do not have access to civilian governance.
- Under the CSPA, all municipalities receiving OPP policing services will have the opportunity to participate on an OPP detachment board.
- In terms of the roles and responsibilities of board members, the role of OPP detachment boards will include additional responsibilities not required for section 10 boards under the PSA (1990) such as:
  - considering any community safety and well-being plan adopted by a municipality that receives policing from the detachment;
  - establishing local policies, in consultation with the detachment commander, with respect to policing in the area receiving policing from the detachment; and
  - ensuring local action plans prepared by the detachment commander address the objectives and priorities determined by the board.
- Under the CSPA, OPP detachment board members will be required to:
  - consult with the OPP Commissioner on the selection of a detachment commander;
  - monitor the performance of the detachment commander; and
  - provide an annual report to the municipalities and band councils served by the OPP.
- OPP detachment boards will also provide a venue for the municipalities and First Nations within a detachment area to coordinate and collaborate on strategies to address common issues that is not present under the PSA.

**Q2: What does the transition to the new OPP detachment board framework mean for municipalities and First Nations currently receiving policing services by the OPP?**

**A2:**

- Until the Act comes into force, the ministry will continue to renew section 10 agreements that are set to expire in 2021.
- However once the CSPA comes into force all existing section 10 agreements will be terminated, and Section 10 boards will be dissolved.
- To do this, the ministry is committed to providing sufficient time and adequate supports to municipalities currently participating on a Section 10 board or, in the case of municipalities that receive OPP policing without a formal agreement/contract (i.e. Section 5.1 municipality), a Community Policing Advisory Committees (CPAC) as they dissolve their current board structures and transition to the new OPP detachment board model.

**Q3: When will the CSPA come into force?**

**A3:**

- The ministry is working towards the act being proclaimed in early 2022.

**Q4: Which municipalities and First Nations are included in the OPP detachment board framework?**

**A4:**

- The OPP detachment board framework provides civilian governance to the municipalities and First Nations receiving policing from OPP detachments.
- More specifically, the framework includes 326 municipalities currently policed by the OPP.
- The First Nations included in this framework include the 43 First Nations that:
  - are directly policed by the OPP (i.e., zone policing without a funding agreement);
  - employ their own First Nations Constables but receive administrative support from the OPP (i.e., “OPP-Administered” policing under the Federal First Nations Policing Program (FNPP)); and
  - receive “OPP-Dedicated” policing (i.e. Stream Two agreements under the FNPP).

**Q5: What role will municipalities and First Nations have with respect to the OPP Detachment Board proposal process?**

**A5:**

- Municipalities and First Nations in each OPP detachment area will be required to submit one proposal indicating the composition of their board and the rationale for multiple boards and the composition of each additional board, if multiple boards are being recommended..
- The ministry will only accept one proposal per detachment.
- Municipalities and First Nations within a detachment will be required to work together and determine the approach for developing and submitting their proposal to the ministry.
  - For example, after determining the composition of the detachment board(s), the municipalities and First Nations within a detachment may select one municipality or First Nation to complete and submit the proposal.

**Q6: What information is the ministry requesting in the proposal form?****A6:**

- Municipalities and First Nations within a detachment area will be required to submit a proposal indicating the composition of their board(s).
- Municipalities and First Nations will not be required to identify the names of the individuals that will be participating on the detachment board. Rather, they will be required to identify the number of seats each municipality and First Nation will be allocated on the detachment board as well as the number of community representatives and provincial appointments.
- If a municipality and/or First Nation chooses not to participate on a detachment board and forfeits their seat, they will be required to indicate this in the proposal.

**Q7: Factors to consider when requesting more than one detachment board.****A7:**

- The CSPA allows an OPP detachment to establish one, or more than one, OPP detachment board.
- Detachments that are considering requesting more than one detachment board should consider factors such as:
  - Geography (e.g. distance between municipalities and First Nations);
  - Variations in population size and;
  - The number of municipalities and First Nations within an OPP detachment; and
  - Service demands (e.g. calls for service).
- However, if proposing more than one OPP detachment board, municipalities and First Nations should also consider challenges associated with recruiting board members (e.g. inability to fill vacancies) and the costs associated with operating additional boards.

**Q8: Will municipalities/First Nations that are receiving policing and/or supports and services by two OPP detachments be allowed to participate on both OPP detachment boards?****A8:**

- Yes. Municipalities and First Nations that are receiving policing and/or supports and services by two OPP detachments can participate on both OPP detachment boards, or can choose to participate on only one OPP detachment board.
- Representation must be determined in collaboration with the other municipalities and First Nations within the OPP detachment, as a consensus on the composition of the OPP detachment board is required.
- Municipalities that wish to be represented on both OPP detachment boards will be required to cover the costs associated with participating on two boards (i.e. operational costs).

**Q9: What is considered a “completed” proposal?****A9:**

- Each detachment will be required to complete one proposal using the digital form provided by the ministry. The link to the digital form can be found here: [Ontario Provincial Police Board \(OPP\) Proposal Form](#).
- A completed proposal must be submitted using the digital form provided by the ministry and meet the minimum composition requirements provided by the ministry.
- The ministry will work with each detachment to obtain outstanding information/proposals and support them in submitting a completed proposal.
- If however in the end if a proposal does not meet the minimum requirements set by the ministry or a proposal is not submitted, and/or if a detachment is unable to come to a consensus, the ministry will determine the composition of the detachment board.

**Q10: What support will the ministry provide municipalities and First Nations throughout the OPP detachment board proposal process?****A10:**

- Virtual information sessions, led by the ministry, will be made available upon request for municipalities and First Nation communities to address outstanding questions and clarify concerns related to the proposal requirements and process.
- If your detachment is interested in a virtual information session, or have other inquiries related to the OPP detachment board proposal process, please forward your request to the ministry to Joanna Reading via email at [Joanna.Reading@ontario.ca](mailto:Joanna.Reading@ontario.ca).

**Q11: What is the purpose of provincial appointments on OPP Detachment Boards?****A11:**

- Provincial appointees will provide advice to the board as public representatives whose appointments are independent of municipal/band councils.
- However, to ensure members of the detachment board are reflective of the communities they serve, the municipalities/First Nation Chief and Councils will have the ability to nominate individuals for consideration as provincial appointees.



**Q12: Will the government address the current backlog in provincial appointments?****A12:**

- We know there are concerns related to the number of vacant provincial appointments and the length of time these appointments remain unfilled.
- We have made significant progress in reducing the backlog of provincial appointments. Since our government took office in 2018, we have filled approximately 124 provincial appointment vacancies on section 10 boards.
- We will continue to work with municipalities and First Nations to ensure provincial appointees are recruited and appointed in a timely manner.

**Q13: Why are First Nations with Self-Administered Police Services not included in the OPP detachment board framework?****A13:**

- First Nations that receive policing from a Self-Administered First Nation Police Service (SA FNPS) are not included in the OPP detachment board framework as they are already represented on boards and/or have their own police governing authorities.  
In addition, SA FNPS boards have existing relationships and alternate methods to communicate their input to the OPP with respect to supports and services the OPP provides to their communities.

**Q14: Are there other civilian governance options for First Nation communities that are captured within the OPP detachment board framework?****A14:**

- As an alternative to participating on an OPP Detachment board, under the CSPA First Nations have the option to request to form a First Nation OPP Board.
- Where a First Nation or multiple First Nations has entered into an agreement with the Minister for the provision of policing and other specified services by the Commissioner, the First Nation(s) may request that the Minister constitute a First Nation OPP board.
- A First Nation OPP board would perform similar functions and responsibilities as an OPP Detachment board by providing advice and oversight over the policing services provided by the OPP to a First Nation community or communities.
  - This includes determining objectives and priorities, supporting development of the strategic plan, and advising the Detachment Commander with respect to policing provided to a First Nation community or communities.
  - A First Nation OPP board could also establish local policies, in consultation with the OPP, with respect to the detachment's provision of policing.
- Please contact Ashley O'Connell, Indigenous Engagement Unit, Ministry of the Solicitor General at [Ashley.OConnell@ontario.ca](mailto:Ashley.OConnell@ontario.ca) for more information on requesting a First Nation OPP Board.

**ADDITIONAL INFORMATION****Q15: What training will OPP detachment board members be required to complete?****A15:**

- Members cannot perform their duties or exercise any of their powers until they have successfully completed the training identified in the CSPA.
- More specifically, like all other boards and councils governed under the CSPA, OPP detachment board members will be required to successfully complete training with respect to:
  - human rights and systemic racism;
  - the diverse, multiracial and multicultural character of Ontario society;
  - the rights and cultures of Indigenous peoples; and
  - any other training prescribed by the Solicitor General.

**Q16: Will municipalities be able to request enhanced OPP policing services (e.g., beyond basic “adequate and effective” policing) under the CSPA?****A16:**

- Under the CSPA, municipalities that receive policing from the OPP may enter into agreements for enhanced policing services.
- Municipalities will continue to be responsible for funding and implementing enhancements.

**Q17: Once the CSPA is in force, will municipalities within a detachment receive one billing statement (i.e., a single invoice for the entire detachment)?****A17:**

- There will be no substantive changes to the billing process.
- Municipalities will continue to be billed individually.

**Q18: Will there be an opportunity to provide additional feedback on other OPP-related matters for regulation?**

**A18:**

- All OPP-related matters for regulation will be posted on the Ontario Regulatory Registry for public comment.

***Community Safety and Policing  
Act, 2019: Ontario Provincial  
Police Detachment Board  
Framework***

**Rural Ontario Municipal  
Association Conference**

**January 2021**

# Purpose

- Provide an overview of:
  - The legislative changes under the *Community Safety and Policing Act, 2019* (CSPA) related to the Ontario Provincial Police (OPP);
  - Stakeholder feedback related to OPP-related matters for regulation; and,
  - The OPP Detachment Board Framework under the (CSPA) including:
    - Detachment Board Composition Requirements
    - Detachment Board Proposal Process
  - Next Steps

# Context

- On March 26, 2019, Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68) and established the *Community Safety and Policing Act, 2019* (CSPA). Once in-force, the CSPA, 2019 will replace the *Police Services Act* (1990).
- The Ministry is working to bring the CSPA into force by early **2022**.
- To bring the CSPA into force, the Ministry is required to develop several matters for regulation, including regulations related to the Ontario Provincial Police (OPP) such as:
  - OPP Detachment Boards;
  - OPP Governance Advisory Council; and
  - OPP Billing.
- To do this work, the ministry has engaged several key stakeholders and partners using:
  - OPP Regional Roundtables;
  - CSPA Engagement Tables; and
  - The Association of Municipalities of Ontario (AMO) MOU Table.

# PSA vs. CSPA: OPP Detachment Boards

## Current State

- Municipalities must have a police service board to enter into an agreement with the OPP under section 10 of the Police Services Act 1990 (PSA).
- All other municipalities policed by the OPP (i.e., section 5.1) may establish a Community Policing Advisory Committee (CPAC) but are not required to do so.
- Currently, municipalities and First Nation communities receiving OPP policing services are unable to provide effective civilian governance due to:
  - Variances in geography, population size, and service demands;
  - Lack of flexibility, adequate funding and communication with OPP detachment commanders;
  - Failure to adequately represent the needs of all communities receiving OPP services within a detachment; and
  - High rates of vacancies on boards, specifically related to provincial appointments (e.g., currently 33 vacancies across 115 section 10 boards).

## New Legislative Requirements

- Section 67 of the CSPA requires there be an OPP detachment board, or more than one OPP detachment board, for each detachment of the OPP that provides policing in a municipality or in a First Nation community.
- Each municipality and First Nation community receiving OPP services will have an opportunity to participate on an OPP detachment board.
- An OPP detachment board would be required to, among other things:
  - Advise the detachment commander with respect to policing provided by the detachment and on the development of the local action plan;
  - Consult with the Commissioner on the selection and monitor the performance of the detachment commander; and
  - Provide an annual report to municipalities and band councils.
- In addition to the training required for all board members under the Act, detachment board members are required to successfully complete training on the role of boards and responsibilities as members prior to exercising their powers.

# OPP Detachment Board Framework

The **OPP Detachment Board Framework** under the CSPA will provide municipalities and First Nation communities (**Appendix A**) receiving OPP policing services with greater civilian governance by:

- Ensuring each municipality and First Nation community receiving policing services from the OPP have an opportunity to represent their local perspectives, needs, and priorities;
- Providing opportunities for municipalities and First Nations to collaborate on efforts to enhance community safety; and
- Enabling OPP services to be delivered in a more transparent, coordinated and efficient manner.

# OPP Detachment Board Framework

The **OPP Detachment Board Framework** will:

- Provide each municipality and First Nation community receiving OPP services with a seat on an OPP detachment board.
- Require the municipalities and First Nations within the jurisdictional area of a detachment to submit one proposal indicating the composition of their board and, if requested, their rationale for multiple boards.
- Include a set of composition requirements set by the ministry that completed proposals would be required to meet. Detachments that fail to submit a proposal or if a proposal is submitted but does not meet the composition requirements will be considered incomplete.
- Establish a ministerial working group to review each proposal submitted to the ministry.



# What we heard from you . . .

At the OPP regional roundtables in early 2020 you shared that:

## Participation Highlights

- 135 of the 326 OPP policed municipalities attended and participated in the regional roundtable discussions, including:
  - 80 municipalities under section 10 contract;
  - 55 section 5.1 municipalities; and
  - a total of 228 municipal representatives.
- 5 of 45 invited First Nations attended and were represented by either their First Nation Chief or a Band Council Member.

## OPP Detachment Boards

- A “one-size-fits-all” detachment board model is not feasible especially for detachments in different settings due to several factors including geography and population size.
- OPP-related regulations should not be overly prescriptive and should enable local decision-making.
- Provincial appointments should not be considered as part of the composition of OPP Detachment Boards.
  - Participants identified challenges related to provincial appointments, specifically indicating the lack of transparency around the recruitment and appointment process and that seats can remain vacant for 2-4 years.

## OPP Billing

- Additional resources and guidelines should accompany OPP billing statements and OPP estimates.
  - OPP billing statements should include more detail such as the number of police officers and FTE’s assigned per detachment.
- Clarification required regarding the costs associated with the policing provided to unincorporated territories.
  - For example, misconception related to policing costs and unincorporated territories.

## OPP Governance Advisory Council

- The Advisory Council should include both municipal and regional representation.
  - E.g. Northwestern Ontario Municipal Association (NOMA), Federation of Northern Ontario Municipalities (FONOM) etc.
- AMO would like 50% of the Council’s membership allocated to municipalities.
- Ministry should look to Provincial Territorial Organizations (PTOs) to help determine appropriate First Nation representation.
- The Advisory Council should not include representation from policing organizations (e.g. OPPA).

There have also been engagement through the AMO MOU table and the community/policing engagement tables that are supporting the work to bring the CSPA into force.

# OPP Detachment Board Composition

## Overview

- Municipalities and First Nations within a detachment will be required to submit a proposal, that meets the composition requirements (below), indicating the proposed composition of your board
- A rationale for more than one detachment board (if needed/ desired locally)

Composition	Minimum Requirements
Minimum Size	Minimum of 5 members
Maximum Size	No maximum
Community Representatives	20% community representation (minimum)
Provincial Appointments	20% provincial appointees

# Next Steps

- Planning process in winter/ spring 2021 – details to follow
- Support for you in the process – webinars, Qs and As, etc.
- Development of the regulations in summer 2021
- Forming the detachment boards (timing tbc)

# Appendices



# Appendix A: Current Landscape

## Legislative Requirements

- Under subsection 5 (1) of the PSA, municipalities are required to provide policing services using one of the listed methods. The Ontario Provincial Police (OPP) must provide policing services to a municipality if a municipality:
  - enters into an agreement under section 10, alone or jointly with one or more other councils, to have police services provided by the OPP; or
  - does not provide police services by one of the ways set out in subsection 5 (1), the OPP will become the default police service for the municipality.

## Landscape

- The OPP is divided into five regions (Central, East, West, Northwest, Northeast).
- There are 63 OPP Detachments which provide policing to 326 of the 443 municipalities across Ontario.
  - 9 municipalities receive policing services from more than one OPP detachment.
- The OPP provides direct policing (25) and administers policing provided by First Nations Constables while providing support (18) in 43 First Nation communities and provides dedicated policing to 2 communities through Stream Two Agreements.
  - There are between 1-2 First Nation communities receiving policing services from each OPP detachment.

## Number of Municipalities per Detachment

#Detachments	#Municipalities
11	1
9	2
3	3
5	4
10	5
6	6
8	7
1	8
1	9
2	10
3	11
1	12
1	13
1	14
1	19
<b>63</b>	<b>326</b>

## First Nation Landscape (See Appendix C)

First Nation Policing Model	# of Communities
Receiving OPP Direct Policing	25
Receiving OPP Administered Policing (i.e., Ontario First Nations Policing Agreement)	18
Receiving OPP Dedicated Policing	2
<b>TOTAL</b>	<b>43</b>

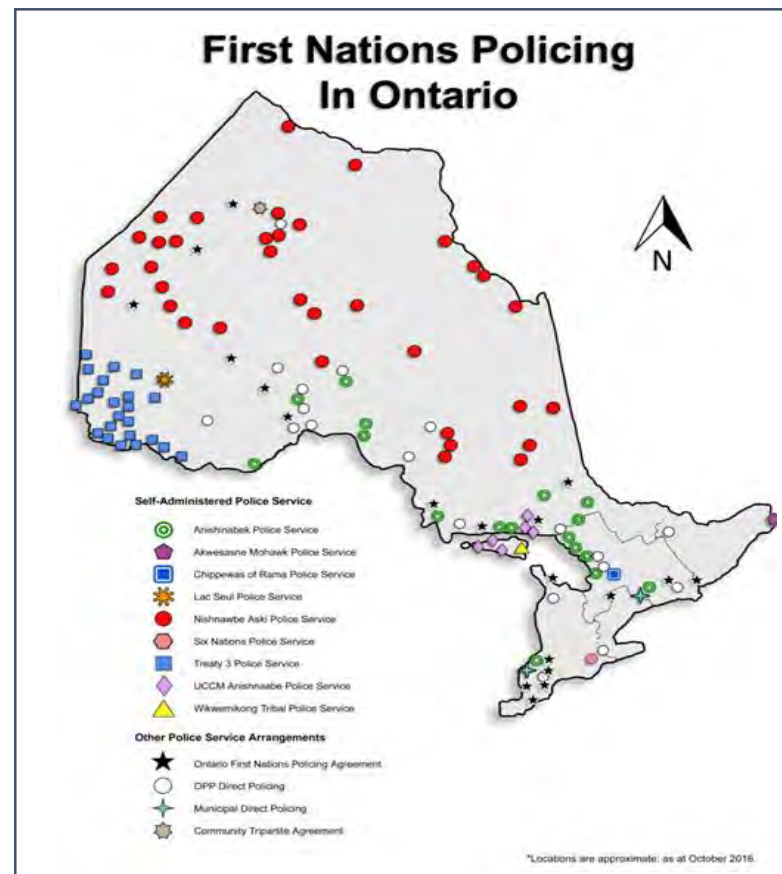
# Appendix B: First Nation Representation

## Considerations

- The proposed OPP governance strategy includes the 43 First Nation communities that:
  - are directly policed by the OPP;
  - employ their own First Nations Constables but receive administrative and other support services from the OPP (“OPP Administered”); and
  - receive “OPP Dedicated” policing.
- The ministry would need to reach out to the two communities (Wapekeka First Nation, North Caribou Lake First Nation) receiving “OPP Dedicated” policing to determine their interest in i) representation on a local OPP detachment board or ii) establishing their own First Nation OPP board pursuant to Section 77.
- It is anticipated that the 86 First Nation communities that receive policing from a self-administered First Nation police service (SA FNPS) would not have an interest in sitting on an OPP detachment board, as they are already represented on boards/police governing authorities for their SA FNPS. Their SA FNPS boards have existing relationships with the OPP to ensure input into any supports the OPP provides.

## First Nation Landscape

Policing Model	# of FN Communities
OPP Direct Policing	23
OPP Dedicated Policing	2
OPP Administered Policing	18
	<b>43</b>



Mulmur Farmers' Market

17 Mar 2021

Mulmur Council

Request for Ball Park Space

1. The Mulmur Farmers' Market would like to request Sunday space at the Mansfield Community BallPark. We run our market
  - a. From 11 am to 3 pm with 45 minutes pre and post market for setup and teardown.
  - b. 23 May to 03 Oct. every Sunday rain or shine (monitor with Lightning App to avoid electrical storms)
  - c. With the expectation of 8 to 10 spaces this year (9 full-time vendors required to break even)
  - d. Washrooms are required for vendor use
  - e. Garbage is minimal as all vendors are responsible for garbage generated at their booth
  - f. The market setup needs to be visible from the road along the fence line.
2. With covid restrictions in place last summer we set up on the ball diamond last year so we could control entry and exit. It worked well. Assuming we will still be in a Covid environment this summer we need to be able to set up with space between vendors. We averaged 5 vendors per market last year. Each vendor requires 10 x 10 ft for canopy space.
3. Our budget is very thin for this season as we had less vendors then expected last year and increased cost to cover Covid requirements. We truly appreciated the help we got last year in free rent and financial assistance to pay the Farmers' Markets Ontario fees and insurance. All we are requesting is space for free and letting the public know to support the market so we can get ourselves fully functional again. I expect that the market this year will look much like what we experienced last year.
4. What are the covid requirements for the ballpark this year?
5. We look forward to further discussion.

Regards

Helen Martin

Market Manager

705-818-1251

### 9.2.1 Recommendations (2020-2030)

#	Recommendation	Ongoing	Additional Recommendations			
			Immediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)
1	Maintain the current distribution of recreation amenities in the Township with Honeywood and Mansfield as primary service areas, and Terra Nova as a secondary service area. Future asset management priorities should also be considered.					
2	Implement and update the 2016 Asset Management Plan, as per O. Reg. 588/17, retaining a specific and enhanced focus on recreation and community facilities, open space, and parks in addition to the traditional emphasis on hard infrastructure.			Year3		
3	The location of any major recreation infrastructure (e.g. sports fields, community centres, etc.), as well a future replacement and/or expansion of existing facilities, should represent the most appropriate location based on considerations of land ownership, site suitability, co-location with other municipal recreation infrastructure, and capital costs associated with servicing and development.					
4	Maintain a Community Development Model for the delivery of recreation in the Township. Under this model, where volunteer and agency groups have historically serviced the recreation programming needs of the community, the Township should continue to support these initiatives through the provision of access to facilities for activities.					
5	The Township should give consideration to staffing requirements necessary to successfully implement the Township's recreation mandate. Specifically, consider expanding the job description of the NDCC Management role to encompass a broader range of job responsibilities including responsibility for indoor and outdoor recreation, community development of programming opportunities and co-ordination of all recreation and leisure services provided and/or facilitated by the Township. This permanent, full-time job description includes management of the NDCC and events at the Township's facilities.			Year 2		
6	Investigate opportunities for new and/or expanded partnerships to improve service levels, enhance program delivery, and leverage public funding.					



#	Recommendation	Ongoing	Additional Recommendations			
			Immediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)
7	Continue the cost-sharing agreement with the Township of Melancthon for the operation and maintenance of the NDCC / a new multi-use recreation facility in Honeywood.					
8	Work with community groups and local partners to expand the suite of traditional and non-traditional programs offered through new or expanded partnerships (e.g. Library, County, sports groups, Ontario Parks, and other agencies), ensuring programming for all age groups, with a special focus on youth and seniors. This can help to enhance the utilization of existing recreation infrastructure.					
9	As programming levels increase, develop a methodology to track program registrations and assess the rate of take-up for programs offered by the Township or its partners. Continuous tracking can help determine the complement of programs that should be offered in the future.				Year 4	
10	Develop a 'Community Guide' for the Township that includes recreation and leisure resources. The guide should include a community calendar of events and provides details on all programs offered in Mulmur (municipal / non-municipal), complete with contact information of organizers for programs that are not directly delivered by the Township. This should be an online / digital information tool with hardcopies located in key municipal facilities or distributed directly to residents and provided on an annual or semi-annual basis.			Year 2		
11	Review, on an annual basis, the user fees and pricing schedule for facility and park rentals and programming fees (as appropriate). Rate setting should be informed by principles for cost recovery and subsidization, as determined by the Township.					
12	Immediately initiate the development of a) funding strategy to assess and secure sources of capital funding for a new replacement single-pad multi-use recreation facility. A range of sources should be explored, including all levels of government and potential non-profit partners; and b) operational business case for a new multi-use community centre.		Year 1	+ Year 2 as required		

#	Recommendation	Ongoing	Additional Recommendations			
			Immediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)
13	Conditional on the development of a funding strategy and operational business case for a new multi-use recreation facility, initiate the design progression required to move the project towards implementation. This includes detailed program requirements (to be confirmed through a public engagement process, and discussions with staff and Council), schematic design, and design development phases.			Year 2 - 4		
14	The Township should seek to design, develop, and commission a new multi-use recreation facility and community centre within 5 years.				Years 5-6	
15	With the successful implementation of a new multi-use recreation facility, decommission the existing NDCC building.					Year 7
16	Expand the promotion of the community room at the Township Offices as viable and affordable location for events and programming rentals (Priority but “hold” due to health restrictions)		Hold	Year 2		
17	Evaluate the potential for increased revenue opportunities through enhanced programming (municipal or non-municipal) that are suitable for the community room at the Township Offices.		Hold	Year 2		
18	Contingent on the replacement ice arena and multi-use recreation facility being located in Honeywood, over the Plan period and as the population grows in Mansfield, continue to monitor community demand for flexible indoor recreation space that can accommodate a variety of structured and unstructured activities in Mansfield. This would likely be a dry use facility (no ice, no pool) as a long-term proposition (beyond the Plan period). The facility could include a multi-use activity court / gymnasium, flexible community space for programming and rentals, and/or meeting rooms.					Years 7+
19	Maintain a minimum parkland provision standard of 2.0 hectares of parkland per 1,000 residents over the course of the Plan period. This results in an additional 0.7 hectares of parkland by the year 2030 based on estimated population growth.					

#	Recommendation	Ongoing	Additional Recommendations			
			Immediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)
20	Maintain existing parkland within the settlement areas as outdoor recreation hubs for their respective communities.					
21	As new subdivisions are planned and designed, the Township should ensure that each neighbourhood has appropriate access to parkland and/or open space.					
22	Ensure that new parks are designed with the user's comfort, safety, and accessibility in mind, through use of CPTED (or similar) principles, as well as adhering to AODA Design Standards.					
23	Encourage and facilitate the community's participation in park design, development and renewal projects by obtaining public input during the planning and design process, fostering partnerships and joint ventures in park development/renewal, and promoting awareness of park projects and initiatives through effective public communications.					
24	Work with Dufferin County and local stakeholders, trail groups and the community to identify required improvements and barrier-free access opportunities within the Dufferin County Forest Tracts, as well as to determine locations for trail-related amenity improvements (e.g. parking, signage, portable washrooms, etc.).			Year 3		
25	Develop policies in the Township's Official Plan to require the dedication of land for pedestrian and bicycle pathways as a condition of the subdivision of land, as provided for under the Planning Act (s. 51(25)(b)).			Year 2		
26	Continue to maintain the ball diamond at Mansfield Ball Park in good condition for continued use by the community over the Plan period. Explore the feasibility of undertaking improvements to the ball diamond at Mansfield Ball Park including field leveling, netting replacement, track maintenance, the provision of shaded spectator seating areas, and batting cage improvements. This process should commence immediately and include engagement with current ball diamond user groups.					

#	Recommendation	Ongoing	Additional Recommendations			
			Immediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)
27	Require ball diamond user groups to provide registration numbers on an annual basis. The collection of this data will enable the Township to monitor and assess ball diamond utilization and capacity more accurately on an on-going and periodic basis over the longer-term.					
28	Assess the feasibility of investing in lighting at the Mansfield Ball Park to enable extended seasonal and evening play / increase the capacity of this facility.			Year 3		
29	Formally decommission the ball diamond at Honeywood Park.			Year 2		
30	Continue to maintain the basketball court at Devonleigh Park in good condition for continued use by the community over the Plan period. Plan for net repair / replacement in the short-term to improve usability of this amenity.					
31	Develop a playground replacement strategy through appropriate asset management planning. Any play structure that has reached a 14-year age trigger should be phased for replacement immediately.		Year 1			
32	The Township should seek to replace the playground at Devonleigh Park immediately, considering a range of user ages and abilities in the design. Engagement with the local community should be undertaken to ensure that local needs are met.		Year 1			
33	Decommission the playground at Honeywood Park (NDCC site) in the short-term. A new playground is recommended to be developed elsewhere on the site. If Honeywood is the chosen site for a new multi-use recreation facility, the planning for this facility (and the site as a whole) should be undertaken with the community's engagement.			Year 3		
34	When the play structures at the Mansfield Ball Park require replacement, consider relocating it within the park to improve safety of users. This should occur in the medium-term.				Year 5	
35	Review and consider trends and innovations in playground design and development, with a potential for alternatives to traditional playground structures (i.e. naturalized playgrounds, etc.). This may help to reduce maintenance requirements in the future.					

#	Recommendation	Ongoing	Additional Recommendations			
			Immediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)
36	Develop additional playgrounds on newly acquired parkland as part of future subdivision planning to serve new neighbourhoods as they are developed.					
37	As new parkland is developed in Mansfield, consider planning for the development of new multi-use courts in the medium or long term for local use. A multi-use court facility can accommodate a variety of court sports, including tennis, pickleball, and basketball.				Year 6	
38	Investigate the feasibility of developing a skateboard / BMX park to improve the offer of recreation amenities for youth in Mulmur. This would best be suited to be located in Mansfield, where new subdivisions, and therefore parkland, are being developed.				Year 4	
39	Work with local community groups to determine the feasibility and willingness to develop and maintain / operate an outdoor ice rink at Devonleigh Park or an alternative location in Mulmur.			Year 2		
40	Explore opportunities for the development of outdoor exercise installations. Appropriate locations for developing outdoor exercise installations may include at the Township Offices (if co-located with other amenities) or at a preferred location in Mansfield.			Year 3		

### 9.3 Capital Cost Implications

For the Township to plan effectively over the long-term related to recreation facilities and programs, the following provides an indication of the anticipated capital cost implications associated with those notable recommendations for which capital (one-time) costs apply. The relative capital costs are shown in general terms – actual costs will need to be developed by Township staff through implementation plans and long-range budgeting processes.

It is important to note that many of the recommendations have other resource implications related to staff time, and operations and maintenance considerations.

#### Capital Cost Implications:

\$ - under \$50,000  
 \$\$ - \$50,000 - \$1M  
 \$\$\$ - over \$1M

#	Action	Capital Cost Implications
2	Update Asset Management Plan to include Recreation Assets	\$
11	Funding Strategy for new Multi-Use Recreation Facility	\$
12	Design Process for new Multi-Use Recreation Facility	\$\$
13	Develop new Multi-Use Recreation Facility	\$\$\$
25	Mansfield Ball Diamond General Improvements (depending on level of improvements undertaken)	\$+
27	Mansfield Ball Diamond Lighting	\$\$
29	Devonleigh Park Basketball Net Repair / Replacement	\$
31	Devonleigh Playground Replacement	\$\$
35	Develop new playgrounds as neighbourhoods develop	\$\$
36	Multi-Use Court Facility	\$\$
37	Skateboard / BMX park	\$\$
39	Outdoor Exercise Equipment	\$



## **STAFF REPORT**

**TO: COUNCIL**  
**FROM: Tracey Atkinson, Acting Clerk**  
**MEETING DATE: April 7, 2021**  
**SUBJECT: Administrative Penalties and Graduated Fines**

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### **PURPOSE:**

The purpose of this report is to provide Council details on including administrative penalties and graduated fines within by-laws.

### **BACKGROUND & DISCUSSION:**

At the December 2020 Council meeting, staff were directed to include graduated fines within the Special Event By-law with penalties that were significant. Staff have updated the by-law accordingly and had the penalty section reviewed by legal to ensure the by-law will be defensible if challenged.

In addition to the graduated fines, an administrative penalty was included, this allows for a lesser fine to be given for minor infractions. If charged the administrative penalty, they cannot be charged for the same contravention.

Administrative Penalty Section in Draft By-law is worded as follows:

**AND WHEREAS** Section 434.1 of *the Municipal Act*, S. O. 2001, c.25 as amended, permits a municipality to require a person to pay an administrative penalty if the municipality is satisfied that the person has failed to obey a by-law of the municipality.

- (1) Every person who contravenes a provision of this by-law may be required to pay an administrative penalty in the amount of \$500. Any person who is required to pay such an administrative penalty shall not be charged pursuant to this by-law for the same contravention.

The benefits of having an administrative penalty include no court approval required and the fine can be added to the tax roll relatively easily, it was recommended that the by-law include an administrative penalty. Please note that this form of penalty is relatively new and there are currently no regulations governing the use of administrative penalties in any context other than parking. If a regulation comes out at some time in the future, the Township may have to amend this section of the by-law to comply. With respect to

administrative penalties, there is a requirement that they not be punitive and that they "shall not exceed the amount reasonably required to promote compliance with a by-law of the municipality".

If the Officer determines that the offence is not minor in nature and/or it is a repeated offence the by-law also includes graduated fines, similar to administrative penalties, the amount of the fine has to be considered reasonable to the contravention.

**Graduated Fines Section in Draft By-law is worded as follows:**

Any Person who contravenes a provision of this by-law shall be guilty of an offence and, upon conviction, shall be liable to a fine as provided for in the Provincial Offences Act, R.S.O. 1990, C. P.33, as amended, and as set out below:

- (a) Upon a first conviction, a fine of not less than \$1,000 and not more than \$3,000.00 per day that the offence continues.
- (b) Upon a second or subsequent conviction, a fine of not less than \$1,000.00 and not more than \$5,000.00 per day that the offence continues.

In both sections, the penalty and fines included are just numbers that are reasonable to the offences. Council can modify the amounts, subject to the restrictions in the Act.

**FINANCIAL IMPACTS:**

N/A

**STRATEGIC PLAN ALIGNMENT:**

N/A

**RECOMMENDATION:**

THAT Council receive staff report regarding clarification on Administrative Penalties and Graduated Fines.

Respectfully submitted,

Prepared by,

Tracey Atkinson

Christine Hickey





## **STAFF REPORT**

**TO: COUNCIL**  
**FROM: Tracey Atkinson**  
**MEETING DATE: April 7, 2021**  
**SUBJECT: Energy Efficient Tools in Development Approvals**

---

### **PURPOSE:**

The purpose of this report is to provide some background regarding tool that can be used to encourage or mandate energy efficiency in new construction. This report pulls on knowledge from the Building Department and Planning departments only.

### **BACKGROUND:**

The Township approved the Energy Plan on November 4, 2020.

**Moved by: Boxem and Seconded by: Clark**

THAT Council approved the report of Tracey Atkinson CAO, dated November 4, 2020.

AND THAT Council approved the energy plan, of Burnside Engineering, dated June 2020, and that implementation of said plan be considered as resources are available. **CARRIED**

The Dufferin Climate Action Plan was adopted by County Council in March 2021.

The Township has received a pre-consultation application for subdivision lands within Mansfield.

### **STRATEGIC PLAN ALIGNMENT:**

4. Growing a Sustainable Mulmur: Being Proactive in Sustainable Initiatives to ensure the long term well being of Mulmur (includes Resources/Financial/People)

### **FINANCIAL IMPACTS:**

There are limited financial implications to the municipality. However, requiring developers to build beyond the Building Code requirements may have a financial impact on developers which may provide further delays to providing additional housing in

Mansfield (to make more efficient use of the water system and bring down the costs to existing residents) and to provide affordable housing.

## **ANALYSIS:**

### **Building Code**

Part 12 of the Building Code gives both a “performance path” and “prescriptive path” for compliance.

An example for residential is highlighted in clause (a) which allows for designers to provide an alternative “performance” design if the design exceeds 15% of the EnerGuide standard or the “prescriptive” Code requirements of insulation, windows, efficiency of furnaces etc. Chapter 3 of SB-12 also allows for performance design that has been established by Energy Star and R2000.

#### **12.2.1.1.(3)**

**(3)** Except as provided in Sentence (4), the energy efficiency of a *building* or part of a *building of residential occupancy* that is within the scope of Part 9 and is intended for occupancy on a continuing basis during the winter months shall,  
(a) meet the performance level that is equal to a rating of 80 or more when evaluated in accordance with NRCan, “EnerGuide for New Houses: Administrative and Technical Procedures”, or  
(b) conform to Chapters 1 and 2 of MMA Supplementary Standard SB-12, “Energy Efficiency for Housing”.

#### **12.2.1.2. Energy Efficiency Design After December 31, 2016**

**(1)** This Article applies to *construction* for which a permit has been applied for after December 31, 2016.

**(3)** Except as provided in Sentence (4), the energy efficiency of a *building* or part of a *building of residential occupancy* that is within the scope of Part 9 and is intended for occupancy on a continuing basis during the winter months shall,  
(a) be designed to exceed by not less than 15% the energy efficiency levels required by Sentence 12.2.1.1.(3), or  
(b) conform to Chapters 1 and 3 of MMA Supplementary Standard SB-12, “Energy Efficiency for Housing”.

**(4)** This Article does not apply to,

- (a) a *farm building*,
- (b) a *building* that does not use electrical power or fossil fuel,
- (c) a manufactured *building* described in Article 9.1.1.9., or
- (d) a seasonal recreational *building* described in Section 9.36. or 9.38.

The Building Code gives options for compliance but each one of the options could be chosen, thereby not mandating the higher energy efficiency, but providing R2000 as an option.

More changes to the Building Code are anticipated, but the timing is unknown at this time. Recent changes to encourage home construction and affordability have to be weighed against mandating climate change and energy efficiency goals by the Provincial and Federal governments.

### **Community Improvement Project Area**

Section 28 of the Planning Act allows the identification and collection of funds for a community improvement, which is defined to include “improvement of energy efficiency”. This is a very strong tool that requires landowners to financially contribute to a project, without choice.

### **Subdivision Review**

Section 51 of the Planning Act allows municipalities to approve subdivisions and subsection 24 sets out criteria for considering a draft plan, which regard shall be had, including “(a) the effect of development of the proposed subdivision on matters of provincial interest...” and “(l) the extent to which the plan’s design optimizes the available supply, means of supplying, efficient use and conservation of energy...”. Through the review of a subdivision the Township must have regard for energy efficiency in the design. Unfortunately, given the topography and small parcel size of some developments, the design options can be limited. There may not be significant choice in road orientation, for example to align houses most efficiently for roof-top solar. Regard for passive design, building orientation and natural cooling and protection features of trees can be accomplished through most projects.

It is noted that the same criteria of subsection 24 apply to the consent (severance) planning process.

### **Subdivision Agreements**

Section 51 of the Planning Act further allows municipalities to apply conditions (in subsection 25) or enter into a subdivision agreement (in subsection 26). These tools enable the municipality to make requirements beyond the Building code, but does require agreement from the developer, and is also appealable to LPAT.

Negotiating subdivision agreements is a process of give and take, and often comes down to feasibility and profit margins. For example, a municipality may be successful in negotiating upgraded windows or insulation if they lessen the requirements for landscaping or boulevard trees. A municipality could also reduce Development Charges in lieu of certain energy efficiencies.

There is case law and examples of where agreements have been entered into and subsequent changes to legislation lessened the developers obligations.

### **Design Standards**

Design standards must be enabled through the policies of the Official Plan and are implemented through the site plan control and/or subdivision process. Design standards may include a combination of requirements and voluntary guidelines. For example, the zoning by-law may require a minimum landscaping requirement, whereas voluntary

guidelines may encourage roof-top gardens, energy efficiency construction, renewable energy, net-zero footprint.

### **Official Plan**

If a municipality is considering using agreements and conditions as a means of increasing energy efficiency of private dwellings, it is important that this direction and desire be present in the Official Plan policies. Policies that require an energy efficiency or climate change report with the submission of an application provides a greater emphasis during the review process and typically includes recommendations for implementation. This inclusion through Official Plan policies highlights the requirements at the onset of a project so that developers can assess feasibility and built it into their pricing model before purchasing development lands.

### **Zero Emission Building Framework, City of Toronto**

The City of Toronto approved a Zero Emission Buildings Framework, on December 7, 2018, that includes encouragements and requirements and builds their existing development approval requirements. It is noted that this framework applies to (<https://www.toronto.ca/wp-content/uploads/2017/11/9875-Zero-Emissions-Buildings-Framework-Report.pdf>)

“In summary, under the Framework, new developments in Toronto will be required to reach select levels of performance in three primary metrics:

- TOTAL ENERGY USE INTENSITY, to encourage higher efficiency buildings and lower utility costs;
- THERMAL ENERGY DEMAND INTENSITY, to encourage better building envelopes, improve occupant comfort and enhance resilience; and
- GHG INTENSITY, to encourage low-carbon fuel choices and reduce building emissions.

To supplement the performance targets, a set of new or updated prescriptive requirements have also been recommended to help ensure modelled performance targets are realized in practice. These requirements extend to the following areas:

- RENEWABLE ENERGY GENERATION: Buildings designed to either accommodate connection to solar technologies, or to supply their 7 total energy load with 5% from renewable energy sources or 20% with geoexchange, will help Toronto to meet its renewable energy generation targets.
- DISTRICT ENERGY CONNECTION: Buildings designed to enable connection or actually connect to a district energy system (where one exists or is slated for development) will help the City of Toronto to reduce emissions from the buildings sector.
- AIR TIGHTNESS TESTING REQUIREMENTS: Requiring buildings to conduct whole building air tightness testing helps to improve the quality and airtightness of the building envelope, as well as the performance gap between building design and performance.
- BUILDING COMMISSIONING REQUIREMENTS: Fundamental commissioning and enhanced commissioning requirements help to ensure that buildings are constructed and operated properly, improving overall building energy performance.
- SUBMETERING: Submeters installed by floor/defined use or by appliance/tenant will help to give a clear picture of building energy use.

- BUILDING LABELING AND DISCLOSURE: Requirements for buildings to annually report their energy consumption aligns with Provincial requirements, while naming the City of Toronto ensures the City can track and help to improve buildings' energy performance over time." (page 7-8)

**RECOMMENDATION:**

It is recommended:

THAT Council receive the report of Tracey Atkinson for information only, and that further consideration of energy efficiency policies be examined through the next Official Plan update.

Respectfully submitted,

*Tracey Atkinson*

Tracey Atkinson, BES MCIP RPP, Dipl M.M.  
Planner

**From:** [Susan Fradley-Davis](#)  
**To:** [Tracey Atkinson](#)  
**Subject:** Request to Rescind By-law  
**Date:** March 27, 2021 11:48:24 AM

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Good day Tracey.

Due to the increase in building costs over the past year we are, unfortunately, unable to proceed with our plans to build a second dwelling.

Would you kindly rescind the by-law allowing us to build and once Council has done so, please return our security deposit?

We appreciate your time and apologize for any convenience.

Best regards,  
Susan Fradley-Davis  
(519) 939-6486



**NORTH DUFFERIN COMMUNITY CENTRE  
BOARD OF MANAGEMENT  
MINUTES  
WEDNESDAY, FEBRUARY 11, 2021 – 7:00 P.M.  
ELECTRONIC MEETING - ZOOM**



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 11<sup>th</sup> day of February, 2021 at 7:00 p.m., as an electronic meeting through ZOOM.

**Those present:**

Chester Tupling, Chair, Mulmur  
Dave Besley, Deputy Mayor, Melancthon  
Patricia Clark, Councillor, Mulmur  
Debbie Fawcett, Melancthon  
Emma Holmes, Melancthon  
Keith Lowry, Mulmur  
Nancy Noble, Mulmur (joined at 7:55 p.m.)  
Clayton Rowbotham, Melancthon  
James Woods, Arena Manager  
Donna Funston, NDCC Secretary, Melancthon  
Heather Boston, Treasurer, Mulmur

**Regrets:**

**#1 Call to Order by Chair**

Donna called the meeting to order at 7:07 p.m. and asked for nominations for the Chair position for 2021.

**#3 Election of Chair conducted by Secretary**

-Moved by Lowry, Seconded by Fawcett that Chester Tupling be the Chair for 2021. Carried.

**#4 Election of Vice Chair conducted by Chair**

-Moved by Besley, Seconded by Fawcett that Clay Rowbotham be the Vice Chair for 2021. Carried.

## **#5 Additions/Deletions/Approval of Agenda**

-Moved by Lowry, Seconded by Clark that the Agenda be approved as amended.  
Carried.

Addition: Mulmur motion from public question period at Mulmur Council meeting Feb 3, 2021.

## **#6 Declaration of Pecuniary Interest or Conflict of Interest**

None.

## **#7 Approval of Draft Minutes**

-Moved by Besley, Seconded by Rowbotham, that the minutes of the North Dufferin Community Centre Board of Management held on January 13, 2021 be approved as circulated. Carried.

## **#8 Business Arising from the Minutes**

1. Email from Heather Boston, Treasurer, Insurance inquiry

No questions were asked and no further clarification is required.

## **#9 Facility Manager's Report**

Discussion on the compressor on the rooftop that is leaking. It will need to be welded to be fixed and that should last 2-3 years. James will get an actual quote of the welding cost to fix. Discussion over repairing the condenser and compressors regarding cost and being a capital repair, these units would not be used in a new or renovated facility. Board wants to try to keep large scale spending at a minimal in hopes of building a new facility.

Discussion around the lawn mower and trimmer quotes, Board agreed with Managers choice.

-Moved by Lowry, Seconded by Besley that the Board of Management accepts the Managers recommendation for the lawn mower and trimmer and that the capital costs be added to the 2021 budget in the amount of \$10,800.00. Carried.

Board directs Heather to send free online training options to James. If any charges for the courses the Board needs to approve the costs before the course is taken.

Board directs James to take the Safe Ice Resurfacing Operators Training. This course is online at a cost of \$275.00. James CPR and First Aid expires in May or June 2021 and he will need to be updated when COVID allows. The certificate is good for three years.



## **#10 General Business**

1. Financial
    1. Accounts Payable
    2. A/R update
    3. YTD vs. Budget comparison
    4. Draft 2021 Budget
  2. Beef BBQ and Fundraising Events for 2021
  3. Joint Council Meeting – Mulmur and Melancthon – Service Delivery Review & Efficiency Study Update
  4. COVID-19; Lockdown plan for 2021
  5. NDCC Staff cutting grass for Honeywood Cemetery
  6. Other
  7. Unfinished Business
    1. Generator Switch for Mobile Generator
    2. Email from Tracey Atkinson regarding Funding Opportunities for Municipalities
- #1.1 -Moved by Clark, Seconded by Rowbotham that the accounts in the amount of \$17,424.90 be received as presented. Carried.
- #1.2 Discussion on the A/R balances in 60-90 days. James is directed to contact any overdue amount and collect the outstanding balance. Mulmur staff sends arrears notices after 30 days and makes collection calls when amounts are not received.
- #1.3 The year has not been closed yet so the numbers are inaccurate.
- #1.4 Heather will have a draft budget prepared for the next meeting.
- #2 Beef BBQ is a big fundraiser and will require many volunteers to make it work this year. Discussion on pre-selling tickets and booking pickup times and possibly having tables outside to eat. More discussion next month and hoping to be back in the red zone to allow people inside the Arena.
- #3 The Joint Council Meeting is February 17, will have an update at the March meeting.
- #4 Announcement will be made Feb 15 letting us know if we are moving out of lockdown. HMHA is 100% ready to come back, if we move back to the red zone they will be ready to play. Had inquiries from other areas to rent the ice as most places have removed their ice due to COVID.  
If the announcements leaves our area in lockdown the ice will be removed and the Arena closed for the season.

-Moved by Noble, Seconded by Besley that the Board of Management will take the ice out if the announcement made next week leaves our area in the Grey Zone. If we move back to any other colour the ice will remain in. Cost of keeping the ice in has been reduced as a result of the cold weather. Recreational opportunities are our main concern for our youth. Taking risk for the youth of our community and protecting recreation is our focus. Carried.

Addition: Mulmur motion from public question period at Mulmur Council meeting Feb 3, 2021.

The Board appreciates the support of Mulmur Council when answering the public questions.

- #5 Discussion on James cutting the grass at the Cemetery. If NDCC were to purchase a mower and trimmer James could cut the grass and bill the Cemetery, this would be helping the Cemetery and NDCC would be getting more revenue. Chair Tupling will speak with the Treasurer/Secretary of the Cemetery Board to see if they would be interested.
- #7.1 James will get a quote for a generator switch at the front of the building to run heat and lights. Heather notes a generator is not necessary for the Arena to be an emergency shelter. One at the back was necessary to keep water available. It was also noted that when the quote comes in, it should be brought to Kyle Seebach and Sylvia Jones' attention for possible climate emergency funding to run the wire for the hookup.
- #7.2 Heather has spoke with the consultant and they will tell her when a grant becomes available that would work for the Arena. Heather has staff look into any that look like we could apply for. Board requests only forward ones that apply to the Arena.

## **#11 Information**

## **#12 Notice of Motion**

-None

James Woods and Heather Boston leave the meeting as we go into closed session.

## **#13 Closed Session**

1. Approval of Draft Minutes – November 10, 202
2. Section 239 (2)(b) of the Municipal Act, 2001 as amended, - Personal matters about an identifiable individual, including municipal or local board employees  
- Memorandum of Understanding of Roles for the NDCC Staff

-Moved by Besley, Seconded by Lowry the NDCC Board of Management move into Closed Session Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended, at 8:25 p.m. for the following reasons:

Personal matter about an identifiable individual, including municipal or local board employees – Personnel Issues Regarding COVID-19 Lockdown. Carried.

-Moved by Rowbotham, Seconded by Clark, that the North Dufferin Community Centre Board of Management rise from closed session at 9:00 p.m. with report. Report being directives given to staff in the meeting. Carried.

-Moved by Rowbotham, Seconded by Noble, that the Board of Management approves reimbursement of personal expenses incurred as result of work being done for activities of the NDCC. Reimbursement upon invoiced as approved by the Chair of the Board. Further to this, the board approves a retro back to the beginning on the full time contract an amount of \$50 per month for phone expense.

#### **#14 Confirmation Motion**

-Moved by Clark, Seconded by Lowry that all actions of the Members and Officers of the North Dufferin Community Centre Board of Management with respect to every matter addressed and or adopted by the Board on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

#### **#15 Adjournment**

-Moved by Rowbotham, Seconded by Besley, we adjourn the North Dufferin Community Centre Board of Management meeting at 9:05 p.m. to meet again on Wednesday March 10, 2021 at 7:00 p.m. or at the call of the Chair. Carried.

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**CHAIR**

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**SECRETARY**



**NORTH DUFFERIN COMMUNITY CENTRE  
BOARD OF MANAGEMENT  
MINUTES  
WEDNESDAY, MARCH 10, 2021 – 7:00 P.M.  
ELECTRONIC MEETING - ZOOM**



The North Dufferin Community Centre Board of Management known as "The Board" held its meeting on the 10<sup>th</sup> day of March, 2021 at 7:00 p.m., as an electronic meeting through ZOOM.

**Those present:**

Chester Tupling, Chair, Mulmur  
Dave Besley, Deputy Mayor, Melancthon  
Patricia Clark, Councillor, Mulmur  
Debbie Fawcett, Melancthon  
Emma Holmes, Melancthon  
Keith Lowry, Mulmur  
Nancy Noble, Mulmur  
Clayton Rowbotham, Melancthon  
James Woods, Arena Manager  
Donna Funston, NDCC Secretary, Melancthon  
Heather Boston, Treasurer, Mulmur

**Regrets:**

**#1 Call to Order by Chair**

Chair Tupling called the meeting to order at 7:05 p.m.

**#2 Additions/Deletions/Approval of Agenda**

-Moved by Noble, Seconded by Clark that the Agenda be approved as amended.  
Carried.

Chair Tupling moves Delegation to #6 as Darcy joined at the beginning of the meeting.

**Recorded Vote**

	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	

Member Keith Lowry	X
Member Nancy Noble	X

### **#3 Declaration of Pecuniary Interest or Conflict of Interest**

None.

### **#4 Approval of Draft Minutes**

-Moved by Lowry, Seconded by Rowbotham, that the minutes of the North Dufferin Community Centre Board of Management held on February 11, 2021 be approved as circulated. Carried.

<b>Recorded Vote</b>	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	
Member Keith Lowry	X	
Member Nancy Noble	X	

### **#5 Business Arising from the Minutes**

None.

### **#7 Delegation**

7:30 p.m. – Darcy Delaney, Mulmur Hills Recreation and Wellness Centre – venue to host 2021 summer day camps for 9 weeks.

Darcy Delaney, Mulmur Hills Recreation and Wellness Centre Ltd. did a power point presentation outlining a summer day camp proposal. The presentation is attached to these minutes. Darcy has identified a need for families in the community for a summer day camp program, he explained the day camp and daily activities of his program. Darcy is also hoping to run a spring break (April 12-16) day camp which would include renting the ice surface minimum 1 hour per day for the week. James noted that the upstairs kitchen is heating only due to the current ventilation system, request to bring BBQs to prepare the lunch was made. Darcy is fully aware of COVID-19 rules and regulations and all will be followed.

Board was excited with this opportunity and felt the presentation was very well done. This will be a great start to using the Arena all year round not just being used as a hockey facility. With this summer camp program running for 9 weeks the days would

be fully rented and the Board would like to have an event 1 or 2 nights during the week.

Board directed James, Heather and Donna to work together on a contract for the summer camp program and the spring break camp. Proof of insurance would need to be attached to the contract. Details of storage of equipment, washroom cleaning times and BBQ being brought in could be worked out between Darcy and James.

-Moved by Lowry, Seconded by Besley that the BoM will authorize Darcy Delaney to use the Facility as presented on his Power Point Presentation at the March 10, 2021 Meeting with the NDCC Board.

Further; the Board accepts in principal and directs staff to engage in detailed negotiations to complete the contract with Darcy Delaney, Mulmur Hills Recreation and Wellness Centre. Carried.

**Recorded Vote**

	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	
Member Keith Lowry	X	
Member Nancy Noble	X	

**#6 Facility Manager's Report**

Chair Tupling relays a message that the mower the Board has included in the 2021 budget is out of stock but has been ordered on March 10, 2021. If the mower is not available when the Arena Manager needs it Premier will make sure one is available for use until the ordered one arrives.

-Moved by Lowry, Seconded by Noble that the NDCC Board of Management supports and approves arrangements made by the Chair in purchasing and subsequent events if purchase is delayed of the John Deere mower and trimmer from Premier Equipment. Carried.

**Recorded Vote**

	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	

Member Keith Lowry	X
Member Nancy Noble	X

It was reported that some appreciative emails have been received from the community in regards to keeping the ice in during the lockdown. This is a benefit to the kids/youth of our community and the parents are thankful the kids were able to be back on the ice. Discussion around how long to keep the ice in, Honeywood Minor Hockey has a meeting March 12, 2021 and the hope is to leave the ice in until end of April. Currently minor hockey uses 18 hours per week however, this may decrease slightly for the month of April. Private rentals have been inquiring about renting the ice for March and possibly April. James reports the rooftop condenser is sealed and will be able to finish the season out.

-Moved by Besley, Seconded by Rowbotham that the ice be left in until April 30, 2021 or at the discretion of the Board of Management.  
Further; ensure this be advertised on the Townships websites, told to coaches and previous users to be communicated as broadly as possible to increase rental bookings.  
Carried.

<b>Recorded Vote</b>	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	
Member Keith Lowry	X	
Member Nancy Noble	X	

## **#8 General Business**

1. Financial
  1. Accounts Payable

-Moved by Clark, Seconded by Fawcett the accounts in the amount of \$14,648.76 be received as presented. Carried.

<b>Recorded Vote</b>	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	
Member Keith Lowry	X	

Member Nancy Noble X

2. A/R update

Discussion on outstanding balances, James and Dylan were directed to make calls to collect these balances.

3. YTD vs. Budget comparison

4. Draft #1 Budget 2021

James reports the brine pump will need to be replaced in 2021 but he has no idea of cost. James will get estimates and send them to Heather for the 2021 budget.

-Moved by Lowry, Seconded by Clark that the draft #1 budget 2021 presented by the Treasurer be approved as presented. Carried.

**Recorded Vote**

	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	
Member Keith Lowry	X	
Member Nancy Noble	X	

-Moved by Clark, Seconded by Noble that the NDCC Board of Management has a surplus from 2020 and that amount to be used in full to decrease the 2021 Township levies. Carried.

**Recorded Vote**

	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	
Member Keith Lowry	X	
Member Nancy Noble	X	

5. Report from Heather Boston, Treasurer, regarding Non-Resident Charges

-Moved by Fawcett, Seconded by Clark that the Board receive the report of Heather Boston, Rental Fees;



AND THAT the Board approve the removal of the non-resident charges of \$36 or 10% of the total bill;

AND FURTHER THAT the Board approve a 2% increase in the ice and room rentals per the attached Schedule of Fees effective September 1, 2021. Carried.

<b>Recorded Vote</b>	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	
Member Keith Lowry	X	
Member Nancy Noble	X	

2. Beef BBQ and Fundraising Events for 2021

Chair Tupling will bring update and a plan to the next meeting.

3. Joint Council Meeting – Mulmur and Melancthon – Service Delivery Review & Efficiency Study Update

Mulmur and Melancthon have set up a Joint Sub-committee to review the County of Dufferin Service Delivery Review regarding the North Dufferin Community Centre Agreements and Governance Structure. Mulmur members are Mayor Horner, Deputy Mayor Hawkins and CAO Tracey Atkinson. Melancthon will be CAO Denise Holmes, and two members of Council that will be decided at the Council meeting on March 18, 2021.

Chair Tupling noted he would like to have seen Member Besley and Member Clark on this Sub-committee, he is disappointed that the Board is not fully represented by both Members on this joint committee.

4. NDCC Staff cutting grass for Honeywood Cemetery Update – Chair was to speak with Treasurer of Cemetery Board

Chair Tupling spoke with the Treasurer and they were in favour of staff cutting their grass. This will allow some revenue for the NDCC and will reduce the grass cutting expense for the Cemetery.

Board directs Heather to do a contract between the Cemetery Board and NDCC for the grass cutting season. Heather to bring this contract back to the Board for approval.

5. Other

6. Unfinished Business

1. Generator Switch for Mobile Generator at front of Arena

James is still waiting to receive a quote.

**#9 Information**

1. Email from Jon Hack regarding Honco Buildings, Sports Complexes
2. Updated Sierra Report for NDCC to more accurately reflect the property line provided in the GIS data.

-Moved by Clark, Seconded by Rowbotham that items 9.1 and 9.2 be received as information. Carried

**Recorded Vote**

	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	
Member Keith Lowry	X	
Member Nancy Noble	X	

**#10 Notice of Motion**

-None

**#11 Confirmation Motion**

-Moved by Clark, Seconded by Rowbotham that all actions of the Members and Officers of the North Dufferin Community Centre Board of Management with respect to every matter addressed and or adopted by the Board on the above date are hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

**Recorded Vote**

	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	
Member Keith Lowry	X	

Member Nancy Noble

X

## **#12 Adjournment**

-Moved by Clark, Seconded by Besley, we adjourn the North Dufferin Community Centre Board of Management meeting at 8:50 p.m. to meet again on Wednesday April 14, 2021 at 7:00 p.m. or at the call of the Chair. Carried.

### **Recorded Vote**

	<u>Yea</u>	<u>Nay</u>
Chair Chester Tupling	X	
Vice Chair Clayton Rowbotham	X	
Member Dave Besley	X	
Member Patricia Clark	X	
Member Debbie Fawcett	X	
Member Emma Holmes	X	
Member Keith Lowry	X	
Member Nancy Noble	X	

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**CHAIR**

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**SECRETARY**

# North Dufferin Community Centre Summer Day Camp Proposal

By Darcy Delaney

Mulmur Hills Recreation and Wellness Centre Ltd.

# Breakdown of Fee Schedule

Hall Rental Proposal			
Hall per day	\$ 331.00	8 hours	This is the advertised rate for 6 hours, we would like to have it for 8 hours per day and we will do all of the cleaning and sanitizing.
Floor rental	\$ 114.00	3 Hours	This is the advertised rate for 2 hours, we would like to have access for 3 hours per day or longer, especially in the event of inclement weather.
Daily Total	\$ 445.00		Hall, Floor and HST
Weekly Total	\$ 2,225.00		Weeks of June 21 (Staff Training) , July 5, July 12, July 19, July 26, Aug. 9, Aug. 16, Aug. 23
Summer Total	\$ 20,025.00		Paid in 4 installments; June 1, July 1, August 1, September 1

# Use of NDCC Facilities

- Exclusive use of NDCC Hall 8am -4:00pm daily (Keyholder Agreement?)
- Exclusive use of the floor for agreed upon times daily for: games, floor hockey, basketball, skate boarding, missing persons procedures. Use of our own equipment which is to be removed from the floor daily.
- Section off part of parking lot with cones during drop off 8:00-9:00am and pick up 4:00-4:30pm.
- Use of the outdoor field, baseball diamond and play structure when other members of the public are not using them. Use our own soccer goals and sports equipment on the field.

# Community Partnership

- Full weekly rate of camp will be between \$240 - \$265 depending on COVID, final insurance quote, etc.
- We will offer a subsidy program (up to 40% off per week) to residents of Mulmur/ Melanchton who require financial assistance.
- Possible add-on fees for excursions to Dufferin Forest, Pools, etc.

## Other Program Ideas

- Spring Break Camp April 12-16
- Daily or weekly field trips: Biking in Dufferin Forest, Swimming in Shelburne or Orangeville
- Music, Drama, Wood Working, Gardening?



# Questions or Comments

- Darcy Delaney
- [darcydelaneyconsulting@gmail.com](mailto:darcydelaneyconsulting@gmail.com)
- [www.darcydelaneyconsulting.com](http://www.darcydelaneyconsulting.com)
- <https://www.mhrawc.com/spring-break-camp> - Demo Site for MHRaWC



## **MINUTES**

### **ECONOMIC DEVELOPMENT COMMITTEE MEETING (EDC)**

Thursday, March 18, 2021

5:00 pm

Township Video-Conference

Present:

Angela McMonagle – Chair  
Ruben Rindinella- Vice-Chair  
Janet Horner- Mayor  
Jeanette McFarlane  
Julie Pollock  
Diana Morris  
Tracey Atkinson – CAO  
Alexis Phillips – Secretary

**1. Call to Order** – The Chair called the meeting to order at 5:03 pm.

**2. Approval of Past Minutes**

**Moved by: Horner and Seconded by: Rindinella**

THAT the Minutes dated January 21, 2020 be approved.

The vote was recorded in accordance with the Township's procedural by-law provisions for electronic meetings:

Horner	Yes
McMonagle	Yes
Morris	Yes
Pollock	Yes
Rindinella	Yes

**CARRIED**

**3. Declaration of Pecuniary Interest**

None declared.

**4. Delegations**

4.1 Superburger Flag- James Nicolaou

Mr. Nicolaou was not present for the meeting. Discussion ensued regarding the sign. Funding could be considered through a grant application. Staff will forward the grant application and guidelines to Mr. Nicolaou.

## **5. Current Business**

### **5.1 Future Grant Projects**

The Committee discussed the following project ideas: home and garden show, event pavilion at the Municipal office, exercise path around Municipal property, hamlet/community Centre refresh.

Julie Pollock will work on creating a plan for the Home and Garden show, and will report back to the Committee at a future meeting.

Committee reviewed the strategic plan actions and implementation items, including the combination of Events Committee and EDC. Discussions ensued regarding the RED Project list and opportunities for economic development with the assistance of RED grants.

Garden/marketing series (bees, gardens, master gardeners, virtual or live tours, videos)

Discussion ensued regarding coordinating Rec master plan pavilion and ice pad with RED grant EDC project.

The Committee discussed “it’s better in Mulmur” logo (designed by Ken Hall).

Jeanette McFarlane and Alexis Phillips provided an update to the newsletter distribution numbers and business themes.

### **5.2 Cycling Project**

Chair McMonagle updated the Committee on Dufferin leadership of the cycling project and how a bike rack or repair station had been discussed.

Mayor Horner mentioned spending funds on cycling projects at various locations throughout the Township, and she will work on the locations with Tracey Atkinson. McMonagle will look at pricing and EDC benefits to adding a historic relevance. McMonagle will provide a summary for Council to consider.

Tracey Atkinson spoke on the funding notices and confirmed that there are funds remaining.

## **6. Information Items**

### **6.1 Business Issues Survey**

Dianna Morris provided a summary and noted that this is the third year for the survey. Morris highlighted the changes year-over-year and covid implications.

### **6.2 Rural Economic Development Program – Ontario Announcement**

### **6.3 Share the Road Discussion**

### **6.4 Rural Economic Development Project List**

6.5 Dufferin County Virtual EDC (Verbal Update)

Mayor Horner provided a summary of the Bruce County Tourism presentation. New County Tourism officer will be taking on the cycling project. Emphasis was on managing resources, attractions and linking tourism to economic development.

**7. Items for Future Meetings/Meeting Date & Time**

- 7.1 Strategic plan implementation and EDC Mandate
- 7.2 Garden Master Series plan
- 7.3 Proposed funding for Cycling Project Update

**8. Unfinished Business**

**9. Adjournment**

**Moved by: Dianna Morris and Seconded by: Julie Pollock**

THAT the meeting adjourns at 6:38pm and meet again on May 20<sup>th</sup>, July 15<sup>th</sup>, September 16<sup>th</sup>, and November 18<sup>th</sup> at 5pm.

The vote was recorded in accordance with the Township's procedural by-law provisions for electronic meetings:

Horner	Yes
McFarlane	Yes
McMonagle	Yes
Morris	Yes
Pollock	Yes

**CARRIED**

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**Chair**

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**Secretary**

*Minutes for Shelburne Public Library Board Meeting  
Tuesday, February 16, 2021*

**Present:** Geoff Dunlop      Margaret Mercer      Paul Barclay  
Mikal Archer      James Hodder      Gail Little  
Patricia Clark      Sharon Martin

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

**Regrets:** Shane Hall

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The participants met on-line through the Zoom platform due to the COVID-19 Pandemic.

The Chair, Geoff Dunlop, called the meeting to order at 7:00 P.M. and stated some guidelines for the meeting.

- a) Participants were to mute themselves when not speaking. Rose/Geoff to stay unmuted to recognize members.
- b) Participants were to raise their hands to ask questions or comment and wait to be recognized.
- c) Participants were to raise their hands to vote on motions.

**Motion 01-21      J. Hodder, P. Barclay**

In accordance with a previous motion approved by the SPL Board that members can participate in a virtual meeting;

Be it resolved that the Board now hold a virtual meeting for all board members not able to be physically present due to COVID-19 restrictions.

**Carried**

**Motion 02-21      M. Mercer, M. Archer**

Be it resolved that we approve the amended Agenda of the February 16, 2021, meeting.

**Carried**

**Motion 03-21      M. Archer, P. Barclay**

Be it resolved that we approve the minutes of the board meeting dated December 15, 2020.

**Carried**

**Motion 04-21      S. Martin, P. Clark**

Be it resolved that we approve the Accounts Payable Register for December, 2020, with invoices and payments in the amount of \$32,841.28.

Be it resolved that we approve the Accounts Payable Register for January, 2021, with invoices and payments in the amount of \$23,328.20.

**Carried**

## CEO/ Head Librarian's Report:

- **Statistics**

The statistics for active circulation are not available, as the Library has been closed since March 15, 2020. However, Rose presented a verbal report outlining Statistics relating to Curbside Pickup for January, 2021. We circulated approximately 2436 items, and additionally, approximately 1,265 more items through Overdrive and Libby (e-books and audio books).

- **Verbal/anecdotal Social Media Outreach**

Rose also presented anecdotal information about the Social Media Outreach for the library including statistics for E-Resource use which included the fact that Press Reader is very popular with over 288 issues opened. Although this is an expensive resource, we are finding it is well used.

Other statistics: Library News sent – 8789

Facebook - Total post engagement current month - 622

Instagram – 259 posts, Followers 380

Video watches (YouTube) - 231 Subscribers - 52

Ancestry.ca searches – 192 searches

Twitter – 269 followers

PebbleGo – 235

Storytime – 25-35 views

- **Programming**

- **Children's Programming**

Our children's programming continues with Story time and crafts on Friday morning. Families pick up a bag containing the craft materials for the month at curbside along with their books. In January, 2021, over 70 craft kits were distributed. We also post new Lego Challenges for children every Wednesday and encourage interaction through social media. On Thursday nights, we have Sleepy Story time and on Mondays, the Community Readers program is geared to children.

- **Teen Programming**

For the Teens, we have a weekly Make and Take Video and craft supplies to make the craft. The "Craft Supply" bags are also distributed monthly and include all the supplies needed to make the craft. Rose said to encourage everyone to watch these as the Crafts are fun and engaging.

- **Adult Programming**

Jade and Rose are featured in a Video clip every Tuesday. They outline some new aspect of the library resources and talk about two books they have read during the week. There is also a new adult reading Challenge on Beanstack for the winter months.

- **Community Readers**

Even though the Community Readers initiative is drawing a great response, due to the Lockdown that started on December 26, 2020, we had to suspend the program for the time being.

As seen in the statistics presented, we have an extensive email list (approximately 2000) of our adult Newsletter and Rose consistently has the Newspaper article in the Shelburne Free Press... thanks to their support.

## **Business**

- **Fines**

Rose brought the issue to the Board as to whether we should continue to charge fines for various materials. The discussion was deferred to the next meeting and Rose will bring more information as to what other libraries are implementing this.

- **Ceiling Light Fixtures**

Rose explained the problems we have been facing relating to replacement of the existing light fixtures in the library. We are fortunate to have found the commercial company who will retrofit the lights with LED at 1/3 the cost of replacement fixtures since the existing fixtures suit the ambience of the library.

**Motion 5-21 M. Mercer, G. Little**

Resolved that the SPL Board approves the budget to replace and install all lights in the library, not to exceed \$22,000.

**Carried**

- **Ongoing Library Protocols**

Discussion ensued again about the logistics of opening the library for in-library browsing. With the number of active cases rising, this does not seem to be the time to do that. However, we will wait and see what the Town of Shelburne will be doing and when the town office opens, that may be a strong consideration that we do so.

**Motion 6-21 S. Martin, G. Little**

Be it resolved that SPL continue to provide programming and support to its patrons to provide online service, programming, resources, support and communication, at the discretion of the CEO;

Be it further resolved that the SPL Board approve the recommendation to continue and maintain current staffing as modified by the CEO;

Be it further resolved that these recommendations be reviewed at the next scheduled Board meeting on March 16, 2021.

**Carried**

- **In Camera session -- Not required**

**Motion 7-21 S. Martin, P. Clark**

That we now adjourn at 7:55 p.m., to meet again March 16, 2021, at 7 pm., or at call of the Chair.

**Carried**



**MINUTES**  
**MULMUR-MELANCTHON FIRE BOARD**  
**Tuesday, March 23, 2021 at 7:00 p.m.**  
**ELECTRONIC**

**Present:** David Besley, Chair – Melancthon Township  
Ken Cufaro, Vice Chair – Mulmur Township  
Earl Hawkins – Mulmur Township  
Darren White – Melancthon Township  
Fire Chief Scott Davision  
Deputy Chief Matt Waterfield  
Heather Boston, Secretary/Treasurer  
Christine Hickey

**1. Call to Order**

The meeting was called the meeting to order at 7:02 p.m.

**2. Declaration of Pecuniary Interest**

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

No Declarations of Pecuniary interest were stated at this time.

**3. Approval of the Agenda**

**Moved by: Hawkins and Seconded by: Cufaro**

THAT the March 23, 2021 agenda for the Mulmur-Melancthon Fire Board be approved as circulated.

**CARRIED.**

**4. Approval of Previous Meeting's Minutes – January 19, 2021**

**Moved by: Cufaro and Seconded by: Hawkins**



THAT the Minutes of the Mulmur-Melancthon Fire Board dated January 19, 2021 be approved as copied and circulated.

**CARRIED**

## **5. Finance**

### **a) Accounts**

**Moved by: White and Seconded by: Hawkins**

THAT the operating accounts as presented in the amount of \$25,352.69 be approved.

AND THAT the capital accounts as presented in the amount of \$3,987.63 be approved.

**CARRIED**

### **b) Training Coordinator (Verbal – Chief Davison)**

Discussion ensued on the Training Coordinator, confirmation was provided that the funds have always been included but the role was previously shared. Instead of sharing the duties the role would be managed by one person.

**Moved by: Cufaro and Seconded by: White**

THAT the Board approve the addition of a Training Coordinator position at a cost of \$1,500 annually.

**CARRIED**

### **c) Joint Purchase of Hose Testing Machine (Verbal – Chief Davison)**

**Moved by: Hawkins and Seconded by: White**

THAT the Fire Board approve the joint purchase of a hose testing machine with the Dundalk Fire Department at an approximate cost of \$2,000.

**CARRIED**

### **d) Fire Safety Grant Memo**

Discussion ensued on sharing the small training facility and pooling funding received with other neighbouring fire departments. The Fire Chief confirmed that this is being looked into with other departments and with the Ministry to determine if funding can be shared.

**Moved by: Hawkins and Seconded by: Cufaro**

THAT the board receive the memorandum dated March 11, 2021 from the ministry of the Solicitor general regarding the Fire Safety Grant Announcement;

AND THAT the boards supports submitting an application as stated in the memorandum, for the \$5,400 the Mulmur Melancthon Fire Department is eligible to receive;

AND THAT the grant funds be used for the creation of a small training facility that offers the ability to carry out NFPA training for search/rescue/roof operations and many others.

**CARRIED**

**e) 2021 Draft Budget**

**Moved by: Cufaro and Seconded by: Hawkins**

THAT the Board approve the 2021 Draft Budget as presented and forward onto respective Councils for consideration.

**CARRIED**

**6. Old/New Business**

**a) Year End Fire Chief's Report**

**Moved by: Hawkins and Seconded by: Cufaro**

THAT the Fire Board receive the 2020 Fire Chief's Year-End Report.

**CARRIED**

**b) Policy Review**

- (i) Hiring Policy
- (ii) Procurement Policy
- (iii) Progressive Discipline Policy
- (iv) Procedural Policy

Discussion ensued on the Procedural By-law, the board is in agreeance with following the Township of Mulmur's procedural by-law for consistency. Clarification was provided on the recorded votes and electronic participation process.

**Moved by: White and Seconded by: Hawkins**

THAT the Board approve the Hiring, Procurement and Progressive Discipline policies as presented;

AND THAT the Board rescind the Procedural Policy and follow the Township of Mulmur's Procedural By-law moving forward.

**CARRIED**

## **7. Correspondence**

### **a) Closing of Fire College in Gravenhurst**

Re: Township of Melancthon – Resolution dated February 22, 2021

Township of Mulmur – Resolution dated March 3, 2021.

**Moved by: Cufaro and Seconded by: Hawkins**

THAT the Fire Board receive the resolutions from Melancthon and Mulmur Township Councils.

**CARRIED**

## **8. Adjournment**

**Moved by: White and Seconded by: Cufaro**

THAT we do now adjourn at 7:48 p.m. to meet again on May 18, 2021 at 7:00 p.m. or at the call of the Chair.

**CARRIED**

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**Chair**

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**Secretary**



## **JOINT RECREATION SUBCOMMITTEE AGENDA MARCH 24, 2021 1:00PM**

Present:       Darren White, Mayor of Melancthon  
                  David Besley, Deputy Mayor of Melancthon  
                  Janet Horner, Mayor of Mulmur  
                  Earl Hawkins, Deputy Mayor of Mulmur  
                  Denise Holmes, CAO of Melancthon  
                  Tracey Atkinson, CAO of Mulmur

### **1.0     Call to Order**

The meeting was called to order by Mayor Darren White at 1:00 pm. The meeting was hosted using an electronic zoom platform. Two members of the public were in attendance at the meeting.

### **2.0     Appointment of Chair and Vice-Chair**

**Moved by: Horner and Seconded by: Besley**

THAT Mayor Darren White be appointed as Chair and the next meeting to be chaired by the Mayor of Mulmur on a rotating basis for the Joint Recreational Sub-committee.

**CARRIED**

### **3.0     Mandate**

The mandate was discussed and confirmed as identified through the joint meeting, being to review the governance of the North Dufferin Community Centre (NDCC), review the NDCC efficiency study and make a recommendation for the NDCC facility.

### **4.0     County Service Delivery Review Recreation Recommendations**

Gaps were discussed, especially the current lack of regional approach and the current board structure.

### **5.0     North Dufferin Community Centre Agreement By-law**

**The Governance structure was deferred to the next joint meeting**, pending direction regarding a Recreational Director. Discussion ensued regarding the board versus advisory structure. There was recognition and appreciation of the existing board members and support for continued community involvement through an advisory structure.

## **6.0 NDCC Efficiency Study Recommendations**

The Subcommittee agreed that the municipalities jointly desire to provide an arena facility in Honeywood, on a move forward basis.

## **7.0 Mulmur Recreational Master Plan Recommendations**

The Subcommittee discussed the recommendation from the Mulmur Recreational Master Plan (#5) to have a joint Recreational Director. This Director could help coordinate events at the Horning Mills hall and other facilities within Mulmur and Melancthon. The Subcommittee also discussed summer camp opportunities. The Subcommittee was supportive of a joint Recreational Director, with the responsibilities and other jobs within the arena to be further determined. Approval from each Council would be required.

### **Moved by Horner and Seconded by Besley**

THAT the joint subcommittee recommend to Mulmur and Melancthon Councils that a joint Recreation Director for both Mulmur and Melancthon to advance recreational opportunities in both municipalities be considered.

**CARRIED**

## **8.0 Funding NDCC Project**

Development Charge Accounts, Grants (likelihood, percentages, shovel-ready), Debentures & Loans, Feasibility Study (analysis of tax rate implications of each option), Historic Operating Costs (5 year average)

Direction was given to NDCC Treasurer to create a financial worksheet that would allow the committee to plug in different variables, such as interest rates, amortizations, D.C. contributions, grants, into options A, B and C from the NDCC Recreational efficiency study and output tax implications.

## **9.0 Other Recreational Community Groups/Committees**

The benefits of a Recreational Director was discussed as it relates to programming at various facilities within the two municipalities.

## **10.0 Meeting Adjournment**

### **Moved by: Besley and Seconded by: Hawkins**

THAT Council adjourns the meeting at 2:08 to meet again at 1:00 pm on April 14, 2021 or at the call of the Chair.

**CARRIED**



**MINUTES**  
**COMMUNITY COMMUNICATIONS ADVISORY COMMITTEE**  
**Monday, March 8, 2021 at 7:00 p.m.**  
**ELECTRONIC**

Members Present: Councillor Shirley Boxem, Karen Scully, Emily Sedgwick, Christine Hickey, Recording Secretary, Alexis Phillips

Regrets: Ruth Armstrong, Taria van Weesenbeek

**1. Call to Order**

The meeting was called to order at approximately 7:05 pm.

**2. Declaration of Pecuniary Interest - None**

**3. Approval of the Agenda**

**Moved by: Shirley Boxem and Seconded by: Emily Sedgwick**

THAT the March 8, 2021 agenda for the Community Communications Advisory Committee be approved as circulated.

**CARRIED**

**4. Approval of Previous Meeting's Minutes**

**Moved by: Emily Sedgwick and Seconded by: Shirley Boxem**

THAT the February 1, 2021 minutes of the Community Communications Advisory Committee be approved as circulated.

**CARRIED**

**5. Website Changes and Updates**

**Re: Website Changes Report**

Staff member, Alexis Phillips provided an overview of the Website Changes Report. A brief discussion ensued on the website; the committee thanked Alexis for the work completed.

**Moved by: Emily Sedgwick and Seconded by: Shirley Boxem**

THAT the report regarding the website changes and updates was received and discussed.

**CARRIED**

## **6. Communications Update**

### **a) Distribution List (Verbal)**

Staff confirmed that they will continue to provide an update on the distribution list numbers. Discussion ensued on understanding why individuals unsubscribe. Staff to confirm if this is information that can be further investigated.

### **b) Communications Plan- Process and Implementation Calendar and Strategy Communications Plan- Working Document (Status Update)**

Staff confirmed that the Calendar and communications plan are being worked on. Additional details on the implementation to be further discussed at another meeting.

**Moved by: Shirley Boxem and Seconded by: Emily Sedgwick**

THAT the Communication updates were discussed;

AND THAT the following action items be implemented: applicable content be shared on social media

**CARRIED**

## **7. Monthly Theme Ideas**

### **Monthly Theme Ideas – May and June**

Discussion ensued on themes and items to include in the May and June monthly newsletters.

May- Mother's Day, Long Weekend, flowers, cottages/seasonal residences, gardening needs, activities to do for kids, gardening tips, roads update/ restrictions lifted May 15

June- Getting outside, outdoor recreation, Father's Day, hiking/ Bruce trail (new badge for youth program), staying off private land, motorcycle safety/ message from OPP on road safety, end of school, recreation opportunities

**Moved by: Shirley Boxem and Seconded by: Emily Sedgwick**

THAT Monthly Theme suggestions for the May and June newsletter were discussed and provided to staff;

**CARRIED**

**8. Subscription Form- Landing Page (Verbal)**

**Moved by: Emily Sedgwick and Seconded by: Shirley Boxem**

THAT feedback for a landing page to the subscription form was discussed;

AND THAT Staff look into the possibility to include a landing page under the subscription form.

**CARRIED**

**9. Items for Future Meetings**

**Moved by: Karen Scully and Seconded by: Shirley Boxem**

Recommendation: THAT staff prepare a plan to promote subscriptions to the e-newsletter.

**CARRIED**

**10. Adjournment**

**Moved by: Shirley Boxem and Seconded by: Emily Sedgwick**

THAT we do now adjourn at 8:15 p.m. to meet again on May 10<sup>th</sup> at 7:00 p.m. or at the call of the Chair.

**CARRIED**

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**Chair**

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**Secretary**





## OPERATING FINANCIAL UPDATE 2021 (JAN - MAR)

	2021 YTD Actual	2021 YTD Budget	Variance
<b>REVENUES</b>			
TAXATION	1,088,201	1,037,579	50,622
SUPPLEMENTARY TAXES (NET OF WRITE-OFFS)	(14,792)	(5,000)	(9,792)
OPERATING (EXCLUDING WATER)	80,695	77,086	3,609
PAYMENTS IN LIEU OF TAXES	-	18,150	(18,150)
GRANTS <sup>1</sup>	145,775	72,080	73,695
TRANSFER FROM RESERVES	-	18,215	(18,215)
TRANSFER FROM TAX RATE STABILIZATION	-	25,000	(25,000)
<b>TOTAL REVENUES TO GENERAL LEVY</b>	<b>1,299,879</b>	<b>1,243,110</b>	<b>56,768</b>
<b>EXPENDITURES</b>			
OPERATING (EXCLUDING WATER)	762,493	999,841	(237,348)
TRANSFER TO RESERVES	911	240,631	(239,720)
<b>TOTAL EXPENDITURES FROM GENERAL LEVY</b>	<b>763,404</b>	<b>1,243,110</b>	<b>(479,706)</b>
<b>NET SURPLUS</b>	<b>536,474</b>	<b>0</b>	

**NOTES:**

*1 Grants received to date: FCM Energy \$62,500; COVID \$22,000; OMPF \$61,275*



## OPERATING FINANCIAL UPDATE 2021 (JAN - MAR)

	2021 YTD Actual	2021 YTD Budget	Variance
<b>GENERAL GOVERNMENT</b>			
<b><u>REVENUE</u></b>			
Penalties & Interest Revenue	(21,060)	(31,750)	10,690
User Fees & Service Charges	(6,736)	(9,016)	2,280
Administration Building Solar Panel Revenue <sup>1</sup>	(218)	(3,188)	2,970
	<b>(28,014)</b>	<b>(43,954)</b>	<b>15,940</b>
<b><u>EXPENSES</u></b>			
Council	21,720	23,428	(1,707)
Administration Overhead <sup>2</sup>	132,296	169,945	(37,649)
Professional and Consulting Fees	9,604	9,072	532
IT Services and Supplies	11,102	7,095	4,007
Insurance	12,791	8,750	4,041
Long Term Debt - Admin Bldg <sup>3</sup>	-	4,843	(4,843)
	<b>187,513</b>	<b>223,132</b>	<b>(35,619)</b>
<b><u>PROTECTIVE SERVICES</u></b>			
<b><u>REVENUE</u></b>			
Police Revenues	(3,410)	(8,429)	5,019
Protective Inspection & Control Revenue <sup>4</sup>	(11,202)	(3,025)	(8,177)
	<b>(14,612)</b>	<b>(11,454)</b>	<b>(3,158)</b>
<b><u>EXPENSES</u></b>			
Fire Services	118,306	120,769	(2,462)
Police Service Expenses	137,108	141,445	(4,337)
Conservation Authority Levy	11,074	11,073	0
Protective Inspection and Control Expenses	519	6,375	(5,856)
	<b>267,007</b>	<b>279,662</b>	<b>(12,655)</b>
<b><u>TRANSPORTATION SERVICES</u></b>			
<b><u>REVENUE</u></b>			
Public Works Fees & Service Charges	(1,084)	(1,125)	41
Aggregate Fees and Revenue <sup>5</sup>	-	(4,641)	4,641
Public Works Solar Panel Revenue <sup>1</sup>	(435)	(6,375)	5,940
	<b>(1,519)</b>	<b>(12,141)</b>	<b>10,622</b>
<b><u>EXPENSES</u></b>			
Public Works Administration	106,547	110,659	(4,111)
Public Works Operating Expenses <sup>6</sup>	2,717	194,809	(192,092)
Public Works Equipment Expenses	25,551	34,875	(9,324)
Bridge and Culvert Expenses <sup>6</sup>	74	2,500	(2,427)
Winter Control Expenses <sup>7</sup>	131,084	77,725	53,360
Street Lighting Operating Expenses	5,441	4,000	1,441
Aggregate Expenses <sup>6</sup>	158	5,400	(5,242)
Long Term Debt - Bridges <sup>3</sup>	-	11,156	(11,156)
	<b>271,572</b>	<b>441,123</b>	<b>(169,551)</b>



## OPERATING FINANCIAL UPDATE 2021 (JAN - MAR)

	2021 YTD Actual	2021 YTD Budget	Variance
<b>RECREATION AND CULTURAL SERVICES</b>			
<b><u>REVENUE</u></b>			
Parks & Facility User Fees and Charges	-	(988)	988
Cultural Services Revenue	-	-	-
	<b>-</b>	<b>(988)</b>	<b>988</b>
<b><u>EXPENSES</u></b>			
NDCC Operation Expenses	15,146	16,384	(1,237)
Parks & Facilities Administration	409	662	(254)
Parks & Facilities Operating Expenses	78	4,325	(4,247)
Library Levies <sup>8</sup>	18,848	10,945	7,903
Cultural Services Expense	-	750	(750)
	<b>34,481</b>	<b>33,066</b>	<b>1,415</b>
<b>HEALTH SERVICES</b>			
<b><u>EXPENSES</u></b>			
Cemetery Operating Expenses	-	4,525	(4,525)
	<b>-</b>	<b>4,525</b>	<b>(4,525)</b>
<b>PLANNING AND DEVELOPMENT SERVICES</b>			
<b><u>REVENUE</u></b>			
Planning Application Fees	(36,550)	(8,550)	(28,000)
	<b>(36,550)</b>	<b>(8,550)</b>	<b>(28,000)</b>
<b><u>EXPENSES</u></b>			
Planning and Zoning Expenses	1,919	8,457	(6,538)
Economic Development	-	9,875	(9,875)
	<b>1,919</b>	<b>18,332</b>	<b>(16,413)</b>
<b>TOTAL OPERATING</b>			
<b><u>REVENUES</u></b>	<b>(80,695)</b>	<b>(77,086)</b>	<b>(3,609)</b>
<b><u>EXPENSES</u></b>	<b>762,493</b>	<b>999,841</b>	<b>(237,348)</b>
<b><u>NET OPERATING DEFICIT</u></b>	<b>681,798</b>	<b>922,755</b>	

**NOTES:**

- 1 Solar payments a month behind and lower in winter months.
- 2 Administrative salaries are low with contract staffing.
- 3 Debenture payments due April and October.
- 4 Revenue is earned mainly at the beginning of the year.
- 5 Aggregate revenue earned in summer/fall months.
- 6 Expenses occur mostly during the summer and fall months.
- 7 Winter Control expenses occur Dec 1 - Mar 30 so most of the expenses have already occurred for the year.
- 8 Paid Shelburne Library for 50% of levy; other Library Board levies have not been billed to us yet.



**USER-PAY QUARTERLY FINANCIAL UPDATE**  
**2021 (JAN - MAR)**

	2021 YTD Actual	2021 YTD Budget	Variance
<b><u>WATER</u></b>			
<b><u>REVENUE</u></b>			
Utility User Fees and Service Charges <sup>1</sup>	(412)	(50,050)	49,638
Water Interest Revenue	(482)	(1,250)	768
	<b>(893)</b>	<b>(51,300)</b>	<b>50,407</b>
<b><u>EXPENSES</u></b>			
Water Administration	2,936	2,764	171
Water Operating Expenses <sup>2</sup>	17,563	32,262	(14,699)
	<b>20,499</b>	<b>35,027</b>	<b>(14,528)</b>
 <b><u>TRANSFER (TO)/FROM RESERVE FUNDS</u></b>	 <b>19,606</b>	 <b>(16,273)</b>	 35,879

**NOTES:**

- 1 Water operating bills are billed quarterly with first billing done in April.
- 2 Dufferin Water March billing not received yet.



## **STAFF REPORT**

**TO:** COUNCIL  
**FROM:** Mat Waterfield and Dustin Early  
**MEETING DATE:** April 7, 2021  
**SUBJECT:** By-Law enforcement

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### **PURPOSE:**

The purpose of this report is to provide an update to Council regarding the By-law enforcement efforts.

### **BACKGROUND:**

Background available in property specific summaries.

### **STRATEGIC PLAN ALIGNMENT:**

The following strategic plan policies are applicable:

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

### **FINANCIAL IMPACTS:**

By-law Enforcement Costs are part of annual budget.

### **ANALYSIS:**

Over the past 5 years, the combined enforcement process has successfully closed approximately 120 by-law enforcement matters.

The Township currently has 10 open files for properties located within the Niagara Escarpment, the majority of which are illegal second dwellings and cabins.

There are currently 9 open complaints, plus approximately 5 second dwellings at various levels of compliance.

The following site-specific update are provided based on materials provided by the Township's By-law Enforcement Officer, NEC, and Dufferin County:

**607061 River Road**: An illegal building was reported by a resident to the Township Office. As part of the NEC, this information was forwarded to the NEC for their enforcement. File is open with NEC.

**Part E 1/2 Lot 7 Con 8**: Order was sent on Sept 23/2020: Received an email who advised 2 trailers will be removed that week and the 3rd will be removed by end of November. Oct 26/2020 showed only 1 trailer remaining on the property and a new gate installed on the entrance. March 22/2021 All trailers removed from the property .

**837526 4<sup>th</sup> Line**: An illegal building was reported by a resident to the Township Office. Dufferin County went out to take a look. Still open with Dufferin County.

**2 Mountainview Rd**: An illegal building was reported by a resident to the Township Office. Dufferin County went out to investigate. Building permit process started with Dufferin County.

**798334 3<sup>rd</sup> Line E**: An illegal building was reported by a resident to the Township Office. As part of the NEC, this information was forwarded to the NEC for their enforcement. File is open with NEC.

**527440 5<sup>th</sup> Sideroad**: A resident reported that there was fill being imported at the property. By-law enforcement were notified. March 22/201 There appears to be a new accessory building built in the southwest portion of the property. DC Building services have been notified.

**16 McCutcheon Rd**: A resident reported that there was an active chicken coop that had roosters right on the property line. The Bylaw Officer investigated the property. The investigation resulted in a stop order being sent to the resident by registered mail. March 22/2021 Chickens and rooster have been removed, the coop itself remains with no activity.

**667302 20<sup>th</sup> Sideroad**: A resident reported that there are property standards violations at the subject property regarding debris and unused vehicles. Upon inspection the Homeowner had provided a verbal commitment to clean up property and vehicles. There will be a letter sent to the homeowner regarding the noted deficiencies at the property.

**757690 2<sup>nd</sup> Line**: A resident reported that there are property standards violations at the subject property regarding debris and unused vehicles. There will be a letter sent to the homeowner regarding the noted deficiencies at the property.

**RECOMMENDATION:**

It is recommended: THAT Council receive the report of Mat Waterfield and Dustin Early.

Respectfully submitted,

*Mat Waterfield*

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By-law Enforcement Officer

*Dustin Early*

---

Planning Coordinator

## 2020 Mulmur-Melancthon Year end report





Members of the Fire Board,

I am pleased to present the 2020 year-end report, 2020 saw many challenges including operating during the COVID-19 pandemic while handling a 6% increase in call volume over 2019.

The Mulmur-Melancthon Fire Fighters once again showed incredible dedication to their community and their department.

Emphases this year was put on training to core firefighting skills and Auto extrication as MVC's accounted for 29% of 2020 call volume, while new protocols changed our training process to allow proper physical distancing and maximum use of training time.

#### *Highlights of 2020*

Early in 2020 we took delivery of a new tanker truck designed to hold maximum amount of water for fire incidents with a wheelbase that allows access to our more rural services areas and will meet our needs for the next 20+ years.

We also took delivery of a 4x4 rescue truck designed for quick response during adverse weather and safer towing of our support unit and ARGO for off road rescues and fires.

With the disbandment of Orangeville police service, our fire dispatch services were taken over by Tillsonburg Fire Communications. This transition was seamless, and I look forward to the continued support and high level of service they provide our Fire Department.

#### *Looking ahead to 2021*

Training will again be the core of our Fire Department while we continue to operate during the COVID-19 pandemic. New challenges have been presented with the closure of the Ontario Fire College in Gravenhurst that many members attend and receive certification. Emphases will be put on delivering more training "in house" to meet current standards and to ensure our members continue to provide a high level of service to our residents and visitors.

Upon completion of our 2021 firefighter recruit class, our staffing will be at its strongest in department history at 27 members with 2 chief officers, 4 captains and 21 firefighters. I thank the Fire Board for recognizing the need to grow our department to meet current and future demands.

Thank you for your support once again,

Scott Davison  
Fire Chief  
Mulmur-Melancthon Fire Department

## **2020 INCIDENTS**

INCIDENT ID	TOWNSHIP	DATE	TYPE OF INCIDENT	START	FINISH	STAFF	APPARATUS
20-001	Melancthon	1/11/2020	Power lines down	21:44	22:18	15	Squad 44 Pumper 41
20-002	Mulmur	1/12/2020	CO alarm	4:13	6:28	9	Squad 44
20-003	Mulmur	1/13/2020	Power lines down	11:16	14:05	6	Squad 44
20-004	Melancthon	01/14/2020	Medical	7:42	8:06	6	Squad 44
20-005	Melancthon	01/18/2020	Medical	11:55	13:10	5	Squad 44
20-006	Mulmur	02/05/2020	Mutual Aid Shelburne	18:24	22:09	12	Pumper 41 Rescue 42 Tanker 43
20-007	Mulmur	02/07/2020	MVC	23:41	23:45	5	Cancelled
20-008	Mulmur	02/16/2020	Medical	12:30	13:00	10	Squad 44
20-009	Melancthon	02/20/2020	Mutual Aid Shelburne	15:35	21:15	10	Pumper 41 Tanker 43
20-010	Melancthon	02/21/2020	MVC	16:22	16:55	9	Squad 44 Pumper 41 Tanker 43
20-011	Mulmur	2/21/2020	Medical	23:42	0:15	4	Squad 44
20-012	Melancthon	02/22/2020	MVC	7:57	8:35	7	Squad 44 Pumper 41
20-013	Melancthon	02/26/2020	Medical	10:40	11:28	6	Squad 44
20-014	Mulmur	03/05/2020	Medical	13:23	13:33	4	Squad 44

20-015	Mulmur	03/09/2020	Medical	16:57	17:20	7	Squad 44 Rescue 42
20-016	Mulmur	03/13/2020	Fire Alarm	5:53	6:50	6	Squad 44
20-017	Mulmur	03/15/2020	Gas Leak	4:33	5:22	7	Squad 44
20-018	Mulmur	03/15/2020	Gas Leak	10:32	11:15	10	Squad 44
20-019	Mulmur	03/20/2020	Medical	11:47	12:25	5	Rescue 42
20-020	Mulmur	03/20/2020	Power lines down	21:16	22:42	8	Squad 44 Rescue 42
20-021	Mulmur	03/24/2020	CO alarm	4:46	5:45	8	Squad 44 Rescue 42
20-022	Mulmur	03/31/2020	Medical	17:58	18:45	11	Squad 44 Rescue 42
20-023	Melancthon	04/02/2020	Mutual aid Shelburne	18:12	19:42	10	Rescue 42 Argo 45
20-024	Mulmur	04/05/2020	Grass fire	15:29	16:28	18	Squad 44 Tanker 43 Pumper 41 Rescue 42 Argo 45
20-025	Mulmur	04/22/2020	Medical	14:00	14:45	8	Squad 44
20-026	Mulmur	04/25/2020	MVC	10:25	11:10	8	Squad 44 Pumper 41
20-027	Mulmur	05/05/2020	Chimney Fire	17:33	18:30	9	Squad 44 Tanker 43 Rescue 42
20-028	Mulmur	05/06/2020	Fire alarm	0:26	1:10	10	Squad 44 Tanker 43 Pumper 41 Rescue 42

20-029	Mulmur	05/12/2020	Illegal Burn	19:38	20:12	12	Squad 44 Tanker 43 Rescue 42
20-030	Melancthon	05/14/2020	Mutual aid Shelburne	3:35	8:30	13	Squad 44 Tanker 43 Rescue 42
20-031	Mulmur	05/23/2020	MVC	13:58	14:43	9	Squad 44 Rescue 42 Pumper 41
20-032	Melancthon	6/9/2020	Grass fire	12:59	14:43	9	Squad 44 Pumper 41 Rescue 42 Tanker 43 Argo 45
20-033	Mulmur	6/13/2020	MVC	8:03	9:00	10	Squad 44 Pumper 41
20-034	Mulmur	6/17/2020	MVC	5:07	6:37	12	Squad 44 Pumper 41 Rescue 42
20-035	Melancthon	6/20/2020	Medical	13:07	14:04	7	Squad 44
20-036	Melancthon	6/21/2020	MVC	15:59	16:50	11	Squad 44
20-037	Mulmur	6/21/2020	Fire Alarm	20:44	21:40	13	Squad 44 Tanker 43 Pumper 41
20-038	Melancthon	6/30/2020	MVC	6:06	7:00	7	Squad 44 Pumper 41
20-039	Shelburne	7/7/2020	Mutual Aid Shelburne	21:30	0:02	15	Pumper 41 Rescue 42
20-040	Melancthon	7/10/2020	MVC	15:24	17:30	8	Squad 44 Pumper 41 Rescue 42
20-041	Melancthon	7/22/2020	MVC	5:00	6:00	7	Squad 44 Pumper 41 Rescue 42

20-042	Mulmur	7/25/2020	Fire Alarm	13:58	14:33	7	Rescue 42
20-043	Mulmur	7/25/2020	Mutual aid Rosemont	15:08	20:30	8	Tanker 43 Pumper 41 Rescue 42
20-044	Mulmur	7/26/2020	MVC	12:54	13:45	10	Squad 44 Pumper 41 Rescue 42
20-045	Mulmur	7/26/2020	Medical	14:03	14:40	6	Squad 44 Pumper 41
20-046	Mulmur	8/9/2020	Medical/Trail Rescue	13:33	14:34	9	Squad 44 Rescue 42 Argo 45
20-047	Melancthon	8/9/2020	MVC	14:34	15:34	8	Squad 44 Rescue 42
20-048	Mulmur	8/10/2020	MVC	10:08	11:00	5	Squad 44 Rescue 42
20-049	Melancthon	8/12/2020	Mutual Aid Shelburne	8:08	8:16	3	Tanker 43
20-050	Melancthon	8/13/2020	Medical	17:39	18:19	8	Squad 44
20-051	Melancthon	8/17/2020	Power lines down	13:08	14:53	4	Squad 44
20-052	Mulmur	8/27/2020	Medical	7:56	8:30	5	Squad 44 Rescue 42
20-053	Mulmur	8/30/2020	MVC	11:19	15:17	10	Squad 44 Rescue 42 Pumper 41 Tanker 43
20-054	Mulmur	8/30/2020	MVC	14:03	15:03	6	Rescue 42 Pumper 41
20-055	Melancthon	8/31/2020	MVC	11:25	13:14	6	Squad 44 Rescue 42
20-056	Mulmur	9/24/2020	Fire Alarm	17:13	17:29	7	Squad 44

20-057	Melancthon	9/25/2020	Mutual aid Shelburne	13:14	14:32	6	Pumper 41 Tanker 43 Rescue 42
20-058	Mulmur	9/27/2020	MVC	17:14	18:14	11	Squad 44 Rescue 42
20-059	Mulmur	9/28/2020	Fire Alarm	9:19	9:20	1	Cancelled
20-060	Mulmur	9/30/2020	Power lines down	20:12	21:13	10	Squad 44 Rescue 42
20-061	Mulmur	10/2/2020	MVC	12:05	12:53	4	Squad 44 Rescue 42
20-062	Mulmur	10/5/2020	Structure fire	4:22	10:10	18	Squad 44 Tanker 43 Rescue 42 Pumper 41
20-063	Mulmur	10/7/2020	Fire Alarm	23:18	23:47	8	Squad 44 Tanker 43
20-064	Mulmur	10/14/2020	MVC	12:22	13:02	2	Squad 44
20-065	Mulmur	10/19/2020	Fire Alarm	2:17	3:05	10	Squad 44 Rescue 42 Pumper 41 Tanker 43
20-066	Melancthon	10/29/2020	Burn Complaint	15:07	16:02	5	Squad 44 Rescue 42
20-067	Mulmur	10/30/2020	Structure Fire	19:44	21:14	11	Squad 44 Pumper 41 Rescue 42 Tanker 43
20-068	Melancthon	11/2/2020	Fire Alarm	10:12	10:33	6	Squad 44 Rescue 42
20-069	Mulmur	11/2/2020	Power lines down	23:55	1:36	5	Squad 44
20-070	Adjala-Tos	11/19/2020	Mutual aid	6:30	6:35	4	Cancelled
20-071	Mulmur	11/22/2020	MVC	17:17	20:17	11	Squad 44 Pumper 41 Rescue 42 Tanker 43

20-072	Mulmur	11/23/2020	CO alarm	6:21	8:36	4	Squad 44
20-073	Mulmur	11/25/2020	Fire alarm	17:32	18:24	7	Squad 44
20-074	Melancthon	12/1/2020	Vehicle fire	11:24	13:20	8	Squad 44 Tanker 43
20-075	Melancthon	12/10/2020	Mutual aid Dundalk	12:22	16:00	6	Tanker 43 Rescue 42 Argo 45
20-076	Mulmur	12/11/2020	CO alarm	17:01	17:45	7	Squad 44 Rescue 42
20-077	Mulmur	12/15/2020	Structure fire	18:48	20:50	14	Squad 44 Pumper 41 Rescue 42 Tanker 43
20-078	Mulmur	12/25/2020	MVC	18:49	20:17	9	Squad 44 Rescue 42
20-079	Melancthon	12/28/2020	MVC	14:59	15:30	8	Squad 44 Pumper 41

### **INCIDENT TOTALS BY TYPE 2020/2019**

INCIDENT TYPE	2020 TOTAL	2020 TOTAL %	2019 TOTAL	2019 TOTAL %
Structure Fire	3	3.7%	1	1.3%
Chimney Fire	1	1.2%	0	0%
Vehicle Fire	1	1.2%	2	2.7%
Grass Fire	2	2.5%	2	2.7%
Fire Alarm	10	12.6%	10	13.5%
CO Alarm	4	5.0%	2	2.7%
Medical (Assist, trauma, rescue)	15	18.9%	23	31.1%
MVC	23	29%	20	27%
Mutual Aid	10	12.6%	11	14.8%
Power Lines Down	6	7.5%	1	1.3%
Burn Complaint/Other	2	2.5%	2	2.7%
Gas leak	2	2.5%	0	0%
<b>TOTAL</b>	<b>79</b>		<b>74</b>	

### **INCIDENTS BY TIME OF DAY 2020**

TIME OF INCIDENTS	NUMBER OF INCIDENTS	%
Day 06:00-18:00	54	68.3%
Night 18:00-06:00	25	31.6%

### **INCIDENT TOTALS BY TOWNSHIP 2020**

Township	Incidents*	% of Incidents	Fire Loss
Mulmur	51	66.23%	\$410 000
Melancthon	26	33.76%	\$0

\*excludes Mutual aid incidents outside of Mulmur/Melancthon.



## 2020 TRAINING/INCIDENT HOURS



# ROSEMONT DISTRICT FIRE DEPARTMENT

2020

## YEAR END REPORT



*Photo courtesy of A. Fairlie*

# Rosemont District Fire Department

## Mission Statement

The Rosemont District Fire Department is committed to the enhancement of the quality of life through the protection and preservation of life and property within the jurisdiction of the Townships of Adjala/Tosorontio, Mulmur and the Town of Mono from the effects of fire or other emergencies.

Our mission will be accomplished through the delivery of fire prevention, public education programs and professional emergency response to all who work, live and play within our community. We will work to educate people in fire safety in order that they may protect themselves and their families.

We will strive to minimize any adverse effects on individuals, families and businesses as a result of these emergencies and work to safeguard the environment.

Through this effort we will protect our lifestyle and the general economic welfare of the community.





## **Rosemont District Fire Department**

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**955716 7<sup>th</sup> Line, Town of Mono, Ontario Canada L9V 1C8  
(705) 435-3417**

March 24, 2021

**Mr. Chair and Members of the Rosemont District Fire Board,**

I am excited once again to present the Rosemont District Fire Department's Year End Report.

To say that 2020 was a difficult year for us would be an understatement. Securing PPE that was in short supply, refining our response protocols, developing new procedures to keep our firefighters safe and having to find new and effective ways to train our firefighters while adhering to provincial guidelines was at the very least challenging. Zoom meetings, Covid screening, online and small group training became the new normal in 2020 and into 2021. We managed to overcome these challenges, and in the end, I believe that we are now a stronger department.

Our vehicle fleet remains in good condition and ready to respond and perform as designed. Tanker 1 however is nearing its replacement date and we will be looking at commencing the replacement procedure in the near future. Our SCBA compressor is due for replacement as well and we are currently exploring our options.

A major challenge we will face in the coming years will be the training of our firefighters and officers. With the closing of the Ontario Fire College (OFC), we will be forced to get creative and come up with ways to achieve our training goals. While there are alternative training institutes to the OFC, they can be expensive. We are researching ways to enhance our training capabilities within our own department so that we will have better control of cost and quality of training.

Public Education continues to be a major initiative of this department. We continue to educate our residents on the importance of fire and life safety through the production and distribution of our annual Fire and Life Safety Calendar. As in years previous, we hand delivered calendars to every home in our coverage area. In past years, we would engage homeowners in

discussions about fire and home safety, however with the current situation, that was not always possible.

For those who we were able to have safe discussions, we stressed the necessity of home smoke and carbon monoxide alarms, the importance of testing and maintaining these alarms and the importance of having a home escape plan. An area of concern that we have identified is the visibility of home emergency numbers for rural residences and house numbers in more urban areas.

The Rosemont District Firefighters Association (RDFFA) has been very generous again this past year with donations exceeding \$18,300. Included in these donations is over \$13,000 for two thermal imaging cameras, \$1,073 for training aids and over \$1,700 for tools and equipment that is carried on responding apparatus.

Over the years the RDFFA has been a very supportive partner of the RDFD and it would be very difficult to provide the level of service that we do without their continued support.

I hope that you find this report informative. The accompanying charts and graphs were prepared with the upmost care for clarity and accuracy. If you have any questions or require an explanation on any of the content, please feel free to contact me.

Respectfully submitted,

Michael Blacklaws,  
Fire Chief  
Rosemont District Fire Department.  
705-435-8397



## **Rosemont District Fire Department**

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**955716 7<sup>th</sup> Line, Town of Mono, Ontario Canada L9V 1C8  
(705) 435-3417**

Dear Rosemont District Fire Department Board of Management,

2020 was not what anyone would call a normal year. Despite this, Rosemont District Fire Department (RDFD)'s dedicated members came together to adapt and over come the challenges of 2020 caused by the COVID-19 pandemic.

At the start of the year some of you were able to come watch RDFD members work their way through the Firefighter Survival course. In this course firefighters hone their skills to over come problems that they could encounter in a structure fire where they need to save themselves or wait for other crews to rescue them. This training is different than most as firefighter skills are generally about saving others. This training is important to ensure that firefighters can continue to serve the public safely and be confident going into life threatening situations.

To serve the community better, RDFD is always striving to increase our proficiency in firefighting skills. Late winter 2020, we trained on wildland firefighting tactics. This training focused on faster hose deployment using newly acquired hose backpacks (2019). These backpacks allow firefighters to deploy hose sections as needed, apply water to the fire faster and advance the line as required.

RDFD serves an agricultural community, which brings with it, unique rescue & medical situations. In preparing to train RDFD firefighters for these challenges, it was found that there was a shortage of equipment and training for grain rescues (rescuing workers caught in a grain bin or wagon) locally. We reached out to Canadian Agricultural Safety Association (CASA) who delivers a grain rescue program with a mobile training unit. They were able to provide a training weekend at RDFD before the unit headed back to prairie provinces. That weekend we were able to train 8 of our firefighters and opened the course up to mutual aid partners. Farm Credit Canada and Corteva Agriscience donated key equipment needed to perform these types of rescues. After completing this training and now having the equipment we need, we will be looking into building some training props to help continued training.

In March, when the pandemic hit, it was difficult to predict what was coming. RDFD shifted training to some small homework assignments and virtual training. However, as the stay-at-home orders progressed, RDFD made use of free online training provided by Firefighter Safety Research Institute (UL) which focus on fire science and tactics for fighting fires and keeping firefighters safe by being informed. Upon completion of each segment, firefighters were tested and given a certificate of achievement. By utilizing this program and emailing homework out we were able to keep firefighters engaged at home and able to track completed work on a temporary basis.

As restrictions were lifted in the late spring, our firefighters were glad to return to practical, hands on training. All training was modified to ensure compliance with public health restrictions and safety policies. With this came working in small groups utilizing training stations.

The newer firefighters joined regular Thursday night training and we took this time to work on the basics of firefighting to refresh skills and give them time to work with experienced firefighters. We also were able to secure a training house (a house slated for demolition). This allowed the firefighters to gain experience in completing search and rescue scenarios in unfamiliar surroundings. Finishing out the 2020 year, we challenged the firefighters with some more complex motor vehicle collision (MVC) stabilization techniques to give RDFD more options with unusual MVCs.

As the year progressed, we were able to get the new firefighters to the level that they were able to start responding direct to calls. RDFD members being able to respond direct is a great asset to residents and community as it can put firefighters on scene quickly. Seasoned members of RDFD responding direct are able to provide critical assistance to patients and relay information to crews coming from the hall to aid in the response. In the beginning, our newer members would respond to the hall for calls. Being first on scene requires experience and confidence which we built with new firefighters by having them respond to the hall and leave with a crew to increase their confidence and skill development.

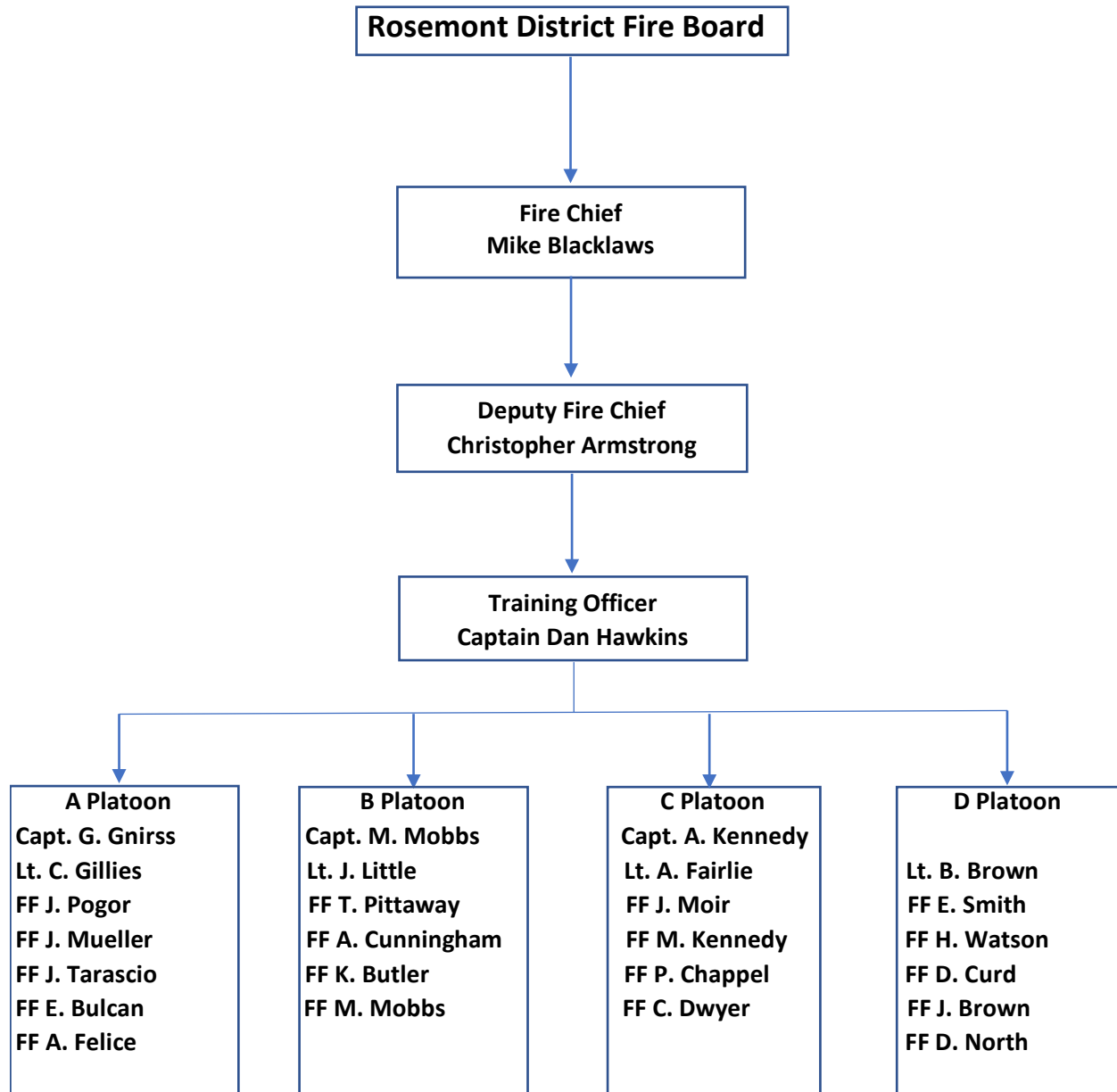
Moving into 2021, RDFD will be continuing to adapt and overcome challenges with keeping training safe during the on-going pandemic. Now with the closure of the Ontario Fire College, where many of us have completed important training at minimal cost to RDFD, we will be looking into options to complete training courses locally, but this will be at a much greater cost to the department.

2020 was anything but routine and 2021 is presenting on-going challenges. However, RDFD with its dedicated members and with the support of our proactive Fire Board we will continue to overcome these obstacles providing the district and its visitors the professional and courteous service they deserve.

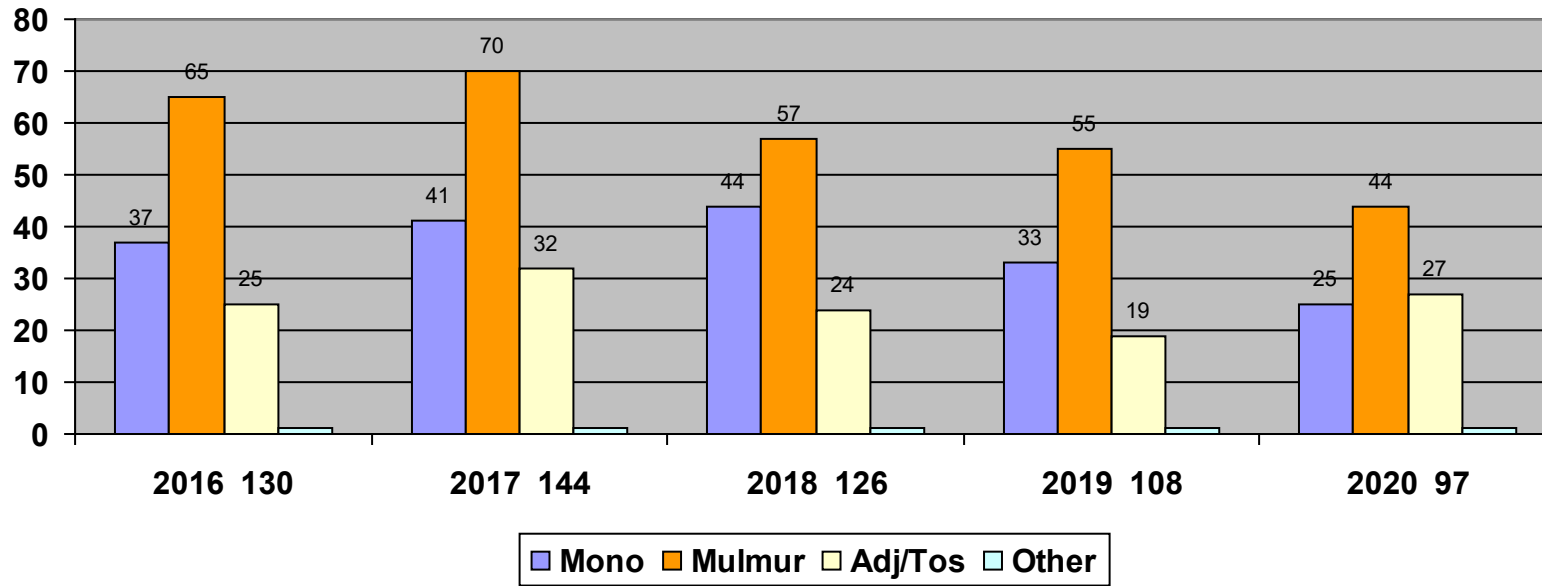
Sincerely,

Daniel Hawkins  
Training Officer

**Rosemont District Fire Department**  
**Organizational Chart 2020**







5 year comparison of number of responses by Town/Township

## **2020 EMERGENCY RESPONSES**

Emergency responses for 2020 totaled 97. Shown below are the percentages and nature of these incidents.

### **Motor Vehicle Collisions (MVC's) – 18 (18.5%)**

These responses are for motor vehicle accidents where our assistance is required to extricate victims from motor vehicles, assist ambulance in stabilizing and preparing the patients for transport to hospital and assisting police with scene control and clean up.

### **Medical Responses – 26 (26.8%)**

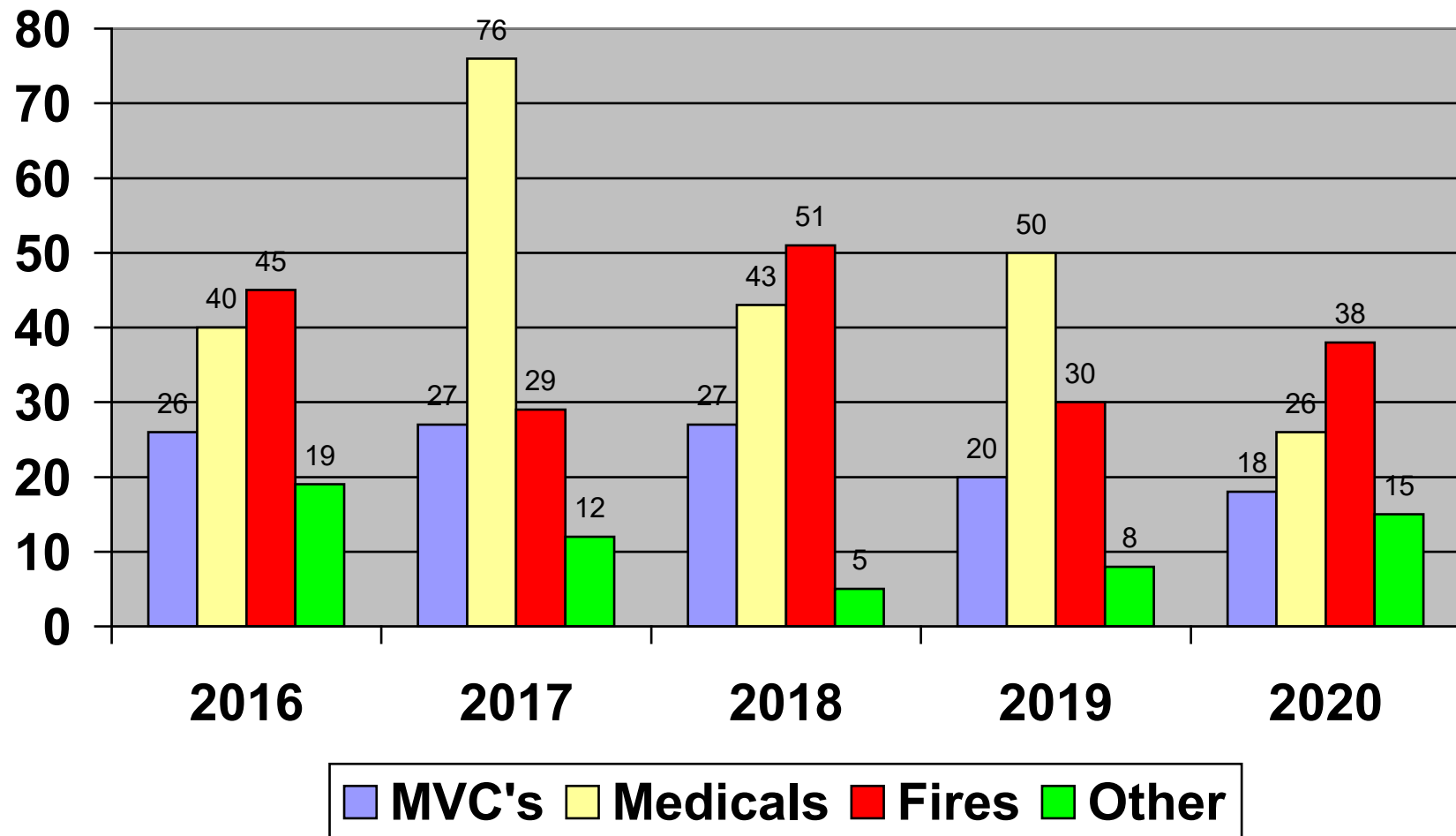
These are responses where we are required to attend because the patient usually presents conditions such as trouble breathing, possible heart attack or other life-threatening injury including home, farm or industrial accidents.

### **Fires – 38 (39.2%)**

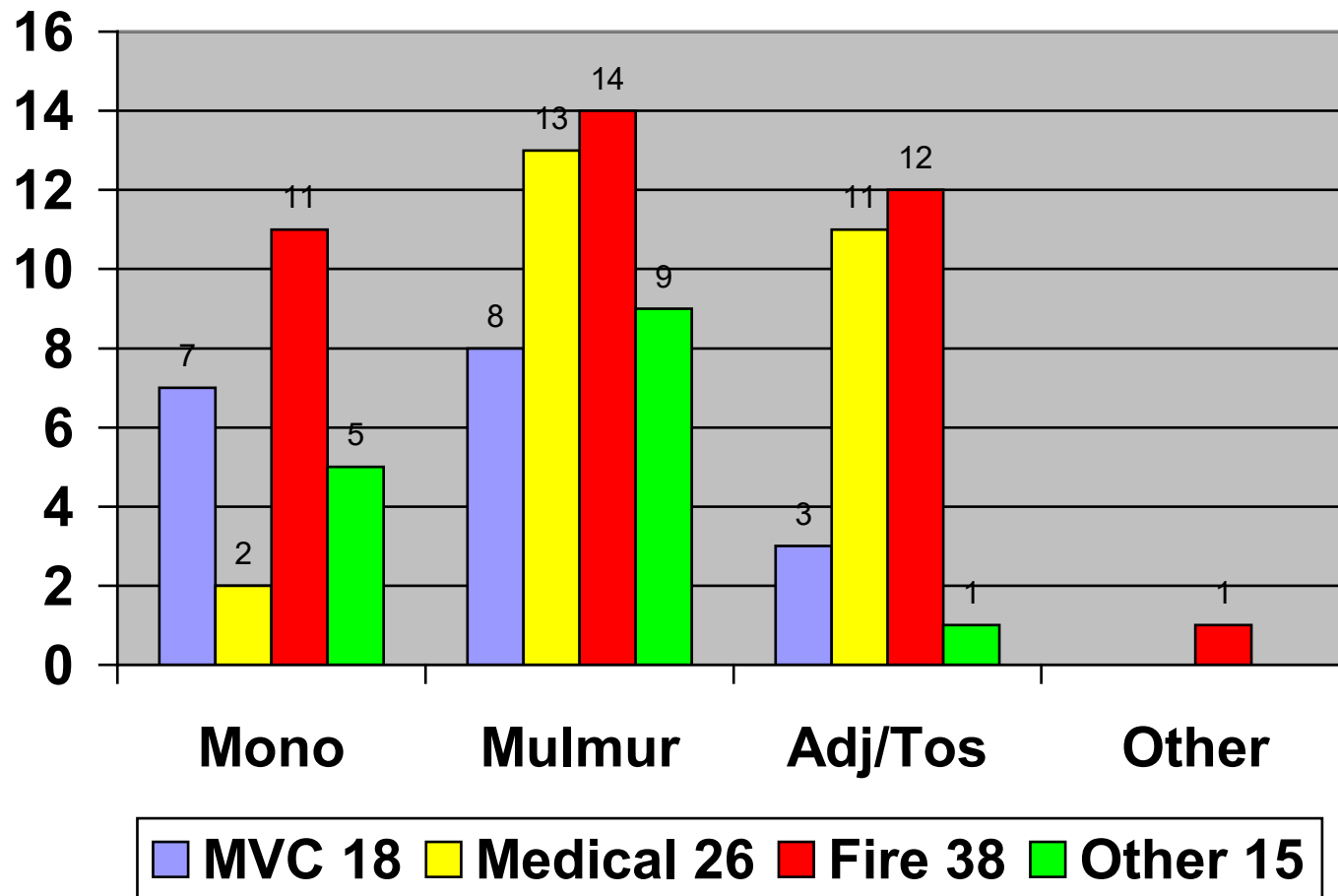
These responses are for fires or perceived situations that necessitated the response of all apparatus and available personnel to extinguish a fire that has or may result in property damage and/or threaten lives. These responses also include fire alarm activations and mutual aid/assist responses where Rosemont vehicles and manpower responded to the request for assistance from other fire departments in Adjala/Tosorontio, Mulmur, Mono and beyond.

### **Other – 15 (15.5%)**

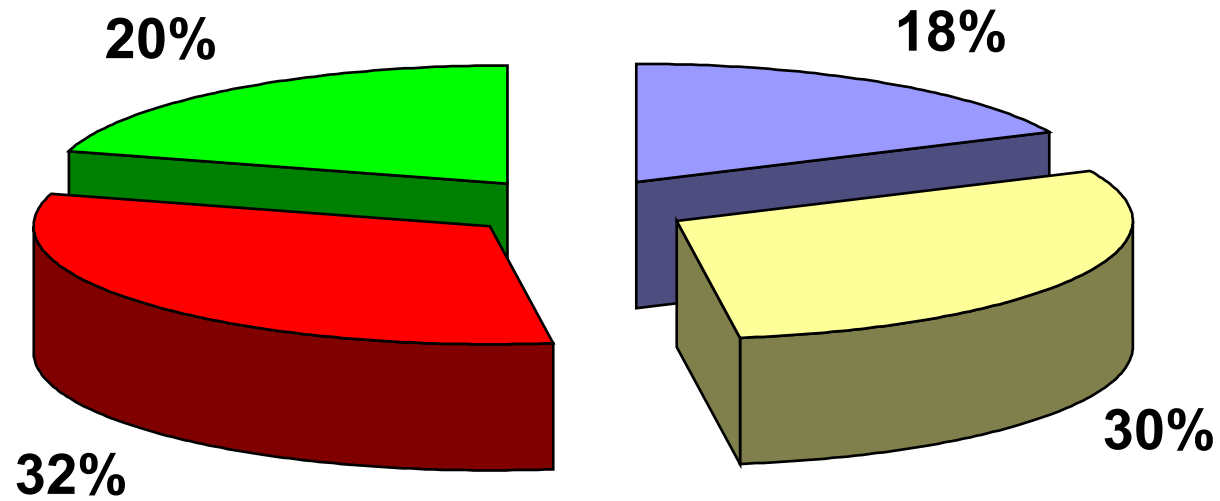
These will represent all calls that are not specifically listed above. These could include but not limited to, carbon monoxide investigations, burn complaints, public hazards (downed power lines), hazardous material incidents, and mutual aid calls where we are requested to provide stand-by coverage in a neighbouring fire departments coverage area but not respond to the emergency scene itself. This category also includes assisting other agencies as required such as Police should the incident not be covered in one of the above categories.



5 year trend by nature of responses

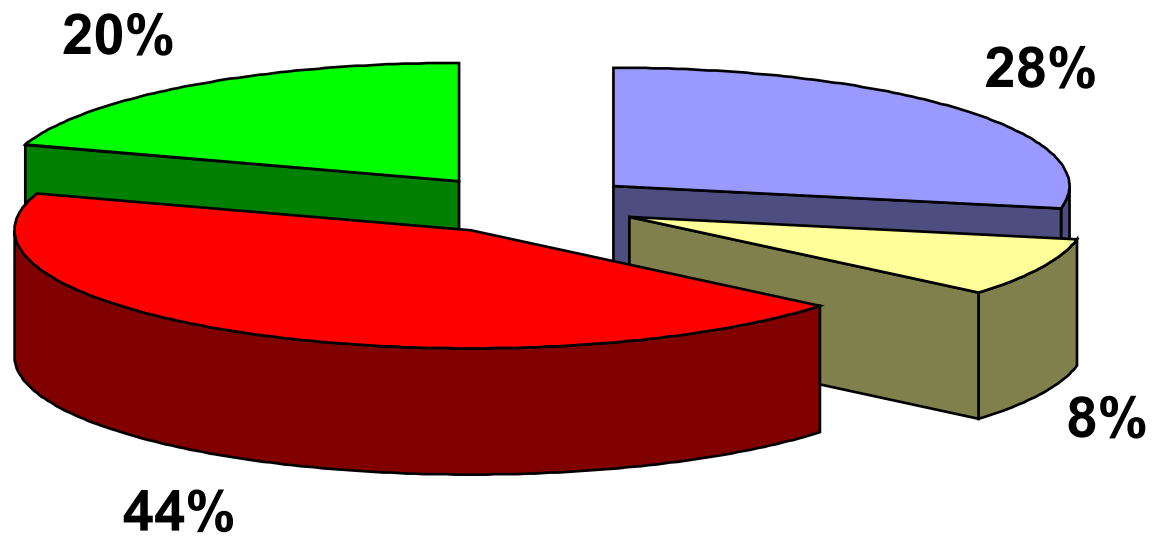


2020 Comparison of responses by type and Town/Township



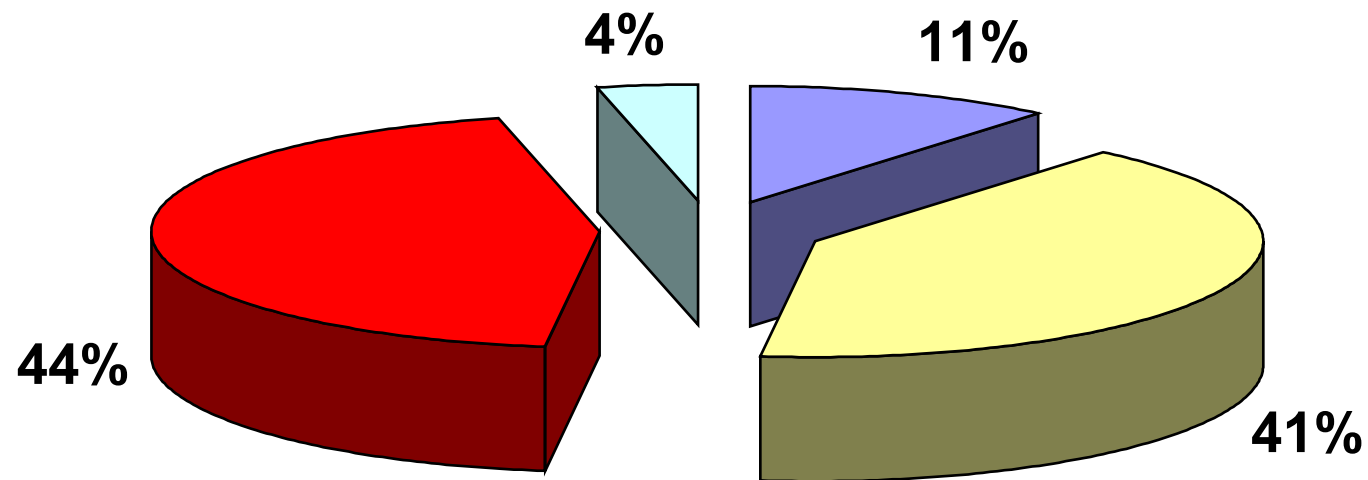
■ MVC's 8 ■ Medical 13 ■ Fires 14 ■ Other 9

2020 Responses for the Township of Mulmur Total 44



■ MVC's 7 ■ Medical 2 ■ Fires 11 ■ Other 5

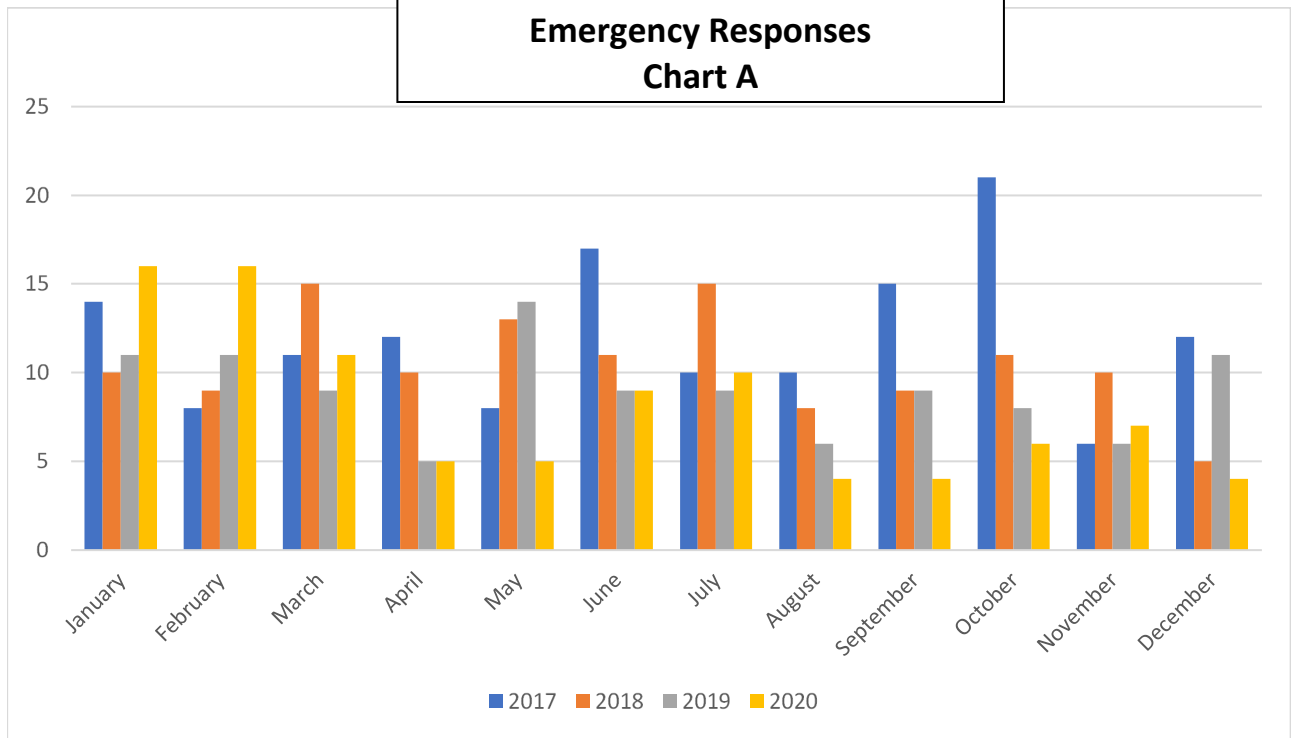
2020 Responses for Town of Mono Total 25



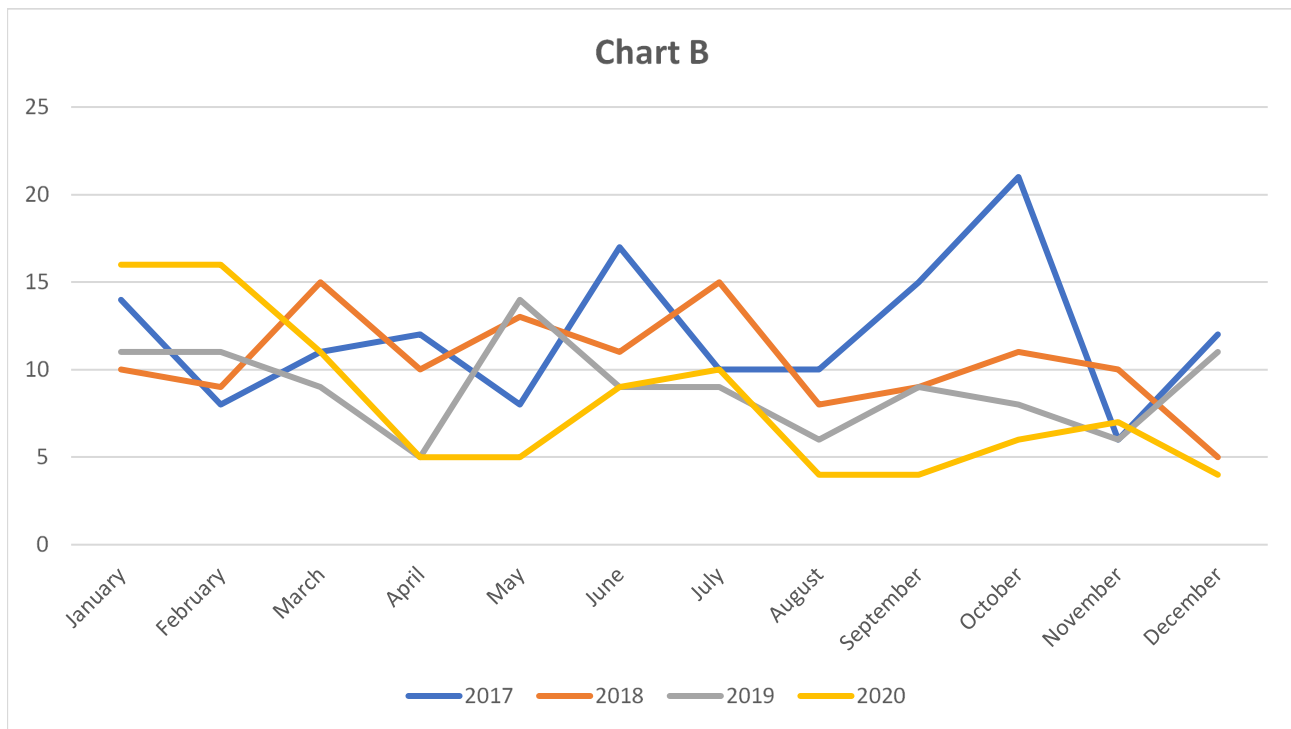
■ MVC's 3 ■ Medical 11 ■ Fires 12 ■ Other 1

2020 Responses for the Township of Adjala/Tosorontio Total 27

**Effect of Covid-19 in Relation to  
Emergency Responses  
Chart A**

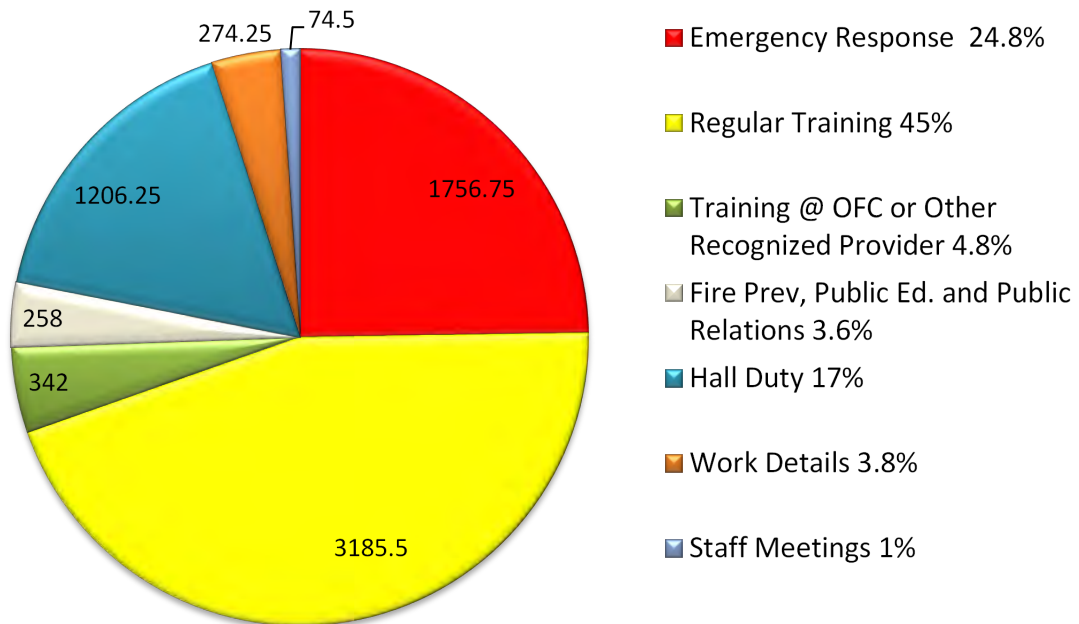


**Chart B**

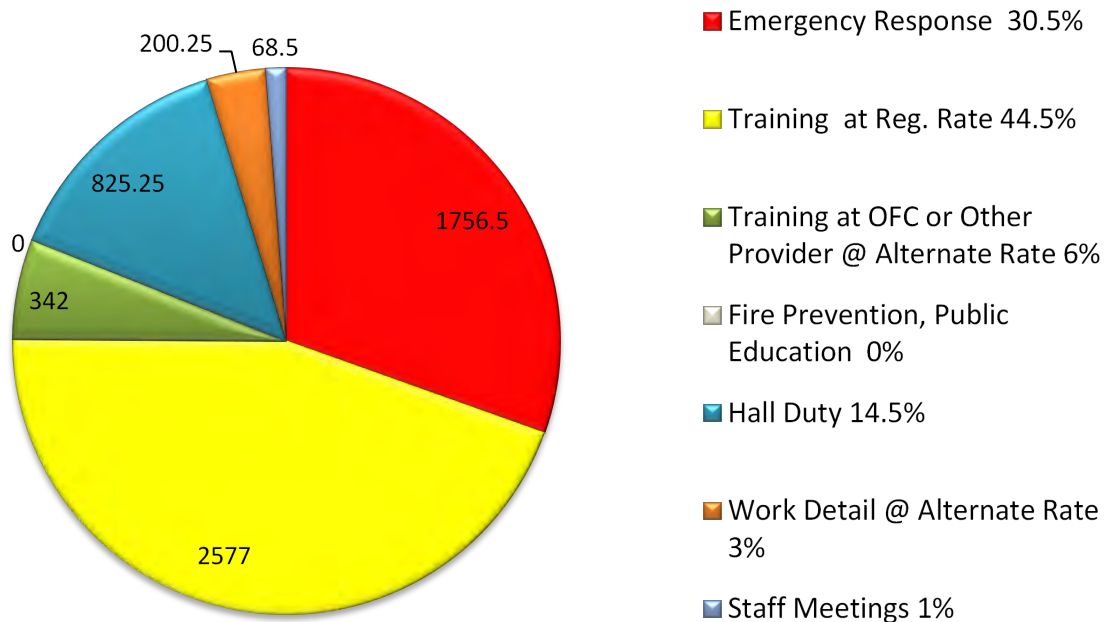


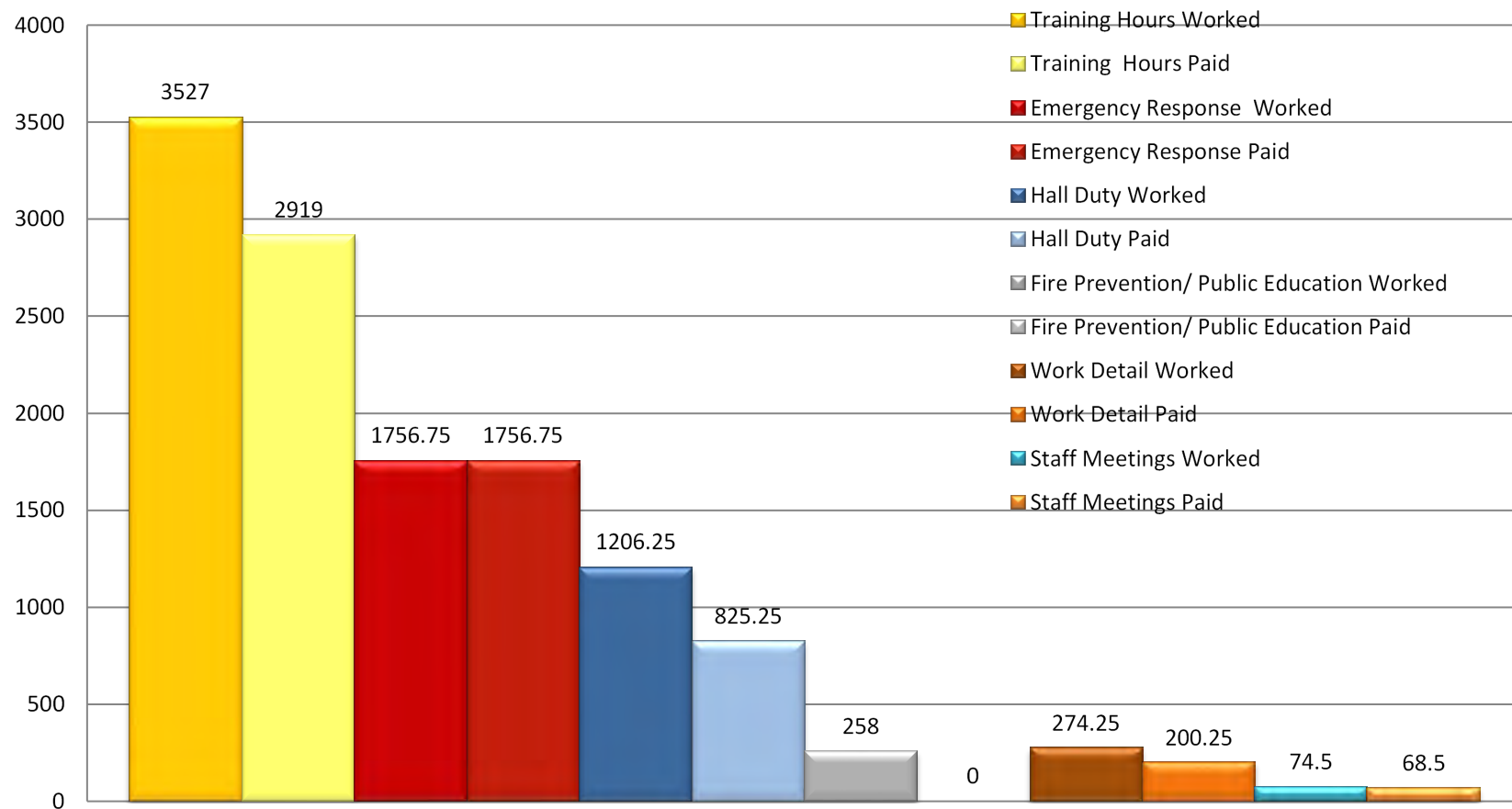


## 2020 Distribution of Recorded Hours



## 2020 Distribution of Salary Budget by Hours Compensated





**Hours Worked Versus  
Hours Compensated  
2020**

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin.	# of FF resp.	Notes
2020-001	01/03/20	Mulmur	Fire Alarm	12:56	12:59	13:00	13:00	13:12	10	Fire alarm pull station activated by 3 yr old. RDFD investigated, alarm restored.
2020-002	01/04/20	Mulmur	Medical	10:12	10:14	10:20	10:21	10:38	10	Patient short of breath, RDFD assessed, provided O2 and assisted Amb#2275
2020-003	01/05/20	Mulmur	Medical	08:00	08:04	08:07	08:07	08:39	9	Patient short of breath, RDFD assessed and assisted Amb#2275 with preparation for transport.
2020-004	01/07/20	Mulmur	Medical	12:11	12:25	12:21	12:36	12:36	6	Patient short of breath, cleared upon arrival by Amb#2270.
2020-005	01/10/20	Mono	Mutual Aid	12:00	12:09	12:24	12:24	12:57	8	Mutual Aid Tanker assist to assist Orangeville with structure fire.
2020-006	01/12/20	Mulmur	Fire Alarm	04:41	04:45	04:54	04:54	05:34	7	Monitored Fire Alarm activated. RDFD investigated and found no cause for alarm.
2020-007	01/12/20	Mono	Fire Alarm	07:14	07:29	07:22	07:38	07:51	6	Monitored Fire Alarm activated, RDFD investigated found no cause for alarm.
2020-008	01/12/20	Mulmur	MVC	17:47	17:55	17:52	17:59	18:14	11	Vehicle off of the roadway, driver had minor injuries but required extrication from side resting vehicle.
2020-009	01/13/20	Mono	Public Hazard	17:14	17:26	17:28	17:35	17:42	5	Tree branch in contact with hydro lines, arcing. Hydro on scene, power isolated.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin.	# of FF resp.	Notes
2020-010	01/14/20	Mono	Public Hazard	15:18	15:27	15:35	15:35	18:18	8	Hydro lines down and arcing. RDFD secured scene until Hydro was able to isolate power.
2020-011	01/14/20	Adj/Tos	Medical	16:58	16:59	17:01	17:01	17:13	8	Patient short of breath, RDFD assessed and provided care until arrival of Amb#3524.
2020-012	01/14/20	Mulmur	CO Alarm	22:32	22:40	22:46	22:46	23:08	7	Generator operating in garage activated CO alarm. RDFD investigated and found 32ppm in home. Ventilated and advised homeowner to move generator to outside of home.
2020-013	01/15/20	Adj/Tos	Medical	11:35	11:42	11:44	11:49	12:02	8	Reported as patient VSA, RDFD found patient not VSA, assessed and provided care until cleared by Amb#3528.
2020-014	01/15/20	Mono	Wires Down	17:17	17:29	17:32	17:36	18:02	8	Hydro wires down and arcing. RDFD secured scene until arrival of Hydro One crew.
2020-015	01/18/20	Adj/Tos	MVC	15:19	n/a	15:30	n/a	15:31	9	Single vehicle MVC, RDFD 318 on scene advised that RDFD could stand down.
2020-016	01/19/20	Mono	MVC	18:00	18:09	18:13	18:15	19:11	11	2 vehicle MVC, no injuries, RDFD maintained traffic control and scene safety.
2020-017	02/02/20	Mulmur	Medical	10:40	10:41	10:44	10:44	11:04	8	Child with difficulty breathing, in care of Ski Patrol

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin.	# of FF resp.	Notes
2020-018	02/05/20	Mulmur	Mutual Aid	18:25	18:37	18:50	18:50	20:47	5	Mutual aid tanker assist for SDFD in Mulmur for structure fire.
2020-019	02/09/20	Mulmur	Medical	13:43	13:46	13:51	13:51	14:17	13	Unconscious patient, assessed by RFD O2% saturation 90%, supplied O2 and assisted ERU#3399 with care
2020-020	02/13/20	Mulmur	Medical	07:49	07:52	08:00	08:00	08:06	11	Patient short of breath, RFD on scene same time as Amb#2270, RFD cleared.
2020-021	02/13/20	Mulmur	Fire Alarm	21:02	21:08	21:12	21:12	21:30	24	Homeowner called RFD direct to report fire alarm activated in house, RFD responded and investigated, no problem found.
2020-022	02/20/20	Adj/Tos	Medical	11:58	12:02	12:11	12:11	12:34	9	Patient in seizure, Amb#3528 on scene prior to RFD, we assisted with patient care and preparation for transport to ASMH.
2020-023	02/20/20	Melanc	Mutual Aid	16:24	16:32	16:43	16:43	19:24	7	Mutual Aid standby at Hwy 89/ Hwy 10 for SDFD while they attended a fire in Melancthon
2020-024	02/21/20	Mulmur	MVC	19:44	19:50	19:56	19:56	20:39	15	MVC, fatal, extrication required
2020-025	02/21/20	Mulmur	MVC	23:54	23:54	00:14	00:14	01:51	10	Called back to location of Incident #2020-024 to assist Coroner with investigation and recovery.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin.	# of FF resp.	Notes
2020-026	02/22/20	Mono	Mutual Aid	00:54	01:04	01:13	01:13	06:03	12	Mutual aid assist to SDFD, Tanker and Ranger for structure fire in Town of Mono.
2020-027	02/23/20	Mulmur	Gas Leak	01:28	01:43	01:40	01:49	02:44	14	Report of Sulphur smell in house, concerned that it may be a propane leak. RDFD investigated with 4 gas meter and found no concerns, believed to be an odour coming from a drain.
2020-028	02/26/20	Adj/Tos	Medical	23:37	23:48	00:00	00:00	00:02	11	RDFD cleared upon arrival by Amb#398, not required.
2020-029	02/27/20	Mulmur	MVC	15:17	15:22	15:22	15:22	15:51	13	Single vehicle in ditch on its side, driver required assistance getting out of vehicle and out of ditch to roadway.
2020-030	02/28/20	Adj/Tos	Mutual Aid	11:25	11:36	11:47	11:47	13:27	6	Mutual aid Tanker assist to Adj/Tos Stn 2 area for structure fire.
2020-031	02/29/20	Mulmur	MVC	00:42	00:47	00:53	00:53	01:16	15	Vehicle into ditch on its side. Driver out upon arrival. RDFD assessed patient and provided traffic control.
2020-032	02/29/20	Adj/Tos	Assist	17:44				22:00	6	Provide coverage to Adj/Tos Stn2
2020-033	03/01/20	Mulmur	Medical	22:53	23:01	23:03	23:03	23:19	8	Patient short of breath, RDFD cleared by Amb#2272

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin	# of FF resp.	Notes
2020-034	03/04/20	Adj/Tos	Medical	09:11	09:17	09:24	09:24	09:30	10	Patient short of breath, RDFD assessed and provided care until arrival of Amb#3598 and they assumed patient care.
2020-035	03/11/20	Adj/Tos	Medical	00:22	00:30	00:38	00:38	00:45	9	Patient with abdominal and chest pain. RDFD assessed and provided report to Amb#3528
2020-036	03/11/20	Adj/Tos	Fire	19:40	19:42	19:49	19:49	19:58	16	Reported as possible chimney fire, RDFD investigated, nothing found.
2020-037	03/15/20	Adj/Tos	Mutual Aid	15:57	16:04	n/a	n/a	16:14	12	Mutual aid for grass fire, cancelled while en-route.
2020-038	03/16/20	Adj/Tos	Fire	10:15	10:23	10:25	10:25	10:33	10	Smoke from chimney mistaken as possible fire.
2020-039	03/16/20	Mulmur	Rescue	14:48	14:54	14:57	15:03	19:09	16	Person injured on the ski hill, Ranger and Rescue Basket used to bring patient off of hill and to Air Ambulance.
2020-040	03/18/20	Mono	Fire Alarm	20:21	20:27	20:31	20:36	20:44	18	Monitored fire alarm activated by cooking. RDFD investigated, all clear.
2020-041	03/21/20	Mono	Grass Fire	14:12	14:21	14:22	14:28	15:17	16	Grass fire started by discarded ashes. Ranger and Pump 1 used to extinguish.
2020-042	03/23/20	Mono	MVC	08:01	08:12	08:14	08:16	08:42	18	Vehicle off road and into ditch. Driver out upon arrival. RDFD assessed driver.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin	# of FF resp.	Notes
2020-043	03/31/20	Mono	Fire Alarm	21:12	21:20	21:19	21:29	21:49	16	Monitored alarm activated by smoke from fireplace. RDFD assisted with clearing smoke from house.
2020-044	04/07/20	Mulmur	Burn Comp.	14:28	14:34	14:36	14:40	15:07	14	Large burn pile out of control, extinguished by RDFD. Reminded homeowner of conditions of burn bylaw.
2020-045	04/12/20	Mulmur	Fire	11:30	11:32	11:34	11:34	12:15	25	Small fire in kitchen of mobile home. Extinguished by neighbour. RDFD investigated to ensure fire was out.
2020-046	04/25/20	Mulmur	Burn Comp.	07:23	07:25	07:30	07:30	07:43	20	Investigated complaint of campfire by the river. Fire was out upon arrival of RDFD. Talked to people on scene and advised that this was not allowed.
2020-047	04/25/20	Adj/Tos	Burn Comp.	10:08	10:08	10:10	10:10	10:20	13	Small fire in front yard. C1 talked to owner and he extinguished fire. Advised homeowner of burn ban.
2020-048	04/27/20	Adj/Tos	Mutual Aid	21:37	21:46	21:51	21:51	00:06	19	Mutual aid assist in Adj/Tos Stn-1 area. Tanker 1 and Pumper 1 attended.
2020-049	05/02/20	Mulmur	Fire	00:02	00:10	00:16	00:16	00:44	17	Chimney fire extinguished by occupant prior to our arrival. RDFD checked for ensure that fire was out.



Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin	# of FF resp.	Notes
2020-050	05/13/20	Mulmur	CO Alarm	10:31	10:31	10:42	10:42	10:55	2	Call to firehall from resident regarding CO alarm activation. RDFD attended and found that detector was faulty.
2020-051	05/21/20	Adj/Tos	False Fire	17:58	17:58	18:16	18:16	18:17	3	Call to firehall reporting strong burning plastic smell, RDFD investigated and found crop spraying activity in the reported area, believed to be the source.
2020-052	05/21/20	Mulmur	Medical	20:08	20:12	20:21	20:21	20:25	22	Reported as a possible heart attack, SQ31 cleared upon arrival by Amb#2271
2020-053	05/31/20	Mulmur	Fire	17:12	17:14	17:20	17:23	18:32	20	Manure pile fire, extinguished by RDFD
2020-054	06/01/20	Adj/Tos	Medical	20:08	20:11	20:19	20:19	20:34	15	Male patient unconscious in a vehicle, RDFD assisted Amb#3528 with preparation for transport to hospital
2020-055	06/03/20	Adj/Tos	Medical	23:21	23:30	23:33	23:33	23:39	8	Patient with difficulty breathing, RDFD assisted with preparation for transport
2020-056	06/08/20	Mono	Fire Alarm	12:37	12:44	12:45	12:49	13:21	16	Accidental activation, RDFD investigated and left in care of homeowner
2020-057	06/09/20	Mulmur	Fire	08:28	08:37	08:42	08:44	08:52	19	Controlled burn mistaken for fire, crews on scene with heavy equipment

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin	# of FF resp.	Notes
2020-058	06/12/20	Adj/Tos	MVC	19:49	19:55	20:03	20:03	20:22	20	Car off of roadway and into ditch, on its roof. Driver in care of Amb#3528, RDFD checked for hazards and cleared
2020-059	06/15/20	Mono	MVC	20:10	20:18	20:23	20:29	20:36	16	Vehicle into tree, RDFD cleared upon arrival by OPP
2020-060	06/17/20	Adj/Tos	Medical	16:55	16:59	17:03	n/a	17:10	10	Person in police custody hyperventilating, In care of EMS upon our arrival, RDFD cleared
2020-061	06/18/20	Mulmur	Gas Leak	10:13	10:21	10:19	10:21	10:39	11	Crew planting trees severed an underground propane line. Fuel isolated at tank and repair crew en-route.
2020-062	06/26/20	Mono	Medical	14:56	15:05	15:13	15:16	15:24	13	Reported as a medical emergency at Mono Cliffs Park, unknown location or problem. Patient located in parking lot. Assessed by RDFD personnel and care transferred to EMS
2020-063	07/01/20	Mulmur	MVC	18:01	18:07	18:05	18:11	21:01	20	2 vehicle MVC, 3 persons trapped requiring extrication. Crash caused large grass fire adjacent to the accident scene spreading towards house and barn. Crews worked simultaneously to extinguish fire, provide medical aid and extricate patient from vehicles

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin	# of FF resp.	Notes
2020-064	07/04/20	Mulmur	Medical	21:15	21:18	21:22	21:22	21:48	9	Young male operating an ATV lost control and crashed hitting face on machine causing facial injury. RDFD provided care until arrival of Amb#2271
2020-065	07/07/20	Mono	Mutual Aid	21:38	21:47	22:00	22:00	23:43	11	Mutual aid assist in Shelburne, P-1 and crew of 4 responded
2020-066	07/09/20	Mono	MVC	15:08	15:15	15:18	15:18	15:36	15	2 vehicle MVC, one person required extrication. RDFD assessed drivers and occupants
2020-067	07/17/20	Mulmur	MVC	15:58	16:01	16:03	16:03	19:56	12	2 vehicle MVC, RDFD assessed both drivers, minor injuries. RDFD maintained traffic control due to one lane being blocked and scene was located on blind hill approaching construction scene.
2020-068	07/23/20	Adj/Tos	Mutual Aid	19:01	19:02	19:19	19:19	19:40	20	Mutual Aid Tanker request to Adj/Tos Stn 1 area.
2020-069	07/25/20	Mulmur	Fire	14:58	15:05	15:08	15:08	20:15	19	Structure fire, 2 story home. Heavily involved. Mutual aid assist from MMFD, SDFD and ATFD.
2020-070	07/26/20	Mulmur	Medical	17:57	18:00	18:06	18:04	18:06	15	Patient injured in motorcycle mishap some distance from patient home, he was transported to his residence than called 911

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin	# of FF resp.	Notes
2020-071	07/28/20	Mulmur	Fuel Spill	15:56	16:02	16:07	16:09	17:01	10	Dump truck into ditch and punctured fuel tank. Heavy tow already on scene, transferring fuel. OPP called Ministry of Environment.
2020-072	07/30/20	Mono	Fire Alarm	12:56	13:07	13:01	13:12	13:12	9	Fire alarm activation. Alarm company advised that system was supposed to be on bypass. RDFS investigated no cause found.
2020-073	08/08/20	Mulmur	Check Call	10:52	10:55	11:00	11:01	11:35	15	Homeowner reported a suspicious odour, RDFS investigated with 4 gas meter, no hazard found, believed to be varnish smell from workshop in basement
2020-074	08/09/20	Adj/Tos	Mutual Aid	02:52	03:01	03:14	03:14	06:18	9	Mutual aid Tanker assist to Adj/Tos Stn. 2 area for a structure fire.
2020-075	08/26/20	Mono	Fire	18:36	18:44	18:46	18:48	19:31	18	RV trailer fire, extinguished by RDFS.
2020-076	08/27/20	Mono	Fire Alarm	12:36	12:39	12:47	12:47	13:20	10	Fire alarm activated, RDFS investigated and found no cause. Alarm tech arrived to silence alarm and make repairs.
2020-077	09/14/20	Mulmur	Check Call	11:45	11:45	11:45	11:45	11:49	1	Perceived emergency, checked by Car 1, all in order.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin	# of FF resp.	Notes
2020-078	09/14/20	Mono	Public Hazard	18:57	19:03	19:08	19:12	19:54	15	Hydro pole struck by vehicle, wires arcing, tree branch on fire.
2020-079	09/15/20	Mulmur	Fire Alarm	16:11	16:13	16:16	16:17	16:54	14	Monitored alarm activated by cooking. RDFS helped to ventilate smoke. Alarm would not reset.
2020-080	09/16/20	Mulmur	Fire Alarm	23:42	23:46	23:47	23:53	00:55	14	Monitored alarm activated. RDFS conducted extensive investigation, no cause found.
2020-081	10/07/20	Mono	MVC	13:46	13:48	13:53	13:59	14:25	8	2 vehicle MVC, driver required assistance exiting vehicle on it's side. RDFS conducted traffic control.
2020-082	10/08/20	Adj/Tos	MVC	09:41	09:49	09:49	09:57	11:50	7	Vehicle accident at bridge. Leaking oil and coolant into stream. Spill control and containment. Ministry of Environment advised.
2020-083	10/13/20	Mono	Medical	15:17	15:26	15:37	15:37	16:15	11	Reported as person in Provincial Park in medical distress. Upon arrival we were advised by Tillsonburg dispatch that the patient had walked out and met ambulance.
2020-084	10/14/20	Adj/Tos	Fire Alarm	12:43	n/a	n/a	n/a	12:43	3	Monitored fire alarm activated accidentally, BFES dispatch cancelled RDFS prior to leaving the hall.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin	# of FF resp.	Notes
2020-085	10/16/20	Mulmur	MVC	20:16	20:19	20:26	20:26	20:42	17	2 vehicle MVC, patients in care of ambulance. RDFD provided traffic control.
2020-086	10/17/20	Mulmur	Public Assist	11:02	11:10	11:07	11:07	12:19	18	Blocked chimney caused smoke to fill house with smoke. RDFD cleared blocked chimney and cleared house of smoke.
2020-087	11/01/20	Adj/Tos	Mutual Aid	07:27	07:33	07:46	07:46	08:21	9	Tanker assist to Adj/Tos stn 2 area for structure fire
2020-088	11/08/20	Mulmur	Medical	07:44	07:46	07:52	07:53	07:55	15	Vehicle off to side of the road, driver assessed by RDFD, cleared by OPP.
2020-089	11/15/20	Mulmur	Public Hazard	16:21	16:29	16:23	16:49	16:50	12	Reported as power lines arcing in tree, RDFD investigated, power out in area.
2020-090	11/16/20	Mono	Public Assist	12:57	12:57	13:06	13:06	13:06	4	Neighbour came to RDFD hall and reported suspicious smell in house. RDFD personnel investigated with 4 gas meter and found no concern.
2020-091	11/19/20	Adj/Tos	Mutual aid	06:29	06:39	06:50	06:50	10:10	9	Mutual aid assist in Adj/Tos Stn 1 area. Tanker 1 and Pump 1 responded.
2020-092	11/22/20	Mono	MVC	19:17	19:27	19:32	19:39	20:05	18	2 vehicle MVC, RDFD assessed both drivers, they declined medical aid. OPP had cleared scene prior to our arrival.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 <sup>st</sup> Unit respond	1 <sup>st</sup> FF on scene	1 <sup>st</sup> Vehicle on scene	Call Termin	# of FF resp.	Notes
2020-093	11/28/20	Mulmur	Medical	08:01	08:04	08:05	08:05	08:38	17	Patient with chest pain, assessed by RDFD, provided patient report to Amb#2270 and assisted with preparation for transport.
2020-094	12/14/20	Adj/Tos	Medical	10:13	10:20	10:24	10:27	10:32	11	Patient reported to be unconscious and. Conscious upon our arrival, assessed by RDFD, left in care of Amb#3580
2020-095	12/14/20	Mono	MVC	19:27	19:36	19:35	n/a	19:36	17	Vehicle off of the road and on its roof. Driver out and in care of OPP upon arrival of RDFD #306. Sq31 cleared prior to arrival, not required.
2020-096	12/15/20	Adj/Tos	Medical	09:38	09:45	09:46	09:48	09:49	8	Report of patient in seizure, RDFD assessed patient and assisted Amb#2270 with preparation for transport.
2020-097	12/15/20	Mulmur	Mutual Aid	18:53	19:02	19:18	19:18	19:56	15	Mutual aid request for tanker in MMFD area, C-1 and Tanker 1 responded.

Harry Bunker and Alison Postma  
876370 5<sup>th</sup> Line East  
Mulmur, ON, L9V 0J9

March 22, 2021

Mayor Horner and Members of Council

We are writing to express our concern about the recent overflow of the Pine River on the 5<sup>th</sup> Line south of the 9th Sideroad. Although the event is not new in of itself, this year the resulting damage is worse than in many of the previous years.

It is no secret that the southern bridge was built too low; the bridge was not even completed when the first overflow of the river took place, trapping one of the construction trucks within the ice that was washed onto the road. Each year has seen some damage, and often chunks of the asphalt that was between the two bridges has broken away, landing in the river. This year quite a lot of road material was washed into the southernmost tributary, in the same area that had previously received a large quantity of material from the road. None of this material, which includes gravel, sand and asphalt, has ever been cleaned out of the river. The result has been a change in the course of the river, pushing the flow of water further to the south end of the bridge. There are many chunks of broken asphalt in that riverbed, along with copious amounts of gravel and sand, all parts of the road that should not be in the river. The main flow of the river now utilizes only the southern portion of the bridge.

With this latest washout, even more material has landed in the river, and it should be cleaned out. We would like Council's assurance that this will be done in the coming months.

Another issue with the bridge is that it is completely jammed up underneath with logs and brush, which makes it impossible for any ice to flow underneath. This material should be cleared out from underneath the bridge each year to allow the best flow possible. It may not completely solve the problem of the ice, but it would help take some of the flow of water and ice. This preventative maintenance is necessary to protect the municipality's assets. We also believe that the township needs to enlist the services of an engineer to look at what can be done to help the situation of the southern bridge, in order to mitigate the yearly damage done by the ice breakup.

It is important to protect our environment and natural resources, as well as the infrastructure of the municipality. There has been much damage done to the road and guardrail over the past number of years. The resulting efforts to "fix" this damage has been piecemeal and the damage to the river has never been acknowledged or addressed. We believe the situation needs Council's immediate attention.

Attached are some photos of the damage. Please feel free to contact us, should you require further information.

Best Regards,

Harry Bunker and Alison Postma  
705-435-2223



































To: Township of Mulmur Council

March 30, 2021

Re: Road Allowance By-law

"Spring Greetings to the council"

It is very much appreciated that we have the freedom to write a letter to give our input into this meeting, thank you in advance for any consideration.

We wanted to take the opportunity to request that the By-Law would include the allowability for an amendment so any road allowance request for purchase could be consider and or decided on by the present council on a case-by-case basis.

We do have our own agenda when it comes to this particular situation, however; we are not asking for preferred treatment over anyone particular. What we are requesting is that anyone, including ourselves, be given a fair opportunity when it comes to township lands. In particular to dormant or non-active parts that could be released from the town's liability, and give opportunity to increase municipalities revenue stream with land tax, school tax, development fees, etc.

There could be great opportunities by allowing this By-law to be past, where as it give new, young and growing families, including ourselves, to come and enjoy the beautiful country and community that Mulmur has to offer. In are particular situation we are interested in building a single dwelling home, that could also include for a secondary lower unit for affordable housing as well.

In closing, we would like to express our gratitude, thank you for your time and consideration to this matter, we look forward to the next council meeting to where we could experience positive outcomes for all parties.

Warmest Regards,



Kevin and Donna Walter

TO: MULMUR COUNCIL MEMBERS  
CC: TRACEY ATKINSON, CAO

FROM: DON MACFARLANE

SUBJECT: RECREATION REPORT

Dear Council Members

I have read with interest the Report of the consultants who were commissioned to review the current status of Mulmur's recreation resources and to make recommendations. I found the report to be thorough and some of the demographic research to be very useful. It is clear that there are no easy answers to the Township's needs given the many limiting factors to be considered.

I expect the Council and Staff will be spending considerable time on the issues related to how Mulmur can provide recreational services to its citizens. As a small municipality it's clear that we can't compete for many services with larger places. Having read the Report, and knowing that the Council has encouraged citizen input, the following is a series of initial thoughts arising from the Report. I realize that none of this is particularly original. Council has been studying recreation for a long time, but these are issues which will finally have to be further dealt with as an approach is set for the next ten plus years.

- 1) **Context:** perhaps the most difficult issues to address center on the fact that our world is changing so quickly. In general terms, what will the "new normal" be, and how will recreation be impacted. We have already seen changes. I know many people who are learning to do their recreation on line, with fitness, yoga, thai chi, music classes, etc. done at home. There appears to have been an explosion of walkers on our trails as people tire of lockdowns. Most arenas have been closed with the pandemic, along with many other recreational facilities. How will all of this evolve when the pandemic is done?
- 2) **Arena:** our discussions about recreation always seem to come back to the Arena. Deficits continue and utilization seems to be diminishing. The Report deals with the question of whether the current building can be renovated, both to meet legal facility requirements and to be useful for evolving needs. This is clearly

not an inexpensive option. One aspect of the Report's recommendations revolve around the size of the ice rink. To make an NHL sized rink it appears that a new building would be needed. This raises the question of why can't we make do with a smaller rink, as we have done for many years. Building a plan around a larger rink size seems a stretch. This also raises the general question about hockey. I'm in no way an expert, but I read that fewer and fewer young people are playing hockey, partially because of the cost, and partially because of health concerns, mostly around concussions. Do we need an ice rink, particularly when several are available in nearby communities? (As a small detail, the report omitted including the arena in Creemore as a nearby facility, with a rink that is closer than Honeywood for some Mulmurites.)

- 3) **Facility Needs:** Apart from hockey, an indoor facility, according to the Report, would need space for activities such as fitness, including perhaps an indoor jogging track, pickle ball, yoga and other similar activities, meetings and other community get togethers, and other activities. The vision that comes to my mind is a gym with accompanying meeting facilities.
- Could the Honeywood CC provide, with alterations, this alternative? Perhaps, particularly if the rink was removed, or even with an expansion on the current site. I have been in meetings on the arena where it is clear that there is significant community sensitivity to maintaining the arena, originally community funded, if I remember correctly, and to keeping the hockey option.
  - Alternatively, could a new simpler building be placed in a more central location; a building with a gym and meeting rooms. Are costs significantly impacted if there is no rink?
  - Decisions regarding the current building would need to be based on Council decisions that focus on costs v. needs v. desires of citizens. The context for this thinking might start with a clear statement about how much the Township could afford. Much of the debate might be limited if the Council was to say that the maximum to be spent would be \$2 Million or \$5 Million. And any cost estimates need to include post-construction operating costs. The recommendation that Mulmur develop both a renovated Honeywood CC and a new multi-use recreation facility seems a stretch. The first

question might be: would Melancthon share in the capital costs of the arena upgrade. But, more importantly, in an era where I have often heard questions about whether we can afford the arena, can we afford two facilities. The decision on that might be a good place to start.

- 4) Sharing:** Finally there is the discussion about sharing facilities. The current arena operates with a shared cost agreement with Melancthon, without which there probably wouldn't be an arena. Any new arrangements would probably need to include this sort of sharing approach in the solution proposed. There are several hockey/skating rinks in surrounding communities. Do we have formal sharing agreements with Shelburne or Orangeville, or do local users of the rinks or pools have a pay-as-you-go approach? Can Mulmur hockey players lay in those other rinks? Do some of them already do so? We have some expertise on sharing as we do this with fire, ambulance, and library services. Given our levels of need what aspects of our recreation plans could rely on shared facilities?

As I mentioned at the beginning, this note is not an extensive and it covers a lot of ground that has been discussed over the years. The Report provides a wide range of information which will require lengthy and detailed review. This is just a preliminary reaction to some of the major issues that struck me, either as they were presented, or because they weren't included. Having participated in the survey done at the beginning of this process, I was interested to see how the work was presented.

Unfortunately, after all of this work, the toughest issues still remain...what should our small community be doing in serving the recreation needs of its citizens, and what can it afford to do. And, what are the best ways to approach these complex issues while at the same time managing the various interests and the history which surrounds these decisions. Not as easy task, but it is promising that the Council has again visited these issues with a comprehensive report. However, having this information doesn't make your job any easier.

In closing, I understand that the Council Staff has recommended accepting the recommendations as presented in this Report. I assume that recommendation was made after an extensive review of the issues

raised here and elsewhere throughout the Report, reviewing the cost issues related to the various recommendations, especially the renovation of the Arena and the building of a new facility. I would appreciate receiving this analysis along with the evaluation of the impact on our tax bills of all the costs involved in carrying out the recommendations.

Thanks    Don MacFarlane



# Dufferin County Municipal Comprehensive Review Council Update





1. Update Since We Last Met
2. Revised Work Program
3. Next Steps

# Update Since We Last Met

- July 1, 2022 conformity date remains unchanged
- Project Team met with MMAH to provide update
- MMAH advised that the Official Plan Update would need to be submitted for approval 6 months prior to the deadline due to the 2022 Provincial election
- To meet this timeline we've proposed an update in two parts:
  - *Part A – Growth Plan Conformity*
  - *Part B – General Policy Updates*



# Revised Work Program (2021)

## Phase 1: Background (Q4 2019 – Q2 2020)

- Public Open House held on March 3, 2020
- Public Meeting & Special Meeting of Council (Section 26) on March 12<sup>th</sup>, 2020
- Stakeholder Advisory Committee (SAC) held on May 28, 2020

## Phase 2 (Q4 2020/Q1 2021)

- Draft Natural Heritage System Assessment
- TMP Initial Assessment
- Sustainability and Climate Change Resiliency Assessment
- Agricultural System Assessment
- GMS and Land Needs Assessment

## Phase 3 (Q1/Q2 2021)

- Transportation Assessment and Alternatives
- Draft Sustainability and Climate Change Resiliency Framework
- Meeting Cluster
- Final Sustainability and Climate Change Resiliency Framework
- Final Growth Management and Land Needs Report

## Phase 4: Growth Plan Conformity (Q3/Q4 2021)

- Draft Growth Plan Conformity Report
- Draft Transportation Master Plan
- Draft Summary and Policy Directions Report
- Meeting Cluster (incl. Stat Open House)
- Final Growth Plan Conformity Report and Implementing OPA
- Circulation to Province
- Statutory Public Meeting to consider Growth Plan Conformity Report and OPA
- Adoption by Council

## Phase 5: Policy Update (Q1 2022 to Q1 2023)

- Final Summary and Policy Directions Report
- Final Transportation Master Plan
- Circulate Draft OPA to Province
- Meeting Cluster
- Hiatus due to Provincial and Municipal Elections
- Statutory Public Meeting
- Council Adoption and submission to Province

- Prepare revised Schedule and Budget
- Continue Growth Management and Land Needs Assessment work (Q1-Q2 2021)
- Prepare Growth Plan Conformity Amendment (Q3-Q4 2021)
  - Circulate draft to MMAH and Local Municipalities
  - Public Open House, Public Meeting, Stakeholder Consultation, etc.
  - Revise draft amendment
  - Council adoption December 2021
  - Submit to MMAH January 2022
- Continue with general policy update
  - Council adoption Q1 2023 following Provincial and Municipal elections

# QUESTIONS ?



## MEDIA RELEASE

FOR IMMEDIATE RELEASE

### NVCA improves customer service during COVID-19 pandemic

UTOPIA, Ontario (February 26, 2021) – Today, the Nottawasaga Valley Conservation Authority (NVCA) released its [2020 annual report](#), which highlights the efforts to serve watershed residents quicker and more efficiently, even during the COVID-19 pandemic.

**"I am very proud of the accomplishments that our team and board of directors achieved last year," commented Doug Hevenor, CAO of NVCA.** "None of which would have been possible without the dedication of our passionate and knowledgeable **staff.**"

In 2020, **NVCA's conservation areas saw a 60% increase in visitors compared to 2019.** This led to an increase in revenue from parking fees, which went directly into maintaining trails, improving amenities, enhancing signage and many other projects to give visitors an enjoyable experience.

Several years ago, NVCA implemented online mapping and a property inquiry request form for property owners in the watershed. These tools, along with phone calls, emails and virtual meetings proved to be vital in the COVID-19 pandemic, as regulations staff were not able to meet face-to-face with permit applicants. As a result, NVCA met the Ministry of Natural Resources and Forestry's customer service timelines by 98.7% and Conservation Ontario customer service timelines by 95.2%.

**Last summer, NVCA's education team** developed a video series for families to learn about nature near their homes. Lessons include Backyard Exploration, Pond Dipping and Citizen Science. The outdoor educators also delivered live and pre-recorded virtual content to Grade 4 students from the Simcoe County District School Board.

**NVCA's forestry department** planted over 100,000 trees, while in stewardship, staff and volunteers were masked up, sterilized, armed with hand sanitizer and physical distanced while completing 29 environmental restoration projects. These include removing the Petun Dam, restoring 65.4 hectares of grasslands, restoring and rehabilitating 31 km of stream banks and shoreline.

Although most watershed monitoring work stopped due to the pandemic, NVCA partnered with the Georgian College Big Data Analytics post-graduate program to develop a database that will house and analyze 25 years of benthic macroinvertebrate (water bugs) data. The new tool will be used to help other program areas determine the impact of their projects.

Promoting that our watershed residents are safe from flooding and erosion hazards **remain a top priority for NVCA in 2020. While working from home, NVCA's planners** continued work with developers and municipalities, including reviewing natural hazard studies, environmental impact studies.

NVCA issued four flood messages and one high water levels message in 2020.

**For more information about NVCA's projects and accomplishments in last year,** download the [2020 Annual Report](#).

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

Media contact: Maria Leung, Communications Coordinator 705-424-1479 ext.254,  
[mleung@nvca.on.ca](mailto:mleung@nvca.on.ca)



March 15, 2021

To: Mayor Janet Horner and Members of Mulmur Council

Re: HEADWATERS FARM FRESH GUIDE 2021

On behalf of Headwaters Food and Farming Alliance (HFFA), we would like to thank you for your contribution in making our 2020 Headwaters Farm Fresh Guide a great success.

We are writing to you on this first anniversary of the COVID-19 pandemic. Little did we all know that last year's letter requesting funds for our guide would be so quickly outdated. With your help and in spite of everything, we were very successful with the 2020 Farm Fresh Guide. We added new farms, new information such as order online, and successfully distributed 45,000 copies in the summer issue of In the Hills magazine with an small overrun for further distribution.

Here is the Pandemic Paradox. The guide became an even more important tool for many people to source their food. The pandemic brought to the surface issues with food security and access. More people wanted to know where their food came from, who their local farmers were and how to acquire fresh, healthy food safely during COVID-19.

Many farmers in your area stepped up early on in March and April last year to provide food to their customers. They set up online stores, sourced food from neighbouring farms and created food boxes for contactless pick up. Many worked day and night to feed their communities and their growing demand. When the initial rush calmed down, they found that new customers were hooked on buying local.

The guide has become more essential than ever. Signe Ball of In The Hills Magazine, who publishes the guide and hosts the online version, reports that the number of page views on [headwatersfarm-fresh.ca](https://headwatersfarm-fresh.ca) spiked 174% in 2020 (4,970) over 2019 (1,817) with the pandemic. So far, 2021 appears to be on track to set another record. More people are discovering the Farm Fresh Guide and continue to source food there.

With all that good news and the explosion in local interest in local food, we are respectfully requesting \$500 to help cover the costs of an overrun of 5,000 print copies of this essential community asset.

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**Headwaters Food and Farming Alliance**  
**% Headwaters Communities In Action 246372 Hockley Road, Mono, ON L9W 6K4**  
**info@hffa.ca**

If you have any questions, please do not hesitate to contact us by emailing [info@hffa.ca](mailto:info@hffa.ca).

Please find attached more information below about Headwaters Food and Farming Alliance and their many projects to create a safe, healthy and knowledgeable local food system, including our Farm Fresh Guide and how it came to be.

We thank you for your support and look forward to collaborating with you in the coming years on local food and farming initiatives.

Yours sincerely,

Marci Lipman  
Co-chair of HFFA

Karen Hutchinson  
Member of HFFA Coordinating Hub

Headwaters Food and Farming Alliance (HFFA) is a community based collaborative project that is focused on creating a healthy and sustainable food system in Dufferin County and the Town of Caledon since 2012. HFFA is a project of Headwaters Communities in Action (HCIA). It is managed by an organizing committee with representatives from: Agricultural & Food Sector (3 votes); Business, Culture & Tourism (3 votes); Community Representatives (2 votes); Education (1 vote); Environmental Specialist (1 vote); Headwaters Communities in Action (1 vote); Municipal council representative (1 vote); Public Health (1 vote); and Stakeholders at Large (4 votes). HFFA has a number of projects including: Headwaters Food Charter and Action Plan launched in 2017; Farm to School Programs launched in 2014; Headwaters Farm Fresh Guide; a bi-monthly newsletter and various events and fundraisers. Our work is built on a strong foundation that includes: Headwaters Food Summits in 2012 and 2013 resulting from HCIA's Community Well-Being Report priorities; a commission report on *Growing the Food System within Headwaters Region* in 2013; and, a lengthy public process to develop the Food Charter and Action Plan from 2015 to 2017. Visit [headwatersfoodandfarming.ca](http://headwatersfoodandfarming.ca)

As part of HFFA's mandate and commitment to promote the Headwaters Food Charter, we are currently working on the 2021 edition of the Headwater Farm Fresh Guide. This essential community initiative supports the local producers and food businesses in Headwaters. The guide has been in existence since 2011 when it began as the Dufferin Farm Fresh Guide organized by Marci Lipman. It joined with Headwaters Food and Farming Alliance (HFFA) and then in 2017 with In the Hills Magazine under Signe Ball. In 2017, it became the Headwaters Farm Fresh Guide and was expanded to include all of Headwaters. A copy of the guide has been included in the summer issue of In The Hills Magazine since 2017, with an additional number of stand-alone copies printed and distributed to farms, markets and other key drop points. In addition to print copies, the guide is web and mobile friendly and hosted by In The Hills. Visit [headwatersfarmfresh.ca](http://headwatersfarmfresh.ca)

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**One year later....**

**A Message from Kim Delahunt, President & CEO of Headwaters Health Care Centre March 18, 2021**

As I reflect to one year ago, our team at Headwaters was moving quickly to respond to the declaration of the COVID-19 pandemic. Little did we know what was in store, and how much would be required from all of us to continually adapt and respond as the year continued.

In 2020, we went to great lengths to strengthen our infection prevention and control protocols to ensure that our staff and patients remained safe, we mobilized with our health care partners to coordinate the accumulation and distribution of personal protective equipment (PPE), and we worked hard to continue to provide our programs and services in the best way possible.

The year certainly presented us with challenges. With many of our outpatient programs and clinics closed for a number of months, volunteers not being able to provide the support they usually give to the hospital and the challenges our staff faced like everyone else as parents, children of elderly parents and community members, we have all certainly felt the pinch and impacts of this pandemic. Not to mention that several of our staff contracted COVID-19 themselves, we have cared for several seriously ill patients and we deployed to local long-term care homes to support their efforts to care for their elderly residents with COVID-19. These are but a few of the realities we encountered.

Yet, there were some bright spots too. One of the most heartwarming and gratifying to all of us at Headwaters has been the outpouring of support from our community. When we put out a call for PPE, our local businesses and individuals really came through. In addition, donations of food, money and other incredible gestures of generosity like art from local school children helped boost morale and lighten our hearts immensely. We are so grateful for all of that, and for the kind messages posted on social media that have helped bolster spirits during some of the toughest times we have encountered as an organization.

We are also very proud of our COVID-19 Assessment Centre and how we were able to effectively set it up so quickly and to pivot to bring it inside after several months outdoors under tents. And, despite the turmoil of the pandemic, we continued to challenge ourselves to fulfill many initiatives that had been planned prior to COVID-19; construction continued in our main entrance and throughout the hospital, we forged ahead with the development of a new integrated Health Information System with three partner hospitals that will launch later this year and we are heading into accreditation this Fall.

Today, while we are still managing through the pandemic, there is a clear sense of hope and optimism that is starting to surface with the distribution and administration of COVID-19 vaccines. Many of our staff have received either their first or even second dose of a vaccine, and community roll-out is underway. While this won't make COVID-19 go away, it provides us all with some reassurance and protection against the most devastating potential of the virus. I encourage everyone to make an



appointment when it is appropriate to do so, to help protect yourselves and your families and to help curb the spread of COVID-19. It is safe. It is effective. It will save lives.

I also want to let you know that the staff and physicians at Headwaters continue to be here for you. The majority of our programs and services are fully operational and we continue to be a safe place for you to access health care. We have so many everyday heroes across all departments who continue to show up each and every day. I am immensely proud of the work they do and to be part of the Headwaters team. I also want to extend my sincere gratitude. As I mentioned, over the past year the incredible generosity and spirit of the community has sustained us. It has reinforced our stated purpose that we are One Community, Caring Together. Thank you.

February 12, 2021

**Subject: Request for Support for Delivering Community Power**

Dear Municipal Leaders,

In 2016, the Canadian Union of Postal Workers, with a coalition of allies, launched [Delivering Community Power](#) – a visionary program for Canada Post to confront climate change, promote better access to expanded services, bring financial inclusion to unbanked and underbanked communities, and address other social inequalities – all by making the most of our existing public postal service network.

Today, while progress has been made on many of the initiatives in the vision, the situation has become more urgent. Effects of climate change are deadly and are affecting nearly every part of society all around the world. The COVID-19 pandemic has revealed the need for a more equal, more resilient society that prioritizes the health of our most vulnerable neighbours and loved ones, *before* profit. We are relying more than ever on the internet to connect people and to do our business, but rural residents are getting second-class service.

The continuing decline of letters combined with a dramatic rise in parcels from e-commerce makes it plain to see: the postal service has to adapt to a new reality. This is a great opportunity to address multiple problems at once, with a valued public infrastructure that connects everyone in their own community.

Please consider proposing the attached resolution to have your municipality endorse the campaign for expanded services, financial viability, climate action, and – all through leveraging our public postal system. The time is now!

Thank you for your support!



Jan Simpson  
National President  
Canadian Union of Postal Workers

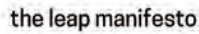
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# **DELIVERING COMMUNITY POWER**

**POSTAL SERVICE  
AND THE  
POST CARBON ECONOMY**

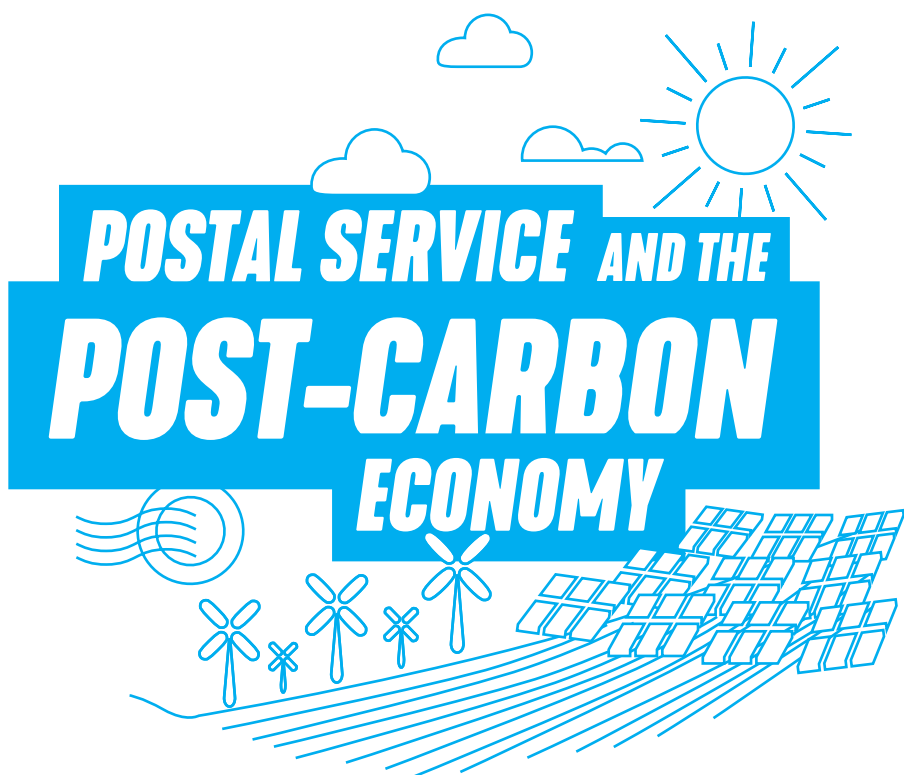
## FOUNDING PARTNERS



## COALITION MEMBERS



**DELIVERING  
COMMUNITY  
POWER**



We are at a crossroads. Our land, air and water are already feeling the effects of climate change. Economic inequality and precarious work are on the rise. Layoffs in fossil fuels extraction industries are leading to more economic uncertainty. Scientists tell us that, to prevent climate catastrophe, we must transition completely off fossil fuels in our lifetime.

Canada can run entirely on renewable electricity by 2035 and transition to a 100% clean economy by 2050. If that's what we want, we have to start now.

*“We can sometimes feel overwhelmed by the sheer number of urgent and complex issues before us. What’s beautiful about Delivering Community Power is how it takes on economic, environmental and social issues at the same time. Our post offices can become centres of community care and economic development, while bringing emissions down — this is the kind of leap we need in Canada.”*

NAOMI KLEIN





We have to make a *Just Transition* — one that takes care of the people and communities paying the price for waste and pollution, and that also improves everybody's economic and social circumstances.

## **THE POSTAL SYSTEM CAN DRIVE THIS TRANSITION.**

A just transition would create thousands of stable, well-paid jobs, help replace unsustainable fossil-fuel-based jobs, and support those who have suffered the negative impacts of polluting industries. We can reduce poverty and improve quality of life for people across the country. We can do all this while recognizing and respecting treaty and other rights of Indigenous peoples, and bringing better services to First Nations and the North. We can bring internet access, digital training and support to every corner of the country. And we can support our seniors and strengthen our communities in the process.

## **YES, WE'RE THINKING BIG. WE CAN'T AFFORD NOT TO.**

A revitalized Canada Post can lead the way; read on to see how. If you want a renewable energy infrastructure, affordable banking and financial services, diversified delivery services including food, expanded elder care and a stronger local community and economy, join the Delivering Community Power campaign today.

**JOIN THE CAMPAIGN**

**[WWW.DELIVERINGCOMMUNITYPOWER.CA](http://WWW.DELIVERINGCOMMUNITYPOWER.CA)**





# **REIMAGINING OUR POSTAL SERVICE**

Many Canadians see Canada Post as a place to mail a care package, buy stamps, pick up online purchases, or buy the latest commemorative coin. Some consider the post office past its prime: the last decade has seen efforts to cut, devalue and undermine this self-sustaining public service. But the cuts have been fiercely resisted by people across the country, and we stopped the Harper-era cuts. It's time to think about growth and not just preservation.

What if our cherished national institution, with its vast physical infrastructure and millions of daily human interactions, could offer us more? What if the post office could play a central role in building our next economy — an economy that is more stable, more equal, and less polluting?

**It's a powerful vision but we will need support to make it happen.  
*Will you join us?***

## IMAGINE...

- Charging stations for electric vehicles at post offices
- A renewable energy postal fleet
- Postal banking that provides inclusive financial services, especially to those underserved by commercial banks, like in rural and many Indigenous communities
- Door-to-door mail carriers checking in on seniors and people with mobility issues, keeping more people in their own homes for longer
- Post offices as community hubs for digital access and social innovation, connecting communities and climate-friendly businesses to customers
- A consolidated last-mile delivery service that eases congestion in urban centres and reduces the environmental impact of our cities

We want a 100% renewable economy that addresses inequality, empowers us to make change, and improves our lives.

Our post office can deliver it.

## Meet the 21st century post office

Mary is going to her rural post office in Tatamagouche, Nova Scotia, to mail a letter. Things have really changed over the past few years.

Outside, her neighbour's electric car is plugged into the post office's public charging station. Next to it, a rural mail carrier is loading food and other products into a new electric Canada Post delivery van. On the post office's roof are solar panels, and a wall display tracks how much power they're generating.

Stepping inside, Mary sees a poster for programs that make solar panels and energy-saving home retrofits available to everyone. As the clerk takes Mary's parcel at the counter, she explains that the post office is once again offering banking services, providing the community with accessible banking and helping local businesses grow and thrive.

A week later, Mary heads back to the post office to sign up for solar panels. There is a lot of activity at the post office today as a group of young students are using the free community space to network and brainstorm their ideas for the community, and sharing the space with a local artisan's pop-up retail kiosk.

On the way out, she's greeted by a postal worker who just completed his route, which included checking in with some of the local independent-living seniors and those with limited mobility.

He reminds Mary that there are more options now that the post office is helping make broadband internet available in the area, extending farther than the big for-profit telecoms are willing to go.





Canada Post's vast infrastructure and delivery network has the potential to become the hub of a green and social economy. Here's how we could do it:

- 1** Transition the Canada Post fleet to **100% renewable energy**. Canada Post has the largest public vehicle fleet in the country. Infrastructure funding and wise investment from Canada Post's profits could add to the nationwide electric vehicle charging network — supporting a general shift to low-carbon vehicles. Postal electric vehicles could use new charging stations at depots and post offices that would serve the general public too.
- 2** **Retrofit Canada Post** buildings for energy efficiency. This could create local jobs, support apprenticeships and help inspire communities to take further action on energy and resource conservation.
- 3** Offer financial services through the post office again. **Postal Banking** would diversify and stabilize Canada Post's revenues the way it has done for numerous postal services worldwide. And with some of that revenue, the postal bank could have a social service mandate: to offer a better alternative to payday loans, support local businesses, ensure financial access for people currently underserved by the banks.

*“Meeting our climate commitments requires a bold vision, and public support for that vision. By working closely with communities, Canada Post could deliver green innovation in ways that address their concerns and meet their needs.”*

DAVID SUZUKI

- 4 Expand door-to-door delivery services. **Door-to-door delivery** of parcels and lettermail by a single mail carrier reduces emissions, compared to every customer driving to pick up their mail.
- 5 **Expand services** to support seniors, people with disabilities, and others who need some support to live independently in their homes. Mail carriers, already the eyes and ears of their neighbourhoods, could check in on seniors, and connect residents to other public health and social services.
- 6 Turn post offices into **community and digital access hubs**. Local entrepreneurs can use the post office as a meeting space or pop-up shop to connect with customers, and the post office could also become a uniquely dependable showcase of local quality products. Post offices could help bring affordable internet access, and digital training and support to the 3.4 million Canadians who lack it. And in some communities the post office could be the place to use high-speed internet for those who don't have access at home.

We own the biggest  
retail network in  
the country.

*What will we do  
with it?*

**4,613**  
**TIM HORTONS**



**6,300**  
**POST OFFICES**



*Note: Some of these 6300 are full-service corporate-operated post offices, while some are franchises. All of them are contact points with people in the communities where they live and work. Combine this with the only delivery network that goes to everyone, and that's the scale of infrastructure we have to build on.*



## **WHY CANADA POST?**

What would you do if you owned...

- **The biggest chain of retail outlets in the country?**
- **A way to easily communicate and connect with every household from coast to coast to coast?**
- **A logistics network that can reach people and move materials to every corner of the world's second-largest country?**

We own it. Canada Post isn't just a mail and parcel delivery service; it's a powerful national logistics network that could address some of our most pressing challenges, such as:

- **climate change**
- **supporting an aging population to live independently**
- **providing financial services to remote and low-income communities**
- **using revenues to help fund other public initiatives.**

And the Canada Post Act, which created the service, mandates the postal service to adapt to our communications needs as they change.

*“Postal workers operate a network every day that connects everybody in the country with services that they rely on. We know our neighbours and our customers and we see their needs. The urgency for action on climate change is evident in our work. We’re proud of the service and we know its potential. We just need the support to make it a reality.”*

JAN SIMPSON

CANADIAN UNION OF POSTAL WORKERS



**For longer than Canada has been a country, Canada Post has provided the same world-class service to everyone in the country. By reinventing our post office as the engine of the next economy, we will connect people and communities into the next century.**

As lettermail decreases and parcels rise with the explosion of e-commerce, Canada Post has to respond and adapt. We can make sure that the shift serves our real changing needs, and addresses climate change too. This is the moment!

Plus, some of these ideas would even help boost Canada Post's revenues or save costs — helping to keep the service financially self-sustaining.

## **LOGISTICS IN THE DIGITAL WORLD**

The growth of the internet has had far-reaching changes on most people's lives. For Canada Post, it has led to a decline in the amount of letters delivered, but also an explosion of parcel deliveries due to online shopping. And there's the opportunity: as a cherished institution with unparalleled presence in communities large and small, the largest fleet and retail network of anyone, Canada Post could be the instrument to retool our society for a major environmental shift.

The explosion of parcels also means that in big cities worldwide, city streets are increasingly congested by deliveries. Too many different deliveries are being done by vehicles that aren't filled to capacity, adding to congestion and air pollution.

Canada Post should be used to the fullest by government to reduce traffic in major urban areas. Getting everything delivered with fewer vehicles must become a priority. Canada Post already delivers the "last mile" for many large parcel companies in many rural areas. The Belgian Post is pioneering a similar service in cities.

## INSPIRED BY INNOVATIONS IN POSTAL SERVICES WORLDWIDE

The **United Kingdom, France, New Zealand, Brazil** and **Italy** all have successful postal banking services that assist rural, remote and low income communities while providing stable revenues for the postal service. **Russia, China** and **India** are now implementing postal banking.

**Japan** expanded postal worker service to provide assistance to seniors, deliver food, check in on those with limited mobility. And they offer insurance coverage.

**Swiss Post** combined public transportation with mail transport in rural areas. The Post also offers online payment processing for businesses.

The German postal service, **Deutsche Post**, is now manufacturing an electric delivery vehicle in three sizes. They developed their own custom vehicle, the Streetscooter, specifically to deliver mail and parcels.

**Australia Post** acts as an alternative to Paypal.

**Poste Italiane** provides e-commerce services for businesses.

The **French post office** has many similarities to Canada Post — fewer letters, and an increasing number of parcels. La Poste has risen to the challenge of a changing world through embarking on the provision of new services, all the while maintaining to-the-door, six-day-a-week delivery. The French postal bank is enormously profitable, earning profits before tax of 1.1 billion Euros in 2017. But it doesn't stop there, as La Poste has embarked on new services focused on the “silver economy” — such as checking in on seniors using delivery agents.

An illustration of a green landscape. In the background, several white wind turbines are silhouetted against a light green sky. In the foreground, there are rolling green hills with a few small green trees and several white houses with dark roofs. The overall scene represents a sustainable, renewable energy landscape.

*“In Germany, many municipalities now produce more power from renewable sources than they consume — creating 400,000 new jobs in the process. Widespread local participation was the key to making that transition happen. Canada Post and postal banking can help bring this same approach to Canada, speeding the transition to renewables in ways that directly benefit local communities.”*

DR. HANS THIE  
ADVISOR TO DIE LINKE

TADZIO MUELLER  
ROSA LUXEMBURG FOUNDATION



Postal banking is relatively straightforward: like the big banks you're used to, post offices can provide everyday financial services like chequing and savings accounts, loans and insurance. In many countries, postal banks are also mandated to provide financial access for all citizens and to play a role in addressing social inequalities.

While hundreds of thousands of Canadians don't have bank accounts at all, Canada's six largest banks earned more than \$42 Billion in 2017. Access to banking is particularly limited for Indigenous communities; only 54 of 615 First Nations are served by local bank branches.

About 2 million people a year in Canada use payday lenders, which often charge interest rates of over 400%.

Every year, workers in Canada transfer billions of dollars in remittances overseas, but the cost of sending money can be as high as 20% on smaller amounts. These high rates hurt the people that depend upon them the most.

*“Rural Canada needs better services, especially in over 1200 communities where we have a public post office and there are no banks or credit unions. For example, in Welshpool, New Brunswick, people have to take a ferry to the US and then cross back into Canada just to get to a bank! Why should rural residents have to travel for hours when they could just go to their Postmaster?”*

**BRENDA MCAULEY**

**NATIONAL PRESIDENT, CANADIAN POSTMASTERS AND ASSISTANTS ASSOCIATION**

**Postal banking could provide the financial services that everyone needs at affordable rates.**

It could also be used to deliver government loans, grants and subsidies to boost renewable energy development and energy-saving retrofits. By offering banking services through its network of over 6000 postal outlets, Canada Post could overnight become the most accessible bank in the country.

## **WHAT WOULD POSTAL BANKING LOOK LIKE HERE?**

- access to financial services for everyone including savings and loan, insurance, investments
- public-interest mandate for financial inclusion
- better rates on international remittances



*“Renewable manufacturing production. Retrofitting. Better rural services. Assistance for seniors. When I look at this proposal, I see the potential for thousands of good jobs, in every community across the country. Let’s make it happen.”*

**DONALD LAFLEUR**

EXECUTIVE VICE PRESIDENT, CANADIAN LABOUR CONGRESS





### **GREEN JOBS**

Purchasing Canadian union-made electric cars and vans for the postal fleet could create jobs for auto workers and mechanics, boosting our manufacturing sector.

### **ELECTRIC VEHICLE INFRASTRUCTURE**

Turning post offices into charging stations for electric cars would help build Canada's green infrastructure.

### **DIGITAL ACCESS**

Post offices could become community internet providers in underserved areas, provide services like 3D printing, support for e-Government services like the census, and could provide connectivity through mobile devices as well.



## **FINANCING COMMUNITIES AND CLEAN ENERGY**

Providing access to credit via a postal bank to those dependent on seasonal, precarious, or low-income work can stop predatory payday lenders, while communities could access one-stop support for clean energy grants, energy-efficient heating systems, green power generation and cost-saving retrofits.

## **SUPPORTING INDEPENDENT-LIVING SENIORS**

In some locations in Canada as well as in France and Japan, postal workers check in on seniors and others who need support to live independently in their homes. We could roll out a national program to help connect Canada's aging population with healthcare and social services; deliver grocery orders; and bring peace of mind to their loved ones.

## **LOCAL BUSINESSES**

Canada Post offices could connect innovative local businesses to customers and communities through the largest retail network in the country.

## **NATION-TO-NATION CONNECTIONS AND SERVICES**

Indigenous peoples have been rising up as defenders of the land, fighting for a greater voice so as to guide us all on the path to our sustainable future. Canada Post began as a part of the colonial system — we have to recognize that as our starting point and acknowledge that Indigenous peoples have a right to reshape it and help determine its future role in connecting the peoples who live here.

Meanwhile postal and other services to First Nations, and many Métis and Inuit populations, are often lacking. Postal services themselves, which should serve all residents of this land evenly, are inconsistent, franchised out, and delivered differently in many indigenous communities. In the North, Canada Post has cut back service in many ways, including eliminating flat rate pre-paid shipping boxes, and even withdrawing services from some communities.

The federal government requires Canada Post to be financially self-sufficient, but this doesn't mean it couldn't make basic services a priority, using the postal network to promote health and equity for residents on reserves and in the North.

Canada Post used to operate the Food Mail program, which helped make healthy food more affordable in the North, but the program was replaced with Nutrition North, which subsidizes retailers instead and isn't getting reliable results. Bringing back an improved version of Food Mail could make a real difference in the health and food security of northern residents.

*“Boom and bust resource extraction has polluted our communities and spoiled much of our lands. But Indigenous peoples are at the forefront fighting for alternatives. Jobs that don’t destroy our land and water. Affordable access to renewable energy, banking services and secure healthy local food. This proposal will make a difference in First Nations and rural communities across the country.”*

**CLAYTON THOMAS-MULLER**

**STOP IT AT THE SOURCE CAMPAIGNER, 350.ORG**

Payday loans and predatory credit services take advantage of vulnerable populations, disproportionately hurting Indigenous people. Postal banking, with a mandate for financial inclusion for all, could address financial problems for many vulnerable people instead of leaving them to rely on the for-profit legal loan sharks, trapped in a cycle of debt.

Canada Post’s workforce still under-represents the Indigenous population. CUPW is working to push Canada Post to adopt more inclusive hiring practices. The Delivering Community Power vision cannot be complete until access to jobs is equitable and the systemic racism and suppression of traditional teachings is addressed. We’ll need everyone’s wisdom to make this happen.



**We know this is an ambitious package of proposals.**

With the will and energy, we could start on a few parts of the vision right away:

- **public-access EV charging stations**
- **green building retrofits**
- **promoting post offices as community hubs that are responsive to community needs**
- **senior check-in**
- **grocery delivery**

... others within a year or two:

- **electric vehicle fleet transformation, supporting canadian auto plants in producing EVs**
- **postal banking**
- **consolidated last-mile delivery**
- **bring back the Food Mail program**
- **review and improve services to First Nations and Inuit communities**
- **rural and remote high-speed internet access**

... then one day:

- **overhauled food distribution network**
- **carbon-free, renewable and self-sufficient energy network for the postal system**



## **WHAT POSTAL WORKERS ARE DOING TO REALIZE THIS VISION**

- We are building political will for change — bringing together more and more allies, municipalities, and activists to endorse the Delivering Community Power vision
- We walk the walk. CUPW has audited its own environmental footprint and identified areas to mitigate it in its buildings, its transportation, and other operations. We are ready to lead by example.
- CUPW has included the ideas in this document — postal banking, electric fleet transformation, building retrofits, and the rest — as demands in negotiations with Canada Post, putting the vision right at the heart of the union's work.
- CPAA is mobilizing with rural residents in our communities to keep rural post offices open and fight the reduction of services.
- CPAA is vigorously campaigning for postal banking and raising awareness among Postmasters, Assistants, and rural communities.
- We're working on tools for postal workers to work with local Canada Post management to pursue these ideas in their own workplaces. Direct collective action in communities helps build the political will to make a large-scale transformation. Postal workers are trying to create joint environmental committees in the workplace.

## **WHAT IS A JOINT ENVIRONMENTAL COMMITTEE?**

Joint environmental committees are a forum where workers and employers come together to analyse the environmental impact of a workplace. They then map out solutions based on the knowledge and skills of the people who know the workplace best - the workers who do the job everyday. Workers identify areas where work practices can be modified to reduce emissions, providing bottom-up solutions instead of attempted top-down solutions. In Europe, many unions have lengthy experience and successes with joint environmental committees. Autoworkers in Canada are working with the model. It's time for Canada Post to use the expertise of postal workers to make meaningful reductions in emissions.

Delivering Community Power is a bold vision for the future we want. To make it a reality, we need people across the country to let the government know it's time to act.

## WHAT YOU CAN DO:

**1**

Join us. Visit [www.DeliveringCommunityPower.ca](http://www.DeliveringCommunityPower.ca) to join the call for Canada Post to Deliver Community Power.

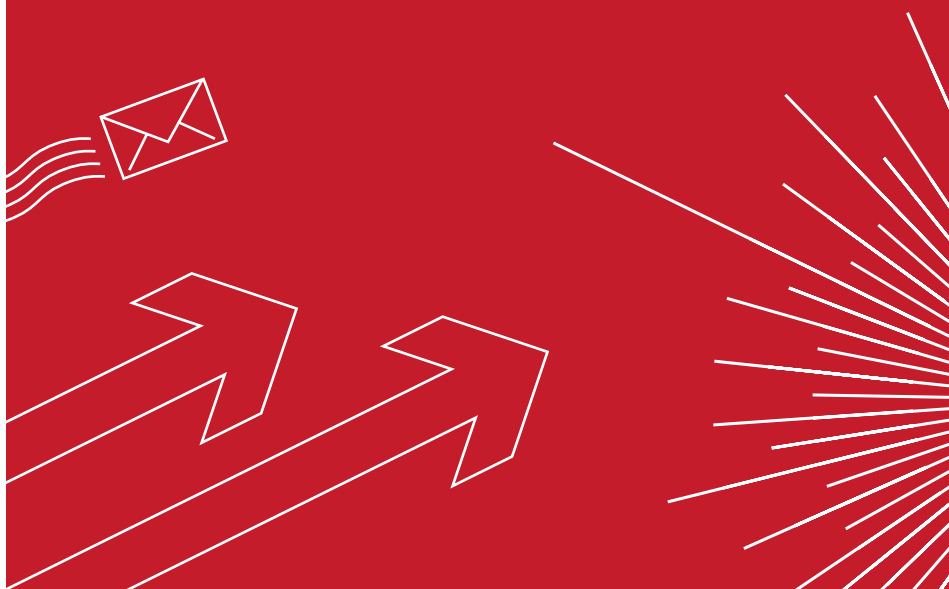
**2**

Bring the campaign to your community!

- Join or host a local event
- Collect petition signatures & show your MP that it's what voters want
- Request free copies of this booklet to share with friends, family, co-workers

**3**

Support your postal workers in their negotiations with Canada Post — they've put these proposals on the bargaining table!



**FOUNDED BY:**  
**DELIVERINGCOMMUNITYPOWER.CA**  
**CUPW.CA | PUBLICSERVICES.CA | LEAPMANIFESTO.ORG**  
**CPAA-ACMPA.CA | ACORNCANADA.ORG**

**CUPE-SCFP 1979**



AUTHORIZED BY THE OFFICIAL AGENT FOR THE CANADIAN UNION OF POSTAL WORKERS.

JULY 2019 EDITION

## Just Imagine...

- a renewable-powered postal fleet that delivers mail, parcels, groceries, and more
- a minimized carbon footprint for a network that reaches all of us every day
- an expanded role for door-to-door mail carriers that strengthens the social fabric of your community
- post offices as hubs for green innovation and community connections, connecting local services with customers, and helping fill the rural broadband service gap
- postal banking, providing financial services that are here to stay in small towns, and financial inclusion for marginalized urban communities
- Canada Post leading the green energy transition

We must move now toward a renewable and sustainable economy that addresses social inequality, respects worker democracy, and delivers the goods and services we need.

The post office can deliver it.

**[DELIVERINGCOMMUNITYPOWER.CA](http://DELIVERINGCOMMUNITYPOWER.CA)**

## SUPPORT DELIVERING COMMUNITY POWER

**Whereas** there is an urgent need for banking services among the unbanked or underbanked, given that thousands of villages and rural municipalities do not have a bank branch and more than 900 municipalities have expressed their support for postal banking;

**Whereas** thousands of Canadians do not have access to affordable high-speed Internet, and the federal government has long promised to bridge the rural broadband gap;

**Whereas** urgent action is needed to establish a robust network of electric vehicle charging stations;

**Whereas** to achieve carbon-neutral targets by 2050, Canada Post must greatly accelerate the electrification of its fleet;

**Whereas** the extensive network of post offices in our communities can provide a wide range of services as community hubs;

**Whereas** Canada Post's letter carriers and RSMCs can check-in on vulnerable residents to help keep us in our homes longer as we age;

**Whereas** Canada Post must play its part for a more equitable post-pandemic recovery;

**Whereas** “The Way Forward for Canada Post,” the report of the 2016 federal public review of the postal service, recommended that Canada Post expand services and adapt its services to the changing needs of the public;

**Whereas** the Canadian Union of Postal Workers has advanced *Delivering Community Power*, a vision of the post-carbon digital-age postal service that address the above needs and more;

**Be it resolved that** \_\_\_\_\_ endorse *Delivering Community Power*, and write to the Honourable Anita Anand, Minister for Public Services and Procurement, with its rationale and a copy of this resolution.

## MAILING INFORMATION

Please send your resolution to: Anita Anand, Minister of Public Services and Procurement, Rm 18A1, 11 Laurier Street Phase III, Place du Portage, Gatineau, QC, K1A 0S5

Please send copies of your resolution to:

Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3

Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website: <https://www.ourcommons.ca/Members/en>

*Please save this document using the name of your organization or municipality in the document's name.*

**From:** Jennifer Willoughby

**Date:** March 16, 2021 at 12:41:45 PM EDT

**Subject:** Resolution from Shelburne Council - Dufferin County SDR

Good Afternoon

At last night's Special Council meeting the following resolution was passed by Shelburne Council:

Moved By Mayor Mills

Seconded By Councillor Benotto

Council supports in principle, the recommendations specific to indoor recreation and fire services from the County of Dufferin Service Delivery Review Part A and the dissolution of the boards of management whereby each service area would be directly delivered by the Town of Shelburne;

AND THAT Staff is directed to review and outline the processes to move forward with the dissolution of the two boards and outline the estimated timelines and estimated costs in a follow up report;

AND THAT Council directs Staff to incorporate this general direction in the scope of work that would be required within the Town's Service Delivery Review, as well as Parks and Recreation Master Plan as both projects will be completed in 2021.

CARRIED, W. Mills

A copy of the CAO's report can be found on the Town's website at the following link  
<https://pub-shelburne.escribemeetings.com/Meeting.aspx?Id=f59e24a9-2acf-4231-bf4b-b30e1cfdbe1c&Agenda=Agenda&lang=English>

You can also view the proceedings of Council on the Town's YouTube channel  
<https://www.youtube.com/channel/UCsar-MwF8CXrgPbe2EVxh-w>

Thank You

**Jennifer Willoughby, Director of Legislative Services/Clerk**





March 5, 2021

Hon. Caroline Mulroney, Minister of Transportation  
5th Floor 777 Bay Street  
Toronto, Ontario M7A 1Z8

Dear Madame Minister:

I am writing to you about two issues of continuing concern to the Town of Mono.

### **Highway Traffic Act Set Fines**

On June 12, 2019 I wrote to the Chief Justice of the Ontario Court of Justice (with a copy to your predecessor Jeff Yurek) asking that she exercise her jurisdiction to raise basic set fines for speeding offences under the Highway Traffic Act. The Chief Justice responded by letter on July 16, 2019 indicating that her authority is usually exercised in response to Ministerial requests. On September 10, 2019 I wrote to you regarding set fines.

Put simply, basic set fines for speeding have not been increased in over 20 years while speeding has become increasingly epidemic on our local roads. As stated in my last letter, *'the amount of the fines should be increased to a level that will provide a deterrent commensurate with the risk such offenders pose to the safety and wellbeing of other drivers and pedestrians.'* Fine revenue only partly offsets municipal policing costs. Moreover, a precipitous decline in fine revenues has occurred over the past year with the closure of POA courts due to COVID 19.

We would ask that your government consider an immediate increase in these fines.

### **Automated Speed Enforcement**

On January 20, 2020 our Deputy Mayor, John Creelman, spoke with you about problems with restrictive regulations that effectively rule out deployment of Automated Speed Enforcement (ASE) in all but urban areas. On January 21, 2020 Mr. Creelman followed up with a detailed email addressed to Ryan Amato of your staff setting forth the specific issues. He followed up with another email to Mr. Amato in late January of this year. We also raised this issue with you during a ROMA delegation meeting.

ASE is currently permitted only in designated Community Safety Zones and where the speed limit does not exceed 79 km/h. For us to consider its deployment in areas of our town and county, we would need to lower speed limits by 1 km/h and declare long stretches of rural roads as Community Safety Zones. Both propositions are clearly absurd and should be unnecessary.

When the Province launched ASE, a spokesperson for the Premier's Office told the CBC *"Municipal governments are in the best position to determine what needs to be done in order to improve road safety on municipal roads."* We can't agree more. The Town of Mono was one of the first municipalities in Ontario to embrace contract policing with the OPP and augment its level of regular enforcement with an additional part-time officer dedicated primarily to traffic enforcement.

Last year, we contracted with the OPP for additional enforcement over and above what we've had now for 20 years. Despite this, speeding and reckless driving remain a chronic and disturbing reality on many of our roads. ASE should at least be a practical option to consider and not something out of reach due to regulations that work for Toronto but not the rest of Ontario.

Regards,



Laura Ryan  
Mayor

cc: Hon. Doug Downey, Attorney General  
Hon. Sylvia Jones, Solicitor General and MPP Dufferin-Caledon  
Mono Police Services Board  
Insp. Terry Ward, Detachment Commander, Dufferin OPP  
All Dufferin Municipalities  
Association of Municipalities of Ontario (AMO)



**Corporation of the  
Municipality of West Grey**

402813 Grey Road 4 RR 2  
Durham, ON N0G 1R0  
519-369-2200

February 24, 2021

**Re: Municipal Insurance Rates**

West Grey Council passed the following resolution at the February 16, 2021 council meeting:

The Council of the Corporation of the Municipality of West Grey hereby supports the resolution of The Municipality of Grey Highlands dated January 22, 2021 wherein they call on the Province of Ontario to review the seven recommendations of AMO to investigate the following municipal insurance issues, as insurance premiums will soon be out of reach for many communities:

1. The provincial government adopt a model of full proportionate liability to replace joint and several liability.
2. Implement enhancements to the existing limitations period including the continued applicability of the existing 10-day rule on slip and fall cases given recent judicial interpretations and whether a one-year limitation period may be beneficial.
3. Implement a cap for economic loss awards.
4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.
5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as non-profit insurance reciprocals.

6. Compel the insurance industry to supply all necessary financial evidence, including but not limited to, premiums, claims and deductible limit changes which support its own and municipal arguments as to the fiscal impact of joint and several liability.
7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General; and

That this motion be provided to the Premier of Ontario, Minister of Finance, Attorney General of Ontario, MPP for Bruce-Grey-Owen Sound and all municipalities in Ontario.

Sincerely,

Genevieve Scharback,  
Director of Administration / Clerk  
Municipality of West Grey



## NVCA March 2021 Board Meeting Highlights

Next Meeting: April 23, 2021, held virtually

For the full meeting agenda including documents and reports, visit [nvca.on.ca/about/boardofdirectors](https://nvca.on.ca/about/boardofdirectors)

### Presentation on Engineering

The NVCA has the responsibility to regulate activities in natural and hazardous areas in order to avoid the loss of life and damage to property due to flooding and erosion, and conserve and enhance natural resources.

The Senior Engineer provided an overview of **NVCA's engineering** program, which consists of three components: flood and erosion management, natural hazards and engineering services

#### Flood and Erosion Management

NVCA is on the front lines of the Provincial Flood Forecasting and Warning program, as the Province of Ontario has delegated responsibility to conservation authorities to operate a flood forecasting and warning program, as well as manage flood and erosion control structures.

Tasks include data collection, issuing flood warning messages and ice management.

#### Natural Hazards

NVCA is empowered by the *Conservation Authorities Act* to regulate development and activities in or adjacent to natural infrastructure by delineating natural hazards and develop policy to guide the management and use of natural infrastructure.

Some hazards in the Nottawasaga Valley Watershed include river hazards, shoreline hazards, unstable soils, watercourses (including municipal drains and crossings).

### Engineering Services

The engineering team also provides services to other NVCA teams and municipal partners.

For planning application reviews, the engineering department provides comments on flood and erosion hazard management, stormwater control, erosion and sediment control and low impact development.

Staff in the engineering team work closely with **NVCA's Regulations staff to ensure permit** applications comply with engineering guidelines.

### Permit application process

NVCA staff will prepare a staff report for a future Board meeting, detailing the permit application process for NVCA in relation to getting permits from municipalities.

**Ministry of the Solicitor General**

Office of the Fire Marshal and  
Emergency Management

25 Morton Shulman Avenue  
Toronto ON M3M 0B1  
Tel: 647-329-1100  
Fax: 647-329-1143

**Ministère du Solliciteur général**

Bureau du commissaire des incendies  
et de la gestion des situations  
d'urgence

25 Morton Shulman Avenue  
Toronto ON M3M 0B1  
Tél. : 647-329-1100  
Télec. : 647-329-1143



March 30, 2021

Your Worship Janet Horner  
Township of Mulmur  
758070 2nd Line East  
Mulum, ON L9V0G8

Dear Mayor:

As the Chief of Emergency Management for Ontario, it is incumbent on me to monitor, coordinate and assist municipalities with their respective municipal emergency management programs in accordance with the Emergency Management and Civil Protection Act (EMCPA). To confirm municipalities are in compliance with the EMCPA, every municipality in Ontario submits a compliance package to Emergency Management Ontario on a yearly basis.

Emergency Management Ontario (EMO) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and have determined that your municipality was compliant with the EMCPA in 2020.

The safety of all our citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. We congratulate you on your municipality's efforts in achieving compliance in 2020. I look forward to continuing to work with you to support your continued compliance on an ongoing basis.

If you have any questions or concerns about this letter, please contact our Emergency Management Field Officer assigned to your Sector; their contact information is below.

Name: TeresaAlonzi

Email: Teresa.Alonzi2@ontario.ca

Phone: 437-771-8849

Sincerely,

Teepu Khawja  
Assistant Deputy Minister and Chief, Emergency Management

cc: Steven D. Murphy - CEMC  
Teresa Alonzi - Field Officer - Bruce Sector



## THE CORPORATION OF THE TOWNSHIP OF MULMUR

### BY-LAW NO. \_\_\_\_ - 21

#### A BY-LAW TO APPOINT A CLERK AND DEPUTY CLERK FOR THE CORPORATION OF THE TOWNSHIP OF MULMUR

WHEREAS Section 228 of The Municipal Act, 2001, as amended, states that a municipality shall appoint a Clerk;

NOW THEREFORE BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR ENACTS AS FOLLOWS:

1. That Council appoints Tracey Atkinson, as Clerk for the Township of Mulmur effective immediately.
2. That Council appoint Roseann Knetchel, as Deputy Clerk for the Township of Mulmur effective April 19, 2021
3. That By-Law No. 10-2020 and 16-2020 are hereby rescinded.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 7th day of April, 2021.

.....

JANET HORNER, MAYOR

.....

TRACEY ATKINSON, ACTING CLERK





**THE CORPORATION OF THE TOWNSHIP OF MULMUR**

**BY-LAW NO. -2021**

**BEING A BY-LAW TO RESCIND BY-LAW 2-2021, BEING A BY-LAW TO  
AUTHORIZE THE TOWNSHIP OF MULMUR TO ENTER INTO A SITE PLAN  
AGREEMENT**

**(Fradley-Davis)**

**WHEREAS** section 41 of the Planning Act, 1990 provides for the execution and registration of site plan agreements to provide for additional regulation and control of development of lands that are the subject of applications for site plan approval;

**AND WHEREAS** an application and site development plan have been submitted for lands described as Part Lot 5, Concession 3, EHS, Part 2, 7R4380, and Council is satisfied that the proposed development of the lands is appropriate and in conformity with the Township's requirements;

**AND WHEREAS** the Township received confirmation from Susan Fradey Davis, dated March 27, 2021 to not proceed with the second dwelling and confirming a desire to rescind the by-law and return the security deposit, and the agreement has not yet been registered.

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

1. That By-law 2-2021 is hereby rescinded.

**PASSED** on this 7th day of April, 2021.

.....  
**JANET HORNER, MAYOR**

.....  
**TRACEY ATKINSON, ACTING CLERK**



**THE CORPORATION OF THE TOWNSHIP OF MULMUR**

**BY-LAW NO. \_\_\_\_-21**

**BEING A BY-LAW TO AUTHORIZE THE SIGNING OF A SERVICE COLLECTION  
FEE AGREEMENT 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. Council hereby authorizes the execution of a Service Collection Fee Agreement between the Corporation of the Township of Mulmur and the New Tecumseth Public Library, as in Schedule "A" attached hereto.
2. THAT Council designate the Mayor and the Clerk as signing officers on behalf of the Corporation of the Township of Mulmur.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 7th day of APRIL, 2021.

.....

JANET HORNER, MAYOR

.....

TRACEY ATKINSON, CLERK

24 February 2021


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

Hello Tracey,

We have calculated that the number of active users for your municipality for 2021 is 130.

As previously mentioned, we are proposing a 2% increase on the user fees from last year. Therefore the amount owing for 2021 will be **130 x \$35.85 = \$4660.50.**

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 ([gpeters@ntpl.ca](mailto:gpeters@ntpl.ca)). Thank you for your attention.



Graeme Peters  
CEO, New Tecumseth Public Library

## AGREEMENT

**THIS AGREEMENT MADE IN DUPLICATE THIS 6th DAY OF FEBRUARY 2021  
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 (\$2.00) 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 \$35.85 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 \$35.85.
- 2) The total sum payable to the Library Board directly by the Township for the year 2021 in accordance with Section 1 of this agreement is 130 users x \$35.85= \$4,660.50, which shall be paid in 3 installments on or before the thirtieth day of May 2021, on or before the thirtieth day of June 2021, and the balance on or before the thirtieth day of September 2021.
- 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 2021 and remain in full force and effect for a period of one (1) year (January 1<sup>st</sup>, 2021 to December 31<sup>st</sup>, 2021).
- 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

  
\_\_\_\_\_  
GRAEME PETERS, C.E.O.

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

***MULMUR***

<b>2021</b>	<b><i>Fee / User</i></b>	<b>\$35.85</b>
	<b><i># of Users</i></b>	<b>130</b>
	<b><i>Total Fees</i></b>	<b>\$4,660.50</b>



## **THE CORPORATION OF THE TOWNSHIP OF MULMUR**

### **BY-LAW NO. - 2021**

#### **BEING A BY-LAW TO PROHIBIT THE STOP UP AND CLOSURE OF ROAD ALLOWANCES.**

WHEREAS, Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that a Municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Municipal or any other Act;

AND WHEREAS, Section 28 (2) of the Municipal Act, S.O. 2001, c.25, as amended, gives a municipality jurisdiction over all road allowances located in the municipality that were made by the Crown surveyors; and all road allowances, highways, streets and lanes shown on a registered plan of subdivision.

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

1. THAT the Township of Mulmur Council will no longer consider any requests for stop up and closure of road allowances, which includes any road allowance closures that have had initial approval of Council but have not proceeded to the public meeting stage.

PASSED on this 7th day of APRIL, 2021.

.....

JANET HORNER, MAYOR

.....

TRACEY ATKINSON, ACTING CLERK



## BY-LAW NO. XX-21

### (Special Event, Motor Vehicle Racing and Rally)

A by-law of the Township of Mulmur respecting the permitting, regulating and governing of special events on public and private property, prohibiting the racing of motorized vehicles on both public and/or private lands and repealing by-law 22-18.

**WHEREAS** the Township's Official Plan generally prohibits the racing of motorized vehicles on both public and private lands,

**AND WHEREAS** in certain instances, *special events* and the operation of motorized recreational vehicles on public and private lands through *rallies* may be appropriate;

**AND WHEREAS** Council deems it appropriate to regulate *special events* and *rallies* and prohibit races to ensure public safety and control noise, traffic, odour, and nuisance; to mitigate negative impacts on the community; and to ensure that the Township is able to prepare and respond where necessary;

**AND WHEREAS** Section 8 through 11 of *the Municipal Act*, S.O. 2001, c. 25, as amended, confer broad authority on a Township to govern its affairs as it considers appropriate and to pass by-laws to regulate or prohibit matters within its jurisdiction;

**AND WHEREAS** Section 429 of *the Municipal Act*, S. O. 2001, c.25 as amended, permits a municipality to establish a system of fines for offences under a by-law passed under *the Municipal Act*.

**AND WHEREAS** Section 434.1 of *the Municipal Act*, S. O. 2001, c.25 as amended, permits a municipality to require a person to pay an administrative penalty if the municipality is satisfied that the person has failed to obey a by-law of the municipality.

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



## 1. DEFINITIONS

In this By-law:

- a) “highway” means a common and public highway, including a Provincial highway, County road, Municipal road, street, forced or deviation road or road allowance, regardless of whether it is maintained or not maintained as a public thoroughfare.
- b) “season sales” means any building, structure that has not been approved through a municipal approval and building permit or a vehicle, trailer, tent or cart that is intended to provide for the sale of food, beverages or goods to the public on a seasonal basis.
- c) “motor vehicle” means any vehicle propelled or driven otherwise than by muscular power and without limiting the generality of the foregoing, includes an automobile, motorcycle and all-terrain vehicle, but does not include a snowmobile operated on public or private land with the permission of the landowner, or on a trail operated by a snowmobile club.
- d) “race” means a contest in which two or more persons attempt to operate their motor vehicles on public and/or private land or on a highway so as to:
  - i) complete a designated route in a specific time period or,
  - ii) reach a specified destination within a specified time period or the fastest time.
- e) “rally” means a contest in which two or more persons attempt to operate their motor vehicles on public and/or private land or on a highway so as to:
  - i) complete a designated route in accordance with a set of instructions, or;
  - ii) earn points or obtain awards or rewards based on how the motor vehicle is operated;

but, for clarity, shall not include a driving or sightseeing tour of the countryside, or a tour of fine homes, or a restaurant tour or birdwatching tour, or an artists or crafts tour or any other such similar, organized event on or involving a highway.
- f) “*special event*” means an organized event attended by than 50 people within a given day, that is not a *race* or *rally*, but that:
  - a. is conducted on public and/or private land or on a *highway* within the *Township*;
  - b. shall include but not be limited to: sporting and leisure events, wedding hosting, fundraisers, permanent garage sales, flea markets, concerts, festivals and community gatherings.

An event that meets the above criteria shall be considered a *special event* regardless of whether or not an admittance is charged; and whether or not it is non-profit or a commercial activity; and regardless of whether or not it is a private event or open to the general public.

g) "Township" means the Corporation of the Township of Mulmur.

## **2. INTERPRETATION**

- (1) This By-law includes the Schedules annexed hereto and the Schedules are hereby declared to form part of this by-law.
- (2) Where the time for doing any act or taking any proceeding expires on a Saturday, Sunday or Public Holiday, the act or proceeding may be done or taken on the next workday except as provided otherwise in this by-law.
- (3) Wherever this by-law refers to a person with reference to gender or the gender neutral, the intention is to read the by-law with the gender applicable to the circumstances.
- (4) The reference to a day or days in this by-law shall mean a calendar day or days, unless the by-law specifically indicates otherwise.
- (5) Headings are inserted for ease of reference only, form no part of this By-law, and shall not effect in any way the meaning or interpretation of the provisions of this By-law.

## **3. PROHIBITION**

No person shall organize, hold, participate in or permit on land owned by the said person, a *race*, as defined herein, within the *Township*.

## **4. EXEMPTIONS**

This By-law shall not apply to the following:

- a) events organized by the *Township*;
- b) events held at locations which are properly zoned and designated for the event and that meet all other provisions of this by-law;
- c) events which are covered under a separate agreement with the Township, such as a facility rental agreement;
- d) weddings hosted by a family member; family celebrations and family reunions; and
- e) organized walks and runs.

## **5. REGULATIONS**

No person shall hold or permit to be held a special event or rally within the Township, unless the Township has authorized the special event or rally. Prior to the Township authorizing a special event or rally, the organizer shall consult with the Clerk or designate and submit an application to the Township, including a completed application form.

## **6. APPLICATION**

Applications for special events or rallies that have the potential for noise impacts, as determined by the Clerk, and are open to the general public or include ticket sales, shall require approval of the Council of the Township of Mulmur. All other requests may be considered by the Clerk or designate.

A rally or a special event other than a race may be considered by the Township provided the following requirements, have been satisfied;

- (1) A complete special event or rally application has been submitted to the Township, accompanied by the non-refundable fee, as per the Township Fees and Charges By-law., a minimum of 90 days prior to the special event or rally.
- (2) Written authorization from the landowner, where the applicant is not the landowner, of all lands associated with the special event or rally;
- (3) Where the Township deems it necessary, the applicant has provided such securities as the Township may require.
- (4) The following conditions shall be met 30 days prior to the event, as determined by the Clerk:
  - (a) a site plan,
  - (b) traffic plan, if required;
  - (c) satisfactory proof that the applicant is eighteen (18) years of age or older;
  - (d) written confirmation that the owner(s) and occupant(s) of the property on which the special event is to be held have knowledge of and consent to the special event;
  - (e) proof of insurance. In an amount not less than 2,000,000.00, with the Township of Mulmur listed an additional insured;
  - (f) Written Confirmation from the Conservation Authority indicating no objections and that the event does not require a permit, if applicable;
  - (g) Written confirmation from the Chief Building Official and/or Fire Chief indicating no objections and that the event does not require a permit, if any structures will be erected specifically for the event;

- (h) the quantity and type of any commercial vehicles and heavy vehicles, as defined under the Highway Traffic Act, and the quantity of vehicles that are proposed to be included or used in the special event, if applicable;
  - (i) the quantity and type of all cooking, heating, sound and lighting equipment, stages, bleachers, tents, amusement rides, dunk tanks, heating equipment, generators and any other specialized equipment to be used during the special event, including the type of fuel used to operate the equipment and fuel storage plans, if applicable;
  - (j) If applicable, notice of the event circulated to Fire Chief, Emergency Medical Services, Ontario Provincial Police, Public Health Unit and Chief Building Official;
  - (k) any other information the Clerk and/or Council deems necessary in the circumstances, including the production of plans and specifications.
- (5) The information and plans provided by the applicant under subsection (4) shall be to the satisfaction of the Clerk and/or Council.
- (6) The onus of obtaining the necessary information, plans or specifications required under this Section, including a consent to hold a special event in a particular location on private property, is solely on the applicant and is at the applicant's cost.
- (7) If in the opinion of the Clerk and/or Council, the consultations and/or application under section 5 disclose any reason to believe that the carrying on of the special event may result in a breach of this by-law, another by-law or law, may give rise to a nuisance or may be adverse to the public interest, to public health safety, or the protection of persons and property, the Clerk and/or Council may refuse approval of the permit or may approve it with modifications or conditions as necessary in the circumstances.
- (8) Once the application and all required documents have been provided, the Clerk shall consider the application and if applicable, provide to Council for approval. The applicant shall then be notified whether a permit will be issued. No permit shall be valid until the applicable conditions of issuance have been fulfilled.
- (9) A permit issued pursuant to this by-law is not transferrable, and is only valid for the specific applicant, special event, date, time and location listed on the permit, or alternative dates listed on the permit, if any
- (10) A separate permit shall be obtained for each special event.

- (11) The issuance of a permit for a special event does not represent a commitment or a promise by the Township or the Clerk to issue a permit for any subsequent, continuing, or similar event.

## **7. AGREEMENT**

The applicant shall complete the Municipality's application form, substantially in the format as the application form attached as Schedule "A", attached to and forming part of this by-law, which, once signed on behalf of both the applicant and Township shall form an agreement. Council hereby authorizes the Clerk (or designate) to execute such agreements from time to time, in accordance with the provisions of this by-law. Any substantial changes to Schedule "A" shall be approved by a motion of the Council of the Township of Mulmur.

## **8. PERMIT REQUIRED FOR SPECIAL EVENTS AND RALLIES**

No person shall hold or carry on, or permit to be held or carried on, a special event or rally unless such special event is held or carried on under the authority of a valid permit issued under this by-law by the Clerk, and in compliance with any conditions set out therein.

## **9. REVOCATION OR MODIFICATION OF PERMIT**

- (1) The Clerk is authorized to modify or to revoke a permit at any time if there are reasonable grounds to believe that the holding or continuation of the special event:
  - (a) poses a danger to the health and safety of any person;
  - (b) poses a danger to property;
  - (c) is not in the public interest; or is in contravention of this by-law or of a permit.
- (2) In the case of a revocation, the Clerk shall immediately inform the permit holder or the permit holder's representatives of the revocation and the reasons for it by means of contacting the permit holder at the address or via the contact information provided in the permit application.

## **10. INDEMNIFICATION AND INSURANCE**

- (1) Prior to the issuance of a permit, every applicant shall file with the Clerk proof of Commercial General Liability insurance acceptable to the Township and subject to limits of not less than two million dollars (\$2,000,000.00) inclusive per occurrence for bodily injury, death and damage to property including loss of use thereof, for the duration of the special event.

- (2) Clerk is authorized to vary the insurance requirements of this Section in relation to a special event subject to consultation with the applicant and/or their insurance provider.

## **11. GENERAL ADMINISTRATIVE AND REGULATORY PROVISIONS**

- (1) No person shall give false or incorrect information for the purposes of obtaining a permit.
- (2) Every permit holder shall notify the Clerk in writing of any change in any of the information contained in, or provided with, the permit application within two (2) days of the change. In any case, no changes shall be permitted following the issuance of a permit without express written authorization of the Township.
- (3) Every person applying for or holding a permit issued pursuant to this by-law shall, in such application or in carrying on the special event for which a permit is issued, be governed by this by-law and comply with all other municipal by-laws and provincial and federal statutes and regulations.
- (4) Every permit holder shall comply with any condition imposed in a permit and any regulation and condition of this by-law, including its Schedule.
- (5) Every permit holder shall produce a permit for inspection when directed to do so by either the Director of Public Works, a Municipal Law Enforcement Officer or a police officer.
- (6) Every permit holder shall be responsible for obtaining all required permits, licenses or other authorizations, and for paying all applicable fees, that may be required by any level of government or from any agency in relation to the special event.
- (7) Every permit holder shall ensure that all equipment and structures used for the special event are safe and used for their intended use, are purpose-built, and are properly and lawfully installed, inspected, used and dismantled by persons who have been trained as to their installation, inspection, use and dismantling.
- (8) No person shall affix or place any banner, sign, material, or other item on private property or on Township property as part of a special event unless:
  - (a) Written permission has been received; and
  - (b) the banner, sign or other item does not pose a hazard for vehicular or pedestrian traffic on the highway or for persons on adjacent property; and,
  - (c) the placement of such sign, banner, material or item complies with all Township by-laws regulating the placement of signs and the use and care of roadways.

- (9) Unless such change is approved in writing by the Clerk, no permit holder shall carry on a special event or allow it to be carried on:
  - (a) outside the confines of a site as specified on the application for the permit or the permit,
  - (b) at a location not specified on the permit,
  - (c) on a date not specified on the permit, or
  - (d) at a time not specified on the permit.

## **12. INSPECTIONS**

- (1) The Clerk, a Municipal Law Enforcement Officer or police officer each are authorized to enter on any land at any reasonable time for the purposes of conducting an inspection of a special event, including during the set-up, occurrence or dismantling of the special event, in order to ensure compliance with this by-law and any conditions of a permit.
- (2) During an inspection conducted under Section 12 (1), the Clerk, the Chief of Police, or a by-law Municipal Law Enforcement Officer may himself or herself or with the assistance of any other person:
  - (a) require the production for inspection of any document or anything relevant to the inspection;
  - (b) require the production of information relevant to the inspection; and,
  - (c) make examinations or take tests, samples or photographs necessary for the inspection.
- (3) No person shall hinder or obstruct the Clerk, a Municipal Law Enforcement Officer or Police officer or any person assisting them during an inspection.

## **13. GENERAL**

- (1) Due to the scale, duration, past issues and potential impacts or any other concerns, the Township may refuse an application for a *special event* or *rally*. An applicant may apply to the Township for a Temporary Use of lands or buildings under section 39, Temporary Use Provisions of *the Planning Act*, R.S.O. 1990, C.P. 13, as amended.

## **14. OFFENCES AND PENALTIES**

- (1) Every person who contravenes a provision of this by-law may be required to pay an administrative penalty in the amount of \$500. Any person who is required to pay such an administrative penalty shall not be charged pursuant to this by-law for the same contravention.



- (2) If an administrative penalty imposed under the preceding subsection is not paid within 15 days after the day that it becomes due and payable, the Township may add the administrative penalty to the tax roll for any property in the Township for which all of the owners are responsible for paying the administrative penalty and collect it in the same manner as municipal taxes.
- (3) Every person who contravenes any provision of this by-law is guilty of an offence as provided for in subsection 429(1) of the Municipal Act, 2001, and all such offences are designated as continuing offences as provided for in subsection 429(2)(a) of the Municipal Act, 2001.
- (4) Any Person who contravenes a provision of this by-law shall be guilty of an offence and, upon conviction, shall be liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990, C. P.33, as amended, and as set out below:
  - (a) Upon a first conviction, a fine of not less than \$1,000 and not more than \$3,000.00 per day that the offence continues.
  - (b) Upon a second or subsequent conviction, a fine of not less than \$1,000.00 and not more than \$5,000.00 per day that the offence continues.

## **15. COLLECTION OF UNPAID PENALTIES AND FINES**

- (1) Where a fine is in default, the Township may proceed with civil enforcement against the Person upon whom the fine has been imposed, pursuant to the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33.
- (2) The Township may make a request to the treasurer to add any part of a fine that is in default to the tax roll for any Property in the local municipality for which all of the owners are responsible for paying the fine, and to collect it in the same manner as municipal taxes.

## **16. CONTINUATION, REPETITION PROHIBITED BY ORDER**

- (1) The court in which a conviction has been entered, and any court of competent jurisdiction thereafter, may make an Order prohibiting the continuation or repetition of the offence by the Person convicted, and such Order shall be in addition to any other penalty imposed on the Person convicted.

## **17. SEVERABILITY**

It is declared that if any section, subsection or part or parts hereof be declared by any Court of Law to be illegal or ultra vires, such section, subsection or part or parts shall be deemed to be severable and all parts hereof are declared to be separate and independent and enacted as such.

## **18. REPEALED**

By-law Number 22-2018 is hereby repealed.

## **19. FORCE AND EFFECT**

This By-law shall come into force and take effect on the date of passage hereof.

READ A FIRST AND SECOND TIME AND FINALLY PASSED ON THE    DAY OF  
\_\_\_\_\_ 2021.

.....  
MAYOR.

.....  
ACTING CLERK.



## SCHEDULE "A" TO BY-LAW XX-21

### FOR OFFICE USE ONLY

Fee: \$ \_\_\_\_\_ Date  
Received: \_\_\_\_\_

Roll Number: \_\_\_\_\_

### AGREEMENT FOR A SPECIAL EVENT, MOTOR VEHICLE RACING AND RALLY

(As required by By-law XX -21)

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

BETWEEN

Hereinafter called the "applicant"

OF THE FIRST PART

AND

THE TOWNSHIP OF MULMUR

Hereinafter referred to as the "Municipality"

OF THE SECOND PART

DATED THIS \_\_\_\_\_ OF \_\_\_\_\_, 20\_\_\_\_

WHEREAS, the applicant is organizing a *special event or rally*;

AND WHEREAS By-Law XX-21 regulates *special events* and rallies and provides that the Municipality may enter into an agreement with respect to a *special event* and/or *rally*;

AND WHEREAS the *special event* and/or *rally* is anticipated to have approximately \_\_\_\_\_ attendees, including spectators, officials and participants.

NOW THEREFORE THIS AGREEMENT WITNESSETH that the parties hereby covenant and agree as follows:

1. The applicant agrees to run the *special event* or *rally* as set out in the table below:

<b>Location of Special Event or Rally</b>	
<b>Date(s)</b>	
<b>Time(s)</b>	
<b>Owner of Special Event or Rally location</b>	
<b>Property Owner Contact</b>	
<b>Description of Special Event or Rally, including route information</b>	

2. Written authorization from the landowner(s), where the applicant is not the landowner, of all lands associated with the special event or rally;
3. The applicant agrees to provide proof of insurance a minimum of 30 days prior to the *special event* or *rally* that includes liability coverage for the Township, as an additional insured, in the amount of a minimum of \$2,000,000.00 per occurrence and in a form approved in advance by the Township.  
  
The applicant agrees to provide notification by mail to landowners within 120 metres for events with invited guest only in attendance and minimal noise impacts and 500 metres for all other events to the *special event* site or *rally* destination and adjacent or abutting to *rally* route, with details sufficient to satisfy the Municipality, at least 30 days in advance of the *special event* or *rally*.
4. The applicant agrees to provide notification to the Fire Chief, EMS, OPP, Public Health Unit and Building Department with details sufficient to satisfy the Municipality, at least 30 days in advance of the special event or rally, If applicable.
5. The applicant agrees to provide adequate off-road parking and a traffic plan for the *special event* or *rally*, if applicable.
6. The applicant agrees to provide dust and noise control to the Municipality's satisfaction, if applicable.
7. The applicant agrees to provide a site plan to the Municipality's satisfaction.

8. The applicant acknowledges and agrees that the requirements of all other applicable statutes, regulations and by-laws (e.g. the noise by-law, fire by-law, etc.) must be adhered to.
9. The applicant agrees that it shall not be entitled to use municipal property, including roads, facilities and parks without the identification of such property being explicitly included within this agreement.
10. The applicant agrees that the Municipality shall have the right to collect any funds necessary to rectify any consequences of the special event or rally.
11. The applicant agrees to provide confirmation that a permit is not required from the Conservation authority, or where a permit is required, a copy of the permit shall be provided to the Municipality at least 30 days in advance of the special event or rally.
12. Written confirmation from the Chief Building Official and/or Fire Chief indicating no objections and that the event does not require a building permit if any structures will be erected specifically for the event or where a permit is required, a copy of the permit shall be provided to the Municipality at least 14 days in advance of the special event or rally;
13. The quantity and type of any commercial vehicles and heavy vehicles, as defined under the Highway Traffic Act, and the quantity of vehicles that are proposed to be included or used in the special event, shall be provided to the Municipality at least 30 days in advance of the special event or rally, if applicable.
14. The quantity and type of all cooking, heating, sound and lighting equipment, stages, bleachers, tents, amusement rides, dunk tanks, heating equipment, generators and any other specialized equipment to be used during the special event, including the type of fuel used to operate the equipment and fuel storage plans, shall be provided to the Municipality at least 30 days in advance of the special event or rally, if applicable.
15. Where documentation is to be provided or notice is required under this agreement, it shall be delivered as specified by the Clerk.
16. The Event or property can be inspected at any time
17. Agrees that the permit may be modified or revoked at any time if there are reasonable grounds to believe that the holding or continuation of the special event poses a danger to the health and safety of any person, poses a danger to property; is not in the public interest; or is in contravention of this by-law or of the permit.

Applicant Name: \_\_\_\_\_

Organization: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Municipality:

Township of Mulmur, 758070 2<sup>nd</sup> Line East, Mulmur, ON, L9V 0G8

Fax: 705 466-2922

I the undersigned am the authorized agent and/or the applicant. My signature certifies that I have read and do understand the permit regulations attached to this application form, and agree to abide by these regulations.

\_\_\_\_\_  
**Signature of Applicant/Authorized Agent** **Date**

\_\_\_\_\_  
**Signature of Municipal Office Representative** **Date**

THE CORPORATION OF THE TOWNSHIP OF MULMUR



BY-LAW NO. \_\_-2021

BEING A BY-LAW TO AMEND BY-LAW 43-05  
BEING THE TRAFFIC BY-LAW

**WHEREAS** the Municipality has a Traffic and Roads By-Law;

**AND WHEREAS** it is desirable to amend By-law 43-05, to include changes to the maximum rate of speed on roads within the Township of Mulmur.

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

1. That By-Law 43-05 is amended by the following:

**Schedule "F" (Maximum Rate of Speed 50 km/hr)**

*Add*

Column 1 (Name of Road)

5<sup>th</sup> Line EHS

Column 2 (Section of Road)

From a point 200 metres north of the intersection of 5<sup>th</sup> line EHS and Big Tree Circle south to 17 Sideroad

17 Sideroad

From 5<sup>th</sup> line EHS to Dufferin County Road 18

**Schedule G (Maximum Rate of Speed 60 km/hr)**

*Remove*

Column 1 (Name of Road)

17 Sideroad  
5<sup>th</sup> line

Column 2 (Section of Road)

350 metres east of the 5<sup>th</sup> line  
350 metres north of 17 Sideroad

2. Section 12, Exemptions & Permits (1) (e) Public Utility Vehicles be replaced with Hydro One Vehicles.



3. This by-law shall become effective upon the erection of required signage.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 7th day of April 2021.

.....  
JANET HORNER, MAYOR

.....  
TRACEY ATKINSON, ACTING CLERK

DRAFT



## THE CORPORATION OF THE TOWNSHIP OF MULMUR

### BY-LAW NO. \_\_\_\_\_ - 2021

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS  
OF THE COUNCIL OF THE CORPORATION OF THE  
TOWNSHIP OF MULMUR FOR APRIL 7, 2021

**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 7<sup>th</sup> day of APRIL 2021.

.....  
JANET HORNER, MAYOR

.....  
TRACEY ATKINSON, ACTING CLERK