



COUNCIL AGENDA

August 3, 2022 – 9:00 AM

MEETING DETAILS

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

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

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

Meeting ID: 848 2998 8171

Page

1.0 CALL TO ORDER

2.0 LAND ACKNOWLEDGEMENT

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

5

2.1 OATH OF OFFICE – ANDREW CUNNINGHAM

3.0 APPROVAL OF THE AGENDA

Recommendation: THAT Council approve the agenda.

6

4.0 MINUTES OF THE PREVIOUS MEETING

Recommendation: THAT the Minutes of July 6, 2022 are approved.

5.0 DISCUSSION ARISING OUT OF THE MINUTES

6.0 DISCLOSURE OF PECUNIARY INTERESTS

7.0 PUBLIC QUESTION PERIOD

8.0 PUBLIC MEETINGS - NONE

9.0 DEPUTATIONS AND PRESENTATIONS

9.1 Mulmur's Best Burger Competition (Winner to be announced)

16

9.2 Rob Russell: Bremont Homes and Perfect Communities – 9:15 am

- 22 **9.3 Gord Feniak : Mansfield Water System – 9:30 am**
- Recommendation: THAT Council receive the report of RJ Burnside.
- 26 **9.3 Mai Abdou, PSD Citywide Inc.: Asset Management Plan -10:15 am**
- Recommendation: THAT Council approve the Asset Management Plan as presented.
- 10.0 PUBLIC WORKS - none**
- 11.0 RECREATION**
- 118 **11.1 NDCC Grant**
- Recommendation: THAT Council direct staff to research and apply for grants that would provide for a retrofit of the NDCC.
- 12.0 TREASURY**
- 121 **12.1 Township Procurement Policy**
- Recommendation: THAT Council receive the report of Heather Boston, Treasurer, Procurement Policy Update.
- 122 **12.2 Council Renumeration**
- Recommendation: THAT Council receive the report of Heather Boston, Treasurer, Council Remuneration Review.
- 13.0 ADMINISTRATION**
- 123 **13.1 Canine Control Agreement**
- Recommendation: THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Canine Control.
- 124 **13.2 Election Signs**
- Recommendation: THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Election Sign Placement.
- 126 **13.3 Next Generation 9-1-1 Agreement**
- Recommendation: THAT Council receive the report of Tracey Atkinson, CAO/Clerk/Planner, Next Generation 9-1-1 Agreement.

14.0 PLANNING - none

15.0 COMMITTEE MINUTES AND REPORTS

- 128 **15.1 Dufferin County Council Minutes: June 9, 2022**
- 144 **15.2 Dufferin County Council Minutes: July 14, 2022**
- 161 **15.3 North Dufferin Community Centre Board Minutes: July 7, 2022**
- 165 **15.4 Mulmur-Melancthon Fire Board Minutes: July 12 2022**
- 168 **15.5 Rosemont Fire Board Minutes: May 10, 2022**
- 171 **15.6 Police Service Board Minutes: July 27, 2022**

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

16.0 INFORMATION ITEMS

- 174 **16.1 RAW Materials Company**
- 177 **16.2 Shelburne & District Fire Department 2021 Annual Report**
- 193 **16.3 Rosemont & District Fire Department 2021 Annual Report**
- 221 **16.4 Mulmur-Melancthon Fire Department 2021 Annual Report**
- 226 **16.5 Ministry of the Solicitor General: Pet Safety**
- 16.6 2022 2nd Quarter Financial Report**
- 228 **16.7 Dufferin County Climate Change Adaptation Planning Project**
- 232 **16.8 Dufferin County Development Charges Notice of Passing**
- 271 **16.9 Dufferin County Climate Caucus Motion**
- 272 **16.10 Town of Thessalon: Climate Emergency Endorsement**
- 273 **16.11 Request to Post Meeting Recording**
- 274 **16.12 Nottawasaga Valley Conservation Authority 2021 Annual Report**
- 275 **16.13 Community Safety and Well-Being Plan 2021, Annual Report**
- 298

Recommendation: THAT Council receives the information items as copied

- 314 **16.14 City of Owen Sound Resolution: Removal of Municipal Councillors**
- 315 **16.15 City of Cambridge Resolution: Build it Right the First Time**
- 319 **16.16 Municipality of Tweed Resolution: Ontario Wildlife Damage Compensation Program**

Recommendation: THAT the following items be endorsed: _____

17.0 CLOSED SESSION - NONE

18.0 ITEMS FOR FUTURE MEETINGS

- 18.1 Town of Orangeville Towing By-law**
- 18.2 Gravel Pit Reserves**

Page

19.0 NOTICE OF MOTION

322 **19.1 Councillor Clark Notice of Motion**

20.0 PASSING OF BY-LAWS

327 **20.1 Amending By-law Appointing By-law Enforcement Officers**
328 **20.2 Amending By-law for Signs and other Advertising Devices**
329 **20.3 By-law to Enter into an Agreement for Next Generation 9-1-1 Services**
336 **20.4 Procurement of Goods and Service By-law**
356 **20.5 Council Remuneration By-law**
358 **20.6 Confirmatory By-Law**

Recommendation: THAT By-Laws 20.1 to 20.6 be approved.

20.0 ADJOURNMENT

Recommendation: THAT Council adjourns the meeting at _____ to meet again on September 7, 2022, or at the call of the Chair.



758070 2nd Line E
Mulmur, Ontario
L9V 0G8

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

August 3, 2022

DECLARATION OF OFFICE

(Section 232 of the *Municipal Act, 2001*)

I, Andrew Cunningham, having been appointed to the office of Councillor in the municipality of the Township of Mulmur do solemnly promise and declare that:

1. I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.
2. I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.
3. I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act*.
4. I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second.

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me
at the Township of Mulmur
in the County of Dufferin
this 3rd day of August 2022

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Andrew Cunningham

Tracey Atkinson, CAO/Clerk



COUNCIL MINUTES

July 6, 2022
9:00 A.M.

Council Present: Mayor Horner, Deputy Mayor Hawkins, Councillor Boxem, Councillor Clark

Staff Present: Tracey Atkinson – CAO/Clerk/Planner, Heather Boston - Treasurer, John Willmetts, Director of Public Works, Roseann Knechtel - Deputy Clerk

1.1 CALL TO ORDER

The Mayor called the meeting to order at 9:01 a.m.

2.0 LAND ACKNOWLEDGEMENT

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

3.0 APPROVAL OF THE AGENDA

Moved by Hawkins and Seconded by Clark

THAT Council approve the agenda.

CARRIED.

4.0 MINUTES OF THE PREVIOUS MEETING

Moved by Boxem and Seconded by Clark

THAT the Minutes of June 1, 2022 are approved.

CARRIED.

5.0 DISCUSSION ARISING OUT OF THE MINUTES - NONE

6.0 DISCLOSURE OF PECUNIARY INTERESTS - NONE

7.0 PUBLIC QUESTION PERIOD

A question was received regarding the transparency of item 20.3 of the Procedural By-law only noting the theme of questions and not the responses.

Direction given to staff to amend Procedural By-law to include responses to public questions.

8.0 PUBLIC MEETINGS

8.1 Council Vacancy

Mayor Horner welcomed the public and provided a brief statement to explain the purpose of the meeting and general order of the proceedings to be followed.

The Clerk provided the Mayor with the following list of names drawn by lot who have indicated their interest in being appointed to the vacancy of Councillor:

- Manoj Singh
- Andrew Cunningham
- Barry Smith
- Daryl Stansfield
- Kim Lyon
- Timothy Trafananko
- Leah Pressey

Moved by Hawkins and Seconded by Clark

THAT the following individuals, who have signified in writing that they are legally qualified to hold office and consented to accept the office if they are appointed to fill the vacancy, be considered for appointment to fill such vacancy.

CARRIED.

Candidates were sequestered into a waiting room, and each individual was called in one at a time to address Council and answer questions.

Council recessed at 9:47 a.m. and returned at 9:52 a.m.

Council recessed at 11:04 a.m. and returned at 11:09 a.m.

Upon hearing from each candidate, Council proceeded to vote in confidence by way of ballot.

The Clerk and Treasurer tallied the points and advised Council and the public that Andrew Cunningham was the successful applicant.

The Mayor thanked all candidates for their interest in the position and advised that a By-law appointing Andrew Cunningham will be considered at the conclusion of the Council meeting.

9.0 DEPUTATIONS AND PRESENTATIONS

Council recognized Carl Alexander was as the 2022 Outstanding Citizen of the Year for his work with the Bruce Trail Association.

Council recognized Simon Harman as the recipient of the Grade 8 Academic Excellence Award. Simon is a diligent, conscientious student who always puts his full effort into everything that he does, including his academics.

10.0 PUBLIC WORKS - NONE

11.0 TREASURY

11.1 Township Administration Building Repairs

Heather Boston, Treasurer presented the proposed repairs to address the water leaks in the basement of the administrative office.

Discussion ensued on the locations of the leaks and itemized costs.

Moved by Boxem and Seconded by Hawkins

THAT Council approve the repairs to the Township Administration Building at an approximate cost of \$53,200 to be funded from the Administration Building Reserves.

CARRIED.

11.2 Public Works Heating System Replacement

Heather Boston, Treasurer presented the proposed replacement of the Public Works Building heating system.

Discussion ensued on available heating options.

Moved by Clark and Seconded by Hawkins

THAT Council approve the replacement of the heating system in the Public Works Building at a cost of approximately \$48,670 to be funded from the Public Works Building Reserves.

AND THAT staff are directed to assess the purchase with an eye to the environmental impact of the system.

CARRIED.

12.0 ADMINISTRATION

12.1 Business Recognition Policy

Roseann Knechtel, Deputy Clerk, presented the proposed business recognition policy to recognize new business, length of service and outstanding achievement.

Discussion ensued on survey promotion and results, and inclusion of charities.

Moved by Clark and Seconded by Boxem

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Business Recognition Policy;

AND THAT Council approve the Business Recognition Policy as presented.

CARRIED.

12.2 Memorial and Civic Recognition Policies

Roseann Knechtel, Deputy Clerk, presented the proposed amendments to Council's Memorial and Civic Recognition policies.

Direction was given to staff to include more wholesome information on social media where possible.

Moved by Clark and Seconded by Boxem

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Memorial and Civic Recognition Policies;

AND THAT Council approve the amendments to the Memorial Recognition Policy as presented;

AND FURTHER THAT Council approve the amendments to the Civic Recognition Policy as presented.

CARRIED.

12.3 Music in the Hills Community Grant

Roseann Knechtel, Deputy Clerk, presented the request to re-allocate the 2022 Music in the Hills Community Grant to the Dufferin Rising Star competition.

Moved by Hawkins Seconded by Clark

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Music in the Hills Community grant;

AND THAT Council provide a one-time extension to the 2022 grant funding for reallocation to the 2023 Music in the Hills.

CARRIED.

12.4 Procedural By-law Report

Roseann Knechtel, Deputy Clerk, presented the proposed amendments to Council's procedural by-law.

Moved by Hawkins Seconded by Boxem

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Procedural By-law Amendments;

AND THAT Council repeal the "Council Seating and Order of Names Policy" adopted on February 19, 2009.

CARRIED.

12.5 Declaring a Climate Emergency

Roseann Knechtel, Deputy Clerk, presented the proposed declaration of a climate emergency and measurable actions applicable to Mulmur.

Discussion ensued on inclusion of climate considerations at all times of the year.

Moved by Boxem Seconded by Clark

WHEREAS the impacts of climate change are being felt in Mulmur and will continue to intensify, posing acute and lasting risks to people, business, and natural ecosystems;

AND WHEREAS these risks include, but are not limited to, extreme weather, threats to human health and wellbeing, economic disruption, food and water insecurity, social instability and threats to all other life on earth;

AND WHEREAS Mulmur has a crucial role to play in responding to, changing and mitigating the contributions to climate change through responsible planning and budgeting;

AND WHEREAS Council's Strategic Plan identifies a priority path of "Growing a Sustainable Mulmur: being proactive in sustainable initiatives to ensure the long term well-being of Mulmur";

AND WHEREAS the Township of Mulmur's Official Plan provides a policy for growth management where land use patterns shall "minimize negative impacts to air quality and climate change, and promote energy efficiency";

NOW THEREFORE BE IT RESOLVED THAT Council of the Township of Mulmur declare a Climate Emergency for the purpose of recognizing and

deepening our commitment to protecting our economy, ecosystems, and community from climate change;

AND THAT, in response to this Climate Emergency, Council seeks to limit its contributions to the climate crisis, by way of the following actions:

1. That Council review the current Strategic Plan action items for “Growing a Sustainable Mulmur” to reprioritize commitments and identify additional areas to take action.
2. That Council direct staff to identify climate change options at budget time for Council consideration.
3. That Council direct staff to arrange training on climate change and climate lens adaptation to be scheduled in 2023.

AND FURTHER THAT this resolution be forwarded to all Ontario municipalities for their information and potential action.

CARRIED.

13.0 PLANNING

13.1 Official Plan Draft APAC Policies

Tracey Atkinson, CAO/Clerk/Planner presented the first draft of the official plan policies surrounding a garden township and rural character

Discussion ensued surrounding the trigger and need for visual impact studies.

Council recognized the Ad-Hoc Planning Committee for being able to distill land use and capture the serenity and feel of Mulmur, and thanked members for all of their work to date.

Direction was given to staff to include a preamble to help define a garden township.

Moved by Boxem Seconded by Clark

THAT Council receive the report of Tracey Atkinson, CAO/Clerk/Planner, Official Plan Amendments – APAC Draft Policies;

AND THAT Council direct staff to advertise for a statutory public meeting and public open house for the draft Official Plan Amendment;

AND THAT Council consider reappointment of a Planning Committee to assist in the New Official Plan after the election.

CARRIED.

Council recessed at 12:33 p.m. and returned at 1:35 p.m.

13.2 Housekeeping By-law

Tracey Atkinson, CAO/Clerk/Planner presented the proposed amendments to the Township's Zoning By-law for consideration and presentation at a statutory public meeting.

Discussion ensued on the size of secondary dwellings and home industry permitted uses.

Moved by Boxem Seconded by Clark

THAT Council receive the report of Tracey Atkinson, CAO/Clerk/Planner, Housekeeping By-law;

AND THAT a statutory public meeting be scheduled for September 7, 2022 to present the proposed amendments.

CARRIED.

14.0 COMMITTEE MINUTES AND REPORTS

14.1 Shelburne District Fire Board Minutes: April 5, 2022

14.2 NDCC Board of Management Minutes: April 13, 2022

14.3 Community Communications Committee Minutes: May 26, 2022

14.4 Economic Development Committee Minutes: May 30, 2022

14.5 Economic Development Committee Minutes: June 16, 2022

14.6 Ad-Hoc Planning Advisory Committee Minutes: June 29, 2022

14.7 Economic Development Video Report

Discussion ensued on utilizing paid advertising on social media channels.

Moved by Clark and Seconded by Boxem

THAT Council receives the Committee Minutes and Reports as copied and circulated.

CARRIED.

Moved by Clark and Seconded by Boxem

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Economic Development Videos;

AND THAT Council approve the creation of two promotional videos featuring local businesses and tradespeople throughout Mulmur.

CARRIED.

15.0 INFORMATION ITEMS

- 15.1 2nd QTR By-law Enforcement Report**
- 15.2 2nd QTR Planning Report**
- 15.3 NVCA Board Highlights: May 2022**
- 15.4 NVCA Board Highlights: June 2022**
- 15.5 Town of Orangeville Notice of Public Meeting: Towing By-law**
- 15.6 County of Dufferin Final Land Needs Analysis Presentation**
- 15.7 Infrastructure Canada's Green and Inclusive Community Buildings**
- 15.8 Municipal Engineers Association Letter**
- 15.9 Rural Economic Development and Rural Broadband Strategy Letter**
- 15.10 Town of Shelburne Land Acknowledgment**
- 15.11 More Homes for Everyone Endorsement**

Direction was given to staff to remove signage located on Township road allowances and poles.

Discussion ensued on item 15.7 surrounding re-evaluating steps moving forward and future grant applications.

Moved by Clark and Seconded by Hawkins

THAT Council receives the information items as copied.

CARRIED.

- 15.12 Town of Orangeville Resolution: OLT**
- 15.13 Town of Blue Mountains Resolution: Voter's List**
- 15.14 Town of Aurora Resolution: Bill C-233 "Keira's Law"**
- 15.15 Town of Aurora Resolution: Mandatory Firefighter Certification**
- 15.16 Township of Greater Madawaska: Annual Emergency Exercise**
- 15.17 Municipality of Brighton: Draven Alert**

Moved by Clark and Seconded by Boxem

THAT the following items be endorsed: 15.12, 15.13, 15.14, 15.15, 15.16 and 15.17.

CARRIED.

16.0 CLOSED SESSION

16.1 Compensation Review

Moved by Hawkins and Seconded by Boxem

THAT Council adjourn from open session and move into closed session at 2:01 pm pursuant to Section 239 of the Municipal Act, 2001 as amended for one (1)

matter relating to personal matters about an identifiable individual, including municipal or local board employees.

CARRIED.

Moved by Hawkins and Seconded by Clark

THAT Council do rise out of closed session and into open session at 3:52 pm with the following motion:

THAT Council approve the proposed pay grid as presented;

AND THAT Council direct the CAO to implement the new grid, effective July 11, 2022;

AND THAT the Hours of Work policy be amended to reflect the proposed pay grid.

CARRIED.

17.0 ITEMS FOR FUTURE MEETINGS

17.1 Township Gravel Reserves

18.0 NOTICE OF MOTION - NONE

19.0 PASSING OF BY-LAWS

19.1 Councillor Appointment By-law

19.2 2022 Library Service Agreement By-law

19.3 Procedural By-law

19.4 Confirmatory By-Law

Direction given to staff to obtain library numbers from Shelburne Public Library and New Tecumseth Public Library.

Moved by Clark and Seconded by Hawkins

THAT By-Laws 19.1, 19.2 and 19.4 be approved;

AND THAT 19.3 be approved as amended to strike item 20.3 in it's entirety.

CARRIED.

19.0 ADJOURNMENT

Moved by Hawkins and Seconded by Clark

THAT Council adjourns the meeting at 4:31 p.m. to meet again on Wednesday August 3, 2022 at 9:00 am, or at the call of the Chair.

CARRIED.

.....
Janet Horner, Mayor

.....
Tracey Atkinson, Clerk

DRAFT



DELEGATION REQUEST

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

PLEASE PRINT

COUNCIL/COMMITTEE: Council
DATE: August 3, 2022
SUBJECT: Mansfield North Recreation Area Master Plan

NAME: Rob Russell
ADDRESS: [REDACTED]
[REDACTED]

PHONE: HOME: [REDACTED] BUSINESS: [REDACTED]
EMAIL ADDRESS: [REDACTED]

NAME OF GROUP OR PERSON(S) BEING REPRESENTED: (if applicable)
Bremont Homes and Perfect Communities

BRIEF STATEMENT OF ISSUE OR PURPOSE OF DEPUTATION:

To request the Township of Mulmur advance the Recreation Area Master Plan in accordance with the Official Plan. Furthermore Bremont Homes and Perfect Communities would like to discuss opportunities to assist the Township in completing this study.

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

Submission of this form does not automatically guarantee a deputation. Questions about this collection should be directed to Tracey Atkinson (705) 466 3341 x222, clerk@mulmur.ca



July 27, 2022

Tracey Atkinson, CAO, Clerk, Planner
Township of Mulmur
758070 2nd Line E
Mulmur, ON L9V 0G8

**Re: Council Delegation
Bremont Homes, Perfect Communities
Mansfield North Recreation Area Study and Master Plan**

On behalf of Bremont Homes and Perfect Communities I would like to address the Township of Mulmur Council to determine if there may be an opportunity to advance the Mansfield North Recreation Area Study and Master Plan.

The Township of Mulmur Official Plan was adopted by Council March 2, 2010 and subsequently approved by the Ministry of Municipal Affairs and Housing April 24, 2012 and identifies an area surrounding the Mansfield Ski Club, Mansfield Outdoor Centre and the Main Tract and Leening Tract of the Dufferin Forest as the "Mansfield North Recreation Area". Section 5.2 of the Official Plan, related to Growth Management has indicated that recreation and recreation-related developments may be permitted within the "Mansfield North Recreation Area" and will be more accurately defined in a subsequent Master Plan.

The Township of Mulmur has not yet undertaken this study, nor has the Master Plan been prepared. As such, the Township has not been able to benefit from the potential recreational and economic development opportunities that this unique area presents.

Given that the need for this study was identified over 10 years ago in the Official Plan, and the Township has not yet commenced the work, it is assumed that the Town has been focused on other priorities. It is also recognized that this is a substantial task and as a small Township, Mulmur has limited staff resources to devote to the project.

Therefore Bremont Homes and Perfect Communities would like to have a discussion with the Township about the potential to provide funding for the required resources to help the Township meet their obligations



Robert Russell
PLANNING CONSULTANTS

July 27, 2022
Page 2 of 2
Council Delegation - Mulmur
Tracey Atkinson

under the approved Official Plan.

We welcome any feedback from the Township related to this proposal and look forward to a constructive discussion.

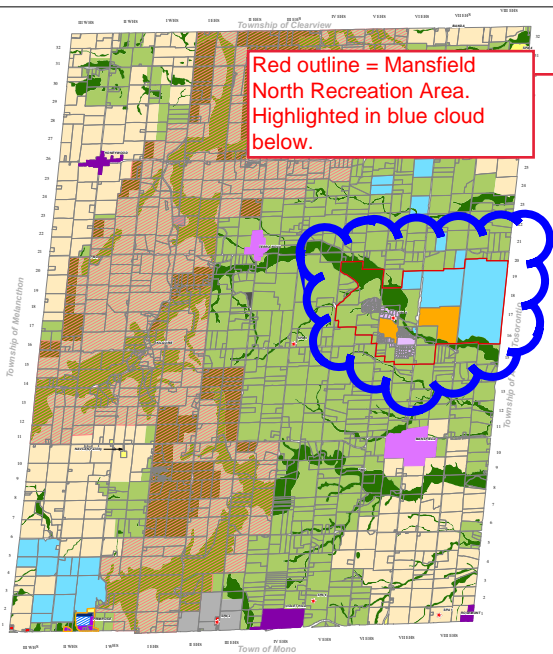
Regards,

ROBERT RUSSELL PLANNING CONSULTANTS INC.

A handwritten signature in blue ink, appearing to read 'Rob Russell'.

Rob Russell, MCIP, RPP
President

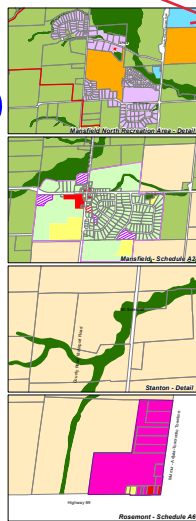
cc. Bremont Homes / Perfect Communities, Attn: Gary Breda

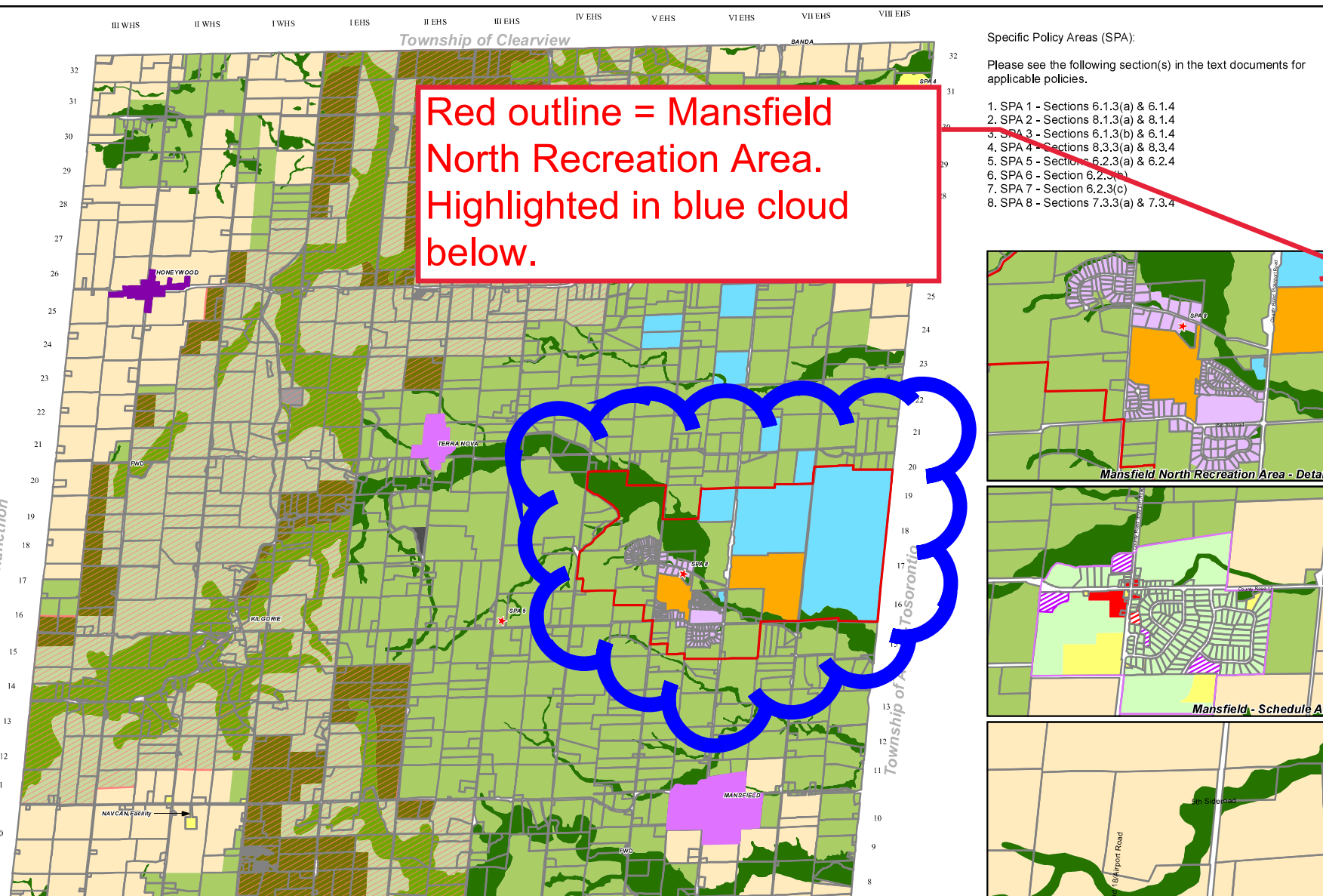


Specific Policy Areas (SPA):

Please see the following section(s) in the text documents for applicable policies.

1. SPA 1 - Sections 6.1.3(a) & 6.1.4
2. SPA 2 - Sections 8.1.3(a) & 8.1.4
3. SPA 3 - Sections 6.1.3(b) & 6.1.4
4. SPA 4 - Sections 8.3.3(a) & 8.3.4
5. SPA 5 - Sections 6.2.3(a) & 6.2.4
6. SPA 6 - Section 6.2.3(b)
7. SPA 7 - Section 6.2.3(c)
8. SPA 8 - Sections 7.3.3(a) & 7.3.4

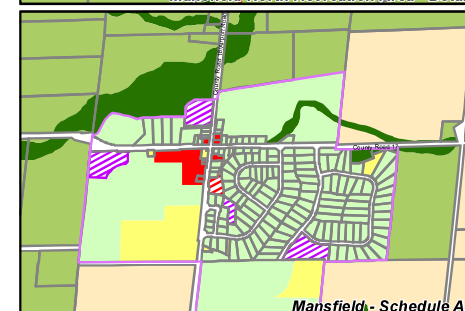
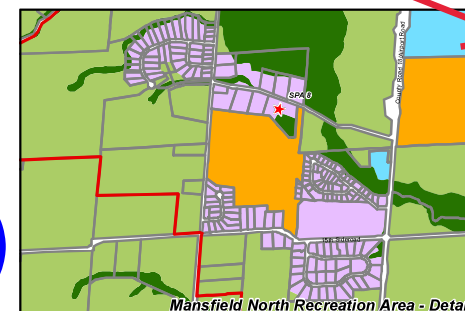
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Specific Policy Areas (SPA):

Please see the following section(s) in the text documents for applicable policies.

1. SPA 1 - Sections 6.1.3(a) & 6.1.4
2. SPA 2 - Sections 8.1.3(a) & 8.1.4
3. SPA 3 - Sections 6.1.3(b) & 6.1.4
4. SPA 4 - Sections 8.3.3(a) & 8.3.4
5. SPA 5 - Section 6.2.3(a) & 6.2.4
6. SPA 6 - Section 6.2.3(b)
7. SPA 7 - Section 6.2.3(c)
8. SPA 8 - Sections 7.3.3(a) & 7.3.4



Township of Mulmur

Official Plan

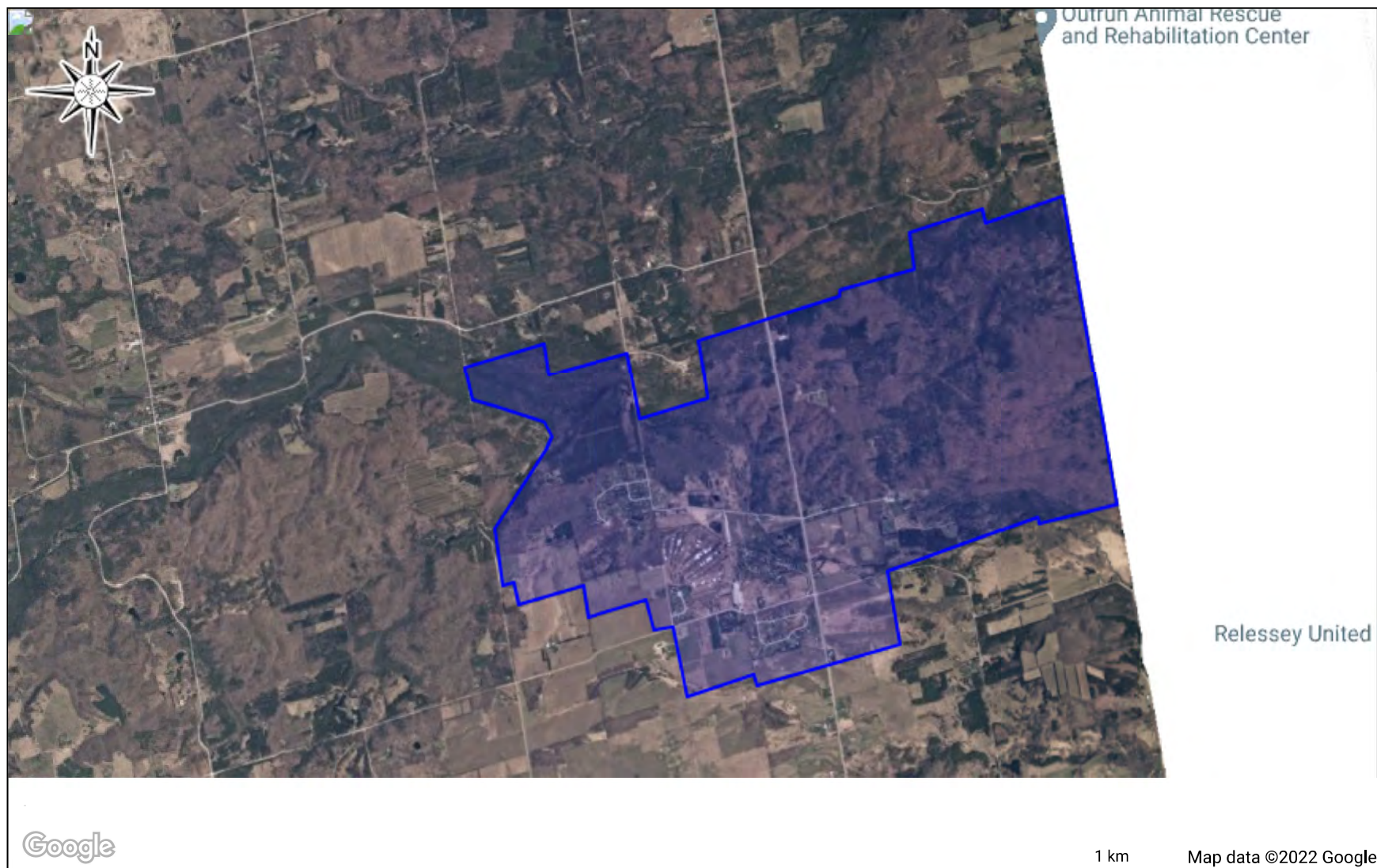
Schedule A1 - Land Use Designations



Legend

- ★ Property Subject to Specific Policy
- Red outline Mansfield North Recreation Area
- Orange outline Primrose Settlement Area (Community Boundary)
- Purple outline Settlement Area (Hamlet Boundary)
- Dark purple outline Settlement Area (Community Boundary)
- EXI Extractive Industrial
- NE-PA Niagara Escarpment - Protected Area
- NE-RU Niagara Escarpment - Rural
- NE-NA Niagara Escarpment - Natural Area
- NE-EI Niagara Escarpment - Extractive Industrial
- BPT Business Park Transition
- BPG Business Park Gateway
- BPC Business Park Core
- NA Natural Area
- FWD Former Waste Disposal Area (FWD)
- OSR Open Space Recreation
- OS Open Space
- RU Rural
- HM Hamlet
- ER Estate Residential
- C Commercial
- R Recreation
- A Agricultural
- I Institutional
- CH Highway Commercial
- CO Community
- WD Waste Disposal Industrial
- HR Hamlet Residential
- Parcels
- Niagara Escarpment Plan Area

Mansfield North Recreation Area





July 27, 2022

Via: Email

Tracey Atkinson
Town of Mulmur
758070 2nd Line East
Mulmur ON L9V 0G8

Dear Tracey:

**Re: Mansfield Water System
Project No.: 300055133.0000**

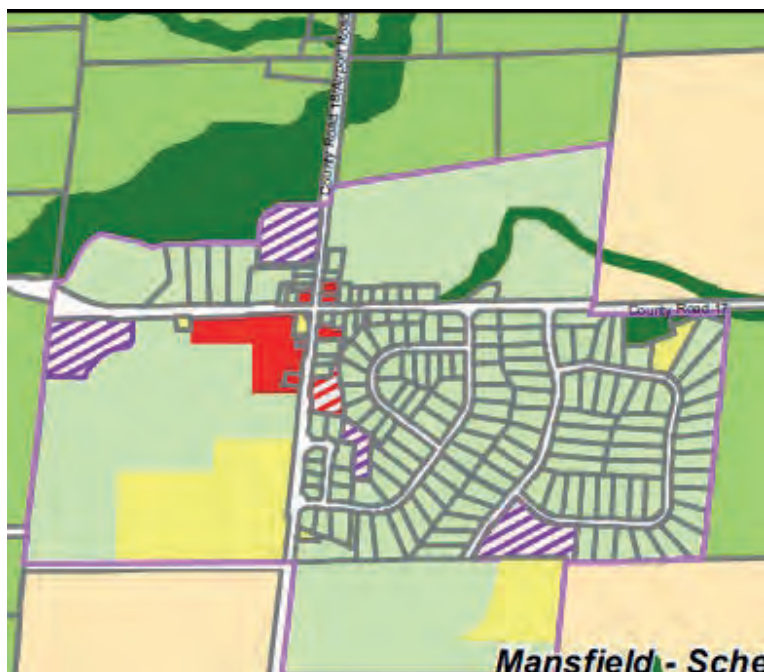
The Township has recently received development applications within the community of Mansfield which will connect to the municipal water system. This letter is intended to provide background information on the system and to discuss the implications of new connections.

How many people are serviced by the existing system?

According to our records, the water system currently services 154 lots, whose population totals approximately 385 people.

How many more people are anticipated to be serviced by the Mansfield Water System?

The Official Plan shows three general areas that have been approved for residential development. They are located on the north, south, and west sides of the community and appear as large areas in light green on the following excerpt from the Official Plan:



Final lot yields for these properties will not be known until the applications are processed and reviewed, but we have completed a preliminary estimate resulting in a total of 236 units. The total resulting population is 975 people, who will more than double the existing population.

Is there enough water supply?

Every municipal well is rated for a long term, sustainable yield that can be produced indefinitely without drying up itself or other wells. These ratings are approved by the Ministry of Environment, Conservation and Parks. For municipal purposes, it is prudent to plan on providing the community needs even if one of the wells has been taken out of service due to a pump repair or other problem. Hence, the overall supply capacity, known as “firm capacity”, is calculated as the total approved ratings of all the wells excluding the very largest well.

Water use varies with the seasons. Daily use is low during the winter, but peaks during hot, dry weather in the summer. The “maximum day” use is volume of water consumed on the annual day when usage is the highest. The firm capacity of the system is expected to meet the water demands on that day.

The Mansfield Water System has firm capacity of 589 m³ per day and the historic maximum day use has been 382m³ per day. As a result, the water supply currently meets the demand. In fact, there is surplus capacity that is capable of servicing an additional 112 residential units, or approximately 279 people. This is less than the population growth that is currently approved in the Official Plan so an additional well or wells will need to be drilled.

Is the Mansfield storage reservoir large enough?

The function of municipal supply wells, as described above, is not expected to fulfill the demands of the system under two circumstances: peak hour flows or fire flows. Water is stored in a reservoir for these purposes.

Peak hour flows occur during the hour of the day when flows are highest. For example, if we consider the maximum day flows that are discussed above, it is unlikely that they occurred uniformly over the 24 hour period. It is more reasonable to assume that some of the usage was concentrated into the time in the morning during which people were starting their day. The wells pump water at their maximum capacity all day long, storing it in the reservoir during hours of low usage for availability during hours of high usage. The Mansfield system does not measure peak hour usage. We could calculate it based on estimations, but for current purposes it is sufficient to say that some of the water stored in the reservoir is drawn out during periods of high demand.

Fire flows are provided by very high volumes of water that are set aside in a storage reservoir until needed in an emergency. Unfortunately, there is not a singular source of information that dictates what that volume should be. There are three sources to be considered:

1. The Ontario Ministry of the Environment published Design Guidelines for Drinking-Water Systems in 2008. They suggest a Fire Flow of 38 litres per second (L/s) over a duration of 2 hours for populations of 500-1000. The existing reservoir in Mansfield has a total volume that equates to this volume, but there is no allowance for the Peak Hour flows that were discussed above. In other words, some of the reservoir capacity will be taken by Peak Hour flows that are taking place at the same time a fire, so the existing volume available for fighting fires is less than the amount suggested by MOE. This should not cause undue alarm because the Fire Department provides service to many houses that have no fire hydrants at all.

With respect to future population, as noted above we anticipate about 975 people. The MOE Guideline recommends that Fire Flows increase to 64L/s when the population

reaches 1,000. While arguably the projected population will remain slightly below that threshold, it stands to reason that the conclusion drawn from MOE Guidelines would that fire flows for the approved development area would be approximately 64 L/s for two hours, which exceeds the current volume.

2. The Fire Underwriters Survey also provides Guidelines which were published in 2020. Its guideline for fire flows is calculated on the basis of the detailed design and occupancy of buildings, but also provides a simple method indicating that one and two family dwellings up to 4,830 ft², if separated by 3.0 m should have a fire flow of 66 litres per second for one and a half hours. The existing storage reservoir does not provide this volume.
3. Neither the MOE Standards nor the Fire Underwriters Survey prescribe an exact requirement for fire flows and it is common to consult with the Fire Chief. In preliminary discussion with Chief Blacklaws he has indicated a preference for higher flows than what is currently available. A flow of 83 litres per second would be ideal as it coincides with the capacity of the equipment that is currently in use.

We have concluded that the existing storage facility is able to service current needs and could accommodate some limited growth. However, an expansion should be considered to provide higher fire flows for the lands that will be developed as designated in the Official Plan.

Are the existing watermains large enough to convey larger fire flows?

The existing watermain network was not designed to accommodate larger fire flows. Upgrades would be required, with details to be determined in a specific analysis.

What are the next steps?

The Environmental Assessment Act requires a Schedule B Class EA to be completed for the following Municipal projects:

- Establish a well at a new municipal well site or install new wells or deepen existing wells or increase pump capacity of existing wells at and an existing municipal well site where the existing rated yield will be exceeded; and
- Establish new or expand / replace existing water storage facilities.

As both well capacity and storage capacity need to be expanded in order to accommodate the approved development, a Schedule B EA is required.

As a general overview of the process, the Class EA will review in detail the community needs and will develop a number of alternative solutions. These alternatives will be vetted in consideration of the natural, social and economical environments. Consultation will take place with indigenous communities, the public, and affected agencies.

Scope of Class EA

The objective of the Class EA process is to establish a plan for providing all of the water related infrastructure needed to support development in the community and for that plan to be created with the input of the public and review agencies. The location of additional water storage may seem self-evident, but it needs to be considered amongst a group of alternatives after hearing input from affected neighbours etc.

Determining the location of an additional well is less obvious. Logistically, the water needs to be piped to the reservoir, so proximity is preferred. But the availability and quality of water in

Mansfield varies and there is no certainty of the viability of a well site unless test drilling has been complete.

Cost of Class Environmental Assessment

The cost of a Class EA will vary with issues that are encountered, degree of public involvement etc.

- Site inventories of environmental features will be required but will depend on the sites being chosen. It is possible that some locations will already have information available if it has been obtained for development purposes.
- Hydrogeology will be required. Choosing a municipal well site is often controversial, particularly with restrictions that can be placed on surrounding lands due to Source Water Protection.
- The drilling of a test well, including the cost of testing, monitoring, and approvals, will be approximately \$75,000.
- There will be a requirement for modelling of a new well site for Source Water Protection purposes. Budget \$25,000.
- An archaeological consultant will be required. Budget \$7,000 to \$10,000.
- There will be costs for circulating materials to agencies.
- There will be the cost of Public Meeting and reports to Council.
- There will be the actual cost of generating alternatives, investigating various options, and writing the report.

Overall, a Class EA of this nature, including the cost of drilling a test well and modelling it for Source Water Protection approvals, would be expected to cost approximately \$200,000.

Conclusion

In conclusion, a preliminary review had indicated that the existing water system in Mansfield will require a new well and additional storage in order to accommodate the growth that is included in the current Official Plan. Such expansion requires a Class EA, which is a more detailed process to determine specific needs and how best to achieve them. The cost of the study is significant.

We are trusting that this report is sufficient for your current needs. Please let me know if additional discussion is required.

Yours truly,

R.J. Burnside & Associates Limited



Gord Feniak
GF:js

Township of Mulmur 2021 Asset Management Plan

Mai Abdou, Senior Asset Management Consultant, PSD Citywide



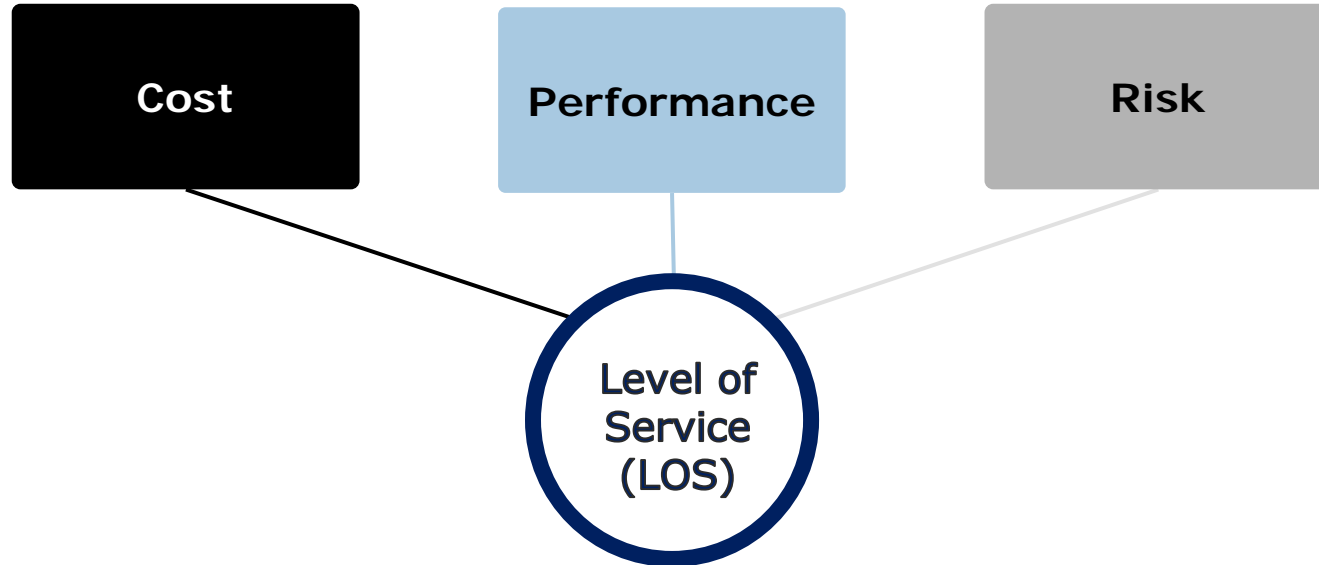
Asset Management = Service Management

- Roads and bridges allow for people and goods to move; [Transportation Service](#).
- Watermains provide safe, quality drinking water; [Environmental Service](#).
- Parks and Arenas enhance the quality of life; [Recreational Service](#).
- Vehicles and equipment support service delivery; [Emergency Service](#).



What does Asset Management involve?

ISO 55000: "Coordinated activity of an organization to realize value from assets"



Ontario Regulation 588/17

**One Year
Extension**
Established on
March 15, 2021

Asset Management Policy

AMP: All Assets

Same requirements as 2021, but to include core and non-core assets

2019

2020

2021

2022

2023

2024

2025

You are here

AMP: Core Assets

1. Current levels of service
2. Inventory analysis
3. Lifecycle activities to sustain LOS
4. Cost of lifecycle activities
5. Population and employment forecasts
6. Discussion of growth impacts

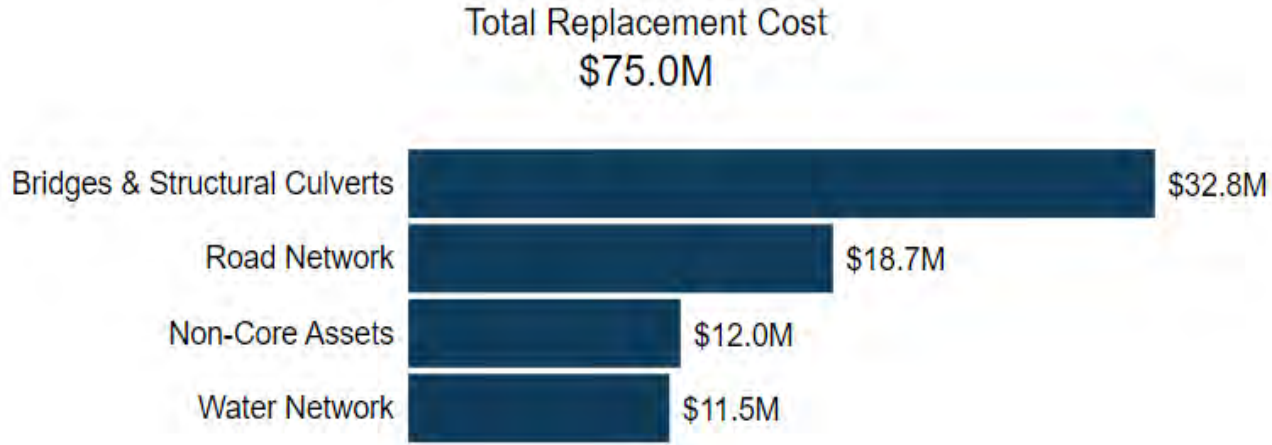
AMP: All Assets

1. Proposed levels of service for next 10 years
2. Updated inventory analysis
3. Lifecycle management strategy
4. Financial strategy and addressing shortfalls
5. Discussion of how growth assumptions impacted lifecycle and financial strategy

**Asset Management
Policy Update**



Valuation of Asset Portfolio – 2021 Year End Data



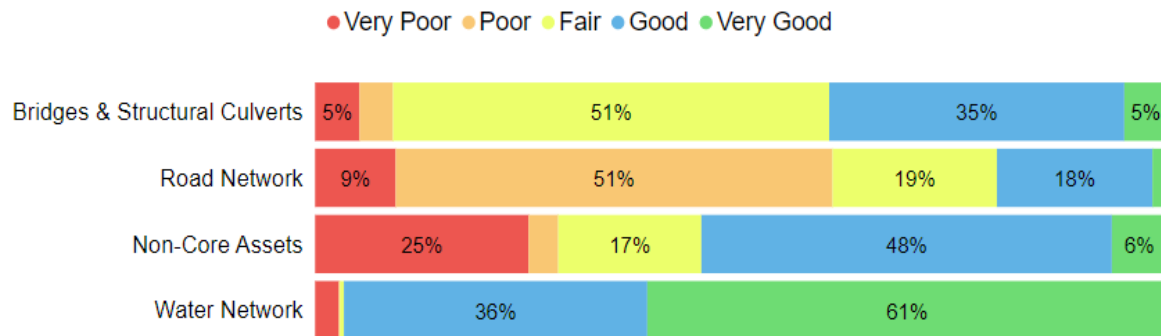
Replacement cost of asset
portfolio

\$75.0 million

Replacement cost per
household (2021 Census)

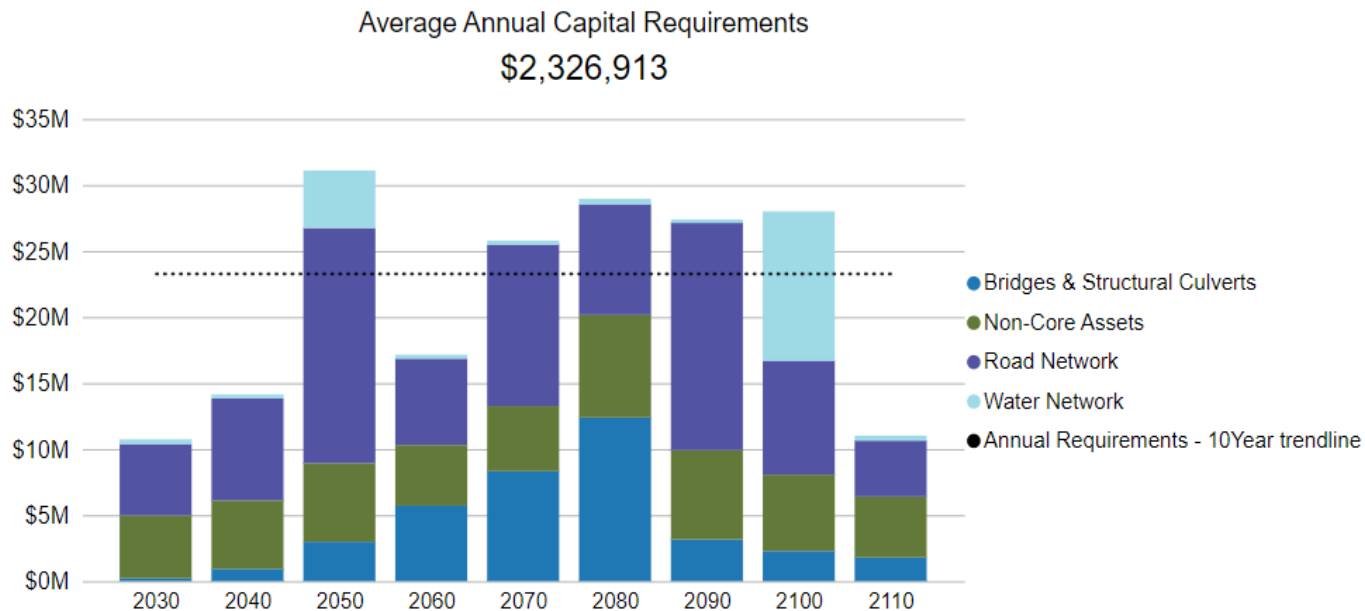
\$44,000

State of the Infrastructure - Condition



Asset Category	Asset Segment	% of Assets with Assessed Condition	Source of Condition Data
Road Network	Paved Roads	96%	Staff Assessments
	Bridges		
Bridges & Culverts	Structural Culverts	100%	2020 OSIM Report
Water Network	All	3%	Staff Assessments
Non-Core Assets	All	34%	Staff Assessments

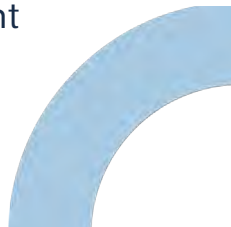
Forecasted Capital Requirements



Infrastructure Deficit

Asset Type	Annual Capital Requirement	Funding Available	Annual Capital Deficit
Tax-Funded Assets	\$2,145,000	\$1,200,000	\$945,000
Rate-Funded Assets	\$182,000	\$70,000	\$112,000
Total:	\$2,327,000	\$1,270,000	\$1,057,000

The financial strategy and its recommendations are based on the capital replacement/rehabilitation needs required to maintain the **current** levels of service. As staff establish their **target/desired** levels of service, the required capital investment and financial strategy will be revised.

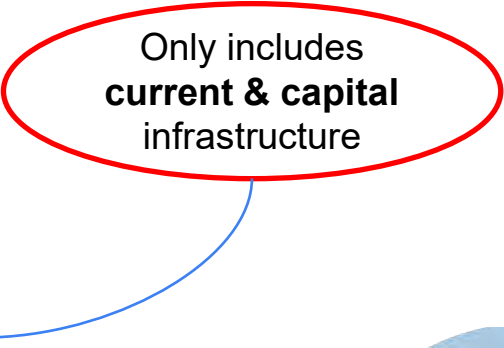


Financial Strategy

- Both sustainable and one-time grants/transfers will continue to be an essential source of revenue for investment in capital infrastructure
- Assumes no new debt will be taken on to pay for existing infrastructure
- Adjustments to taxes/rates should be supplemented with project prioritization and evaluation of desired level of service

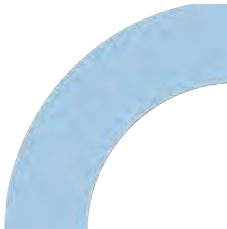
Asset Type	Years Until Full Funding	Average Annual Tax/Rate Change
Tax-Funded Assets	15 Years	1.3%
Rate-Funded: Water Assets	20 Years	2.3%

Only includes
current & capital
infrastructure



Key AM Program Recommendations

- Continuous refinement of asset inventory data
 - Continue to operationalize AMP findings in Citywide software
 - Develop a data governance framework, including condition assessment strategy.
- Assess resource capacity and staff limitations in managing asset management program
- Prepare for O.Reg. 588/17 2024, 2025 Requirements
 - Develop a communication strategy to engage the Public on asset management and obtain feedback to inform development of proposed levels of service
- Continuous improvement and regular review
 - An asset management plan is a living document that should be updated regularly to inform long term planning.





Mai Abdou

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Asset Management Plan

Township of Mulmur

2021

This Asset Management Program was prepared by:



Empowering your organization through advanced
asset management, budgeting & GIS solutions

Key Statistics

Replacement cost of
asset portfolio

\$75.0 million

Replacement cost of
infrastructure per
household

\$44,000 (2021)

Percentage of assets in fair
or better condition

76%

Percentage of assets with
assessed condition data

69%

Annual capital
infrastructure deficit

\$1.1 million

Recommended timeframe
for eliminating annual
infrastructure deficit

15-20 Years

Target reinvestment
rate

3.1%

Actual reinvestment
rate

1.7%

Table of Contents

KEY STATISTICS	I
EXECUTIVE SUMMARY	1
SCOPE	1
FINDINGS	2
RECOMMENDATIONS	3
1 INTRODUCTION & CONTEXT	4
AN OVERVIEW OF ASSET MANAGEMENT	5
KEY CONCEPTS IN ASSET MANAGEMENT	7
ONTARIO REGULATION 588/17	10
2 SCOPE AND METHODOLOGY	12
ASSET CATEGORIES INCLUDED IN THIS AMP	13
DERIVING REPLACEMENT COSTS	13
ESTIMATED USEFUL LIFE	14
REINVESTMENT RATE	14
DERIVING ASSET CONDITION	15
3 PORTFOLIO OVERVIEW	16
TOTAL REPLACEMENT COST OF ASSET PORTFOLIO	17
TARGET VS. ACTUAL REINVESTMENT RATE	18
CONDITION OF ASSET PORTFOLIO	19
FORECASTED CAPITAL REQUIREMENTS	20
4 ROAD NETWORK	21
ASSET INVENTORY & COSTS	22
ASSET CONDITION & AGE	23
LIFECYCLE MANAGEMENT STRATEGY	25
RISK & CRITICALITY	27
LEVELS OF SERVICE	29
RECOMMENDATIONS	31
5 BRIDGES & STRUCTURAL CULVERTS	32
ASSET INVENTORY & COSTS	33
ASSET CONDITION & AGE	34
LIFECYCLE MANAGEMENT STRATEGY	36
RISK & CRITICALITY	37
LEVELS OF SERVICE	39
RECOMMENDATIONS	40
6 NON-CORE ASSETS	41
ASSET INVENTORY & COSTS	42
ASSET CONDITION & AGE	43
LIFECYCLE MANAGEMENT STRATEGY	44
FORECASTED CAPITAL REQUIREMENTS	44

7	WATER NETWORK	45
	ASSET INVENTORY & COSTS.....	46
	ASSET CONDITION & AGE	47
	LIFECYCLE MANAGEMENT STRATEGY	49
	RISK & CRITICALITY	51
	LEVELS OF SERVICE.....	53
	RECOMMENDATIONS.....	55
8	IMPACTS OF GROWTH	56
	DESCRIPTION OF GROWTH ASSUMPTIONS	57
	IMPACT OF GROWTH ON LIFECYCLE ACTIVITIES	58
9	FINANCIAL STRATEGY	59
	FINANCIAL STRATEGY OVERVIEW	60
	FUNDING OBJECTIVE	62
	FINANCIAL PROFILE: TAX FUNDED ASSETS	63
	FINANCIAL PROFILE: RATE FUNDED ASSETS	66
	USE OF DEBT	69
	USE OF RESERVES	71
10	APPENDICES	73
	APPENDIX A: 10-YEAR CAPITAL REQUIREMENTS	74
	APPENDIX B: LEVEL OF SERVICE MAPS.....	76

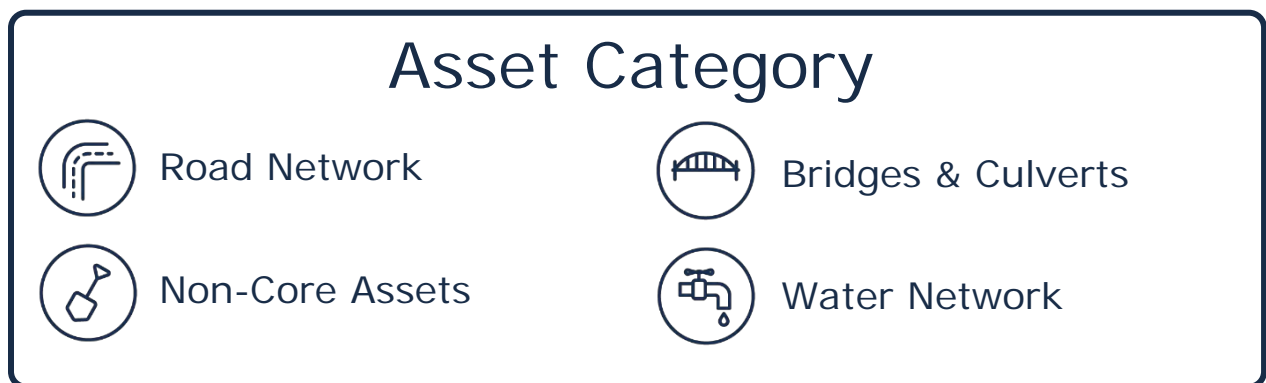
Executive Summary

Municipal infrastructure provides the foundation for the economic, social, and environmental health and growth of a community through the delivery of critical services. The goal of asset management is to deliver an adequate level of service in the most cost-effective manner. This involves the development and implementation of asset management strategies and long-term financial planning.

Scope

This AMP identifies the current practices and strategies that are in place to manage public infrastructure and makes recommendations where they can be further refined. Through the implementation of sound asset management strategies, the Township can ensure that public infrastructure is managed to support the sustainable delivery of municipal services.

This AMP include the following asset categories:



With the development of this Asset Management Plan (AMP) the Township has achieved compliance with O. Reg. 588/17 to the extent of the requirements that must be completed by July 1, 2022. There are additional requirements concerning proposed levels of service and growth that must be met by July 1, 2024 and 2025.

Findings

The overall replacement cost of the asset categories included in this AMP totals \$75 million. Seventy six percent (76%) of all assets analysed in this AMP are in fair or better condition and assessed condition data was available for 69% of assets. For the remaining assets, assessed condition data was unavailable, and asset age was used to approximate condition – a data gap that persists in most municipalities. Generally, age misstates the true condition of assets, making assessments essential to accurate asset management planning, and a recurring recommendation in this AMP.

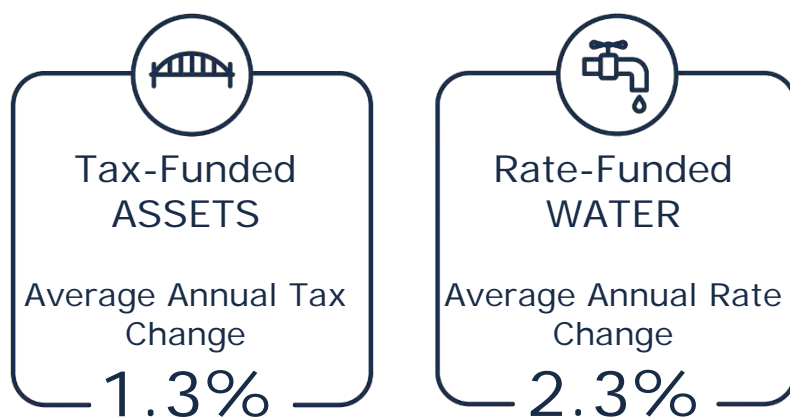
The development of a long-term, sustainable financial plan requires an analysis of whole lifecycle costs. This AMP uses a combination of proactive lifecycle strategies (paved roads and bridges & culverts) and replacement only strategies (all other assets) to determine the lowest cost option to maintain the current level of service.

To meet capital replacement and rehabilitation needs for existing infrastructure, prevent infrastructure backlogs, and achieve long-term sustainability, the Township's average annual capital requirement totals \$2.3 million. Based on a historical analysis of sustainable capital funding sources, the Township is committing approximately \$1.3 million towards capital projects or reserves per year. As a result, there is currently an annual funding gap of \$1.1 million.

It is important to note that this AMP represents a snapshot in time and is based on the best available processes, data, and information at the Township. Strategic asset management planning is an ongoing and dynamic process that requires continuous improvement and dedicated resources.

Recommendations

A financial strategy was developed to address the annual capital funding gap. The following graphics shows annual tax/rate change required to eliminate the Township's infrastructure deficit based on a 15-year plan for tax-funded assets and 20-year plan for rate-funded assets:



Recommendations to guide continuous refinement of the Township's asset management program. These include:

- Develop a data governance framework to ensure data quality and integrity is maintained within the asset management database. Couple this with a condition assessment strategy that would allow for more accurate and consistent strategic capital planning.
- Develop and regularly review risk and lifecycle models to develop a more proactive asset management program within Mulmur.
- Measure current levels of service for core assets and identify sustainable proposed levels of service in preparation for 2025 O.Reg. 588/17 requirements.
- Develop levels of service metrics for non-core assets and expand the analysis of these assets in preparation for 2024 O.Reg. 588/17 requirements.

1

Introduction & Context

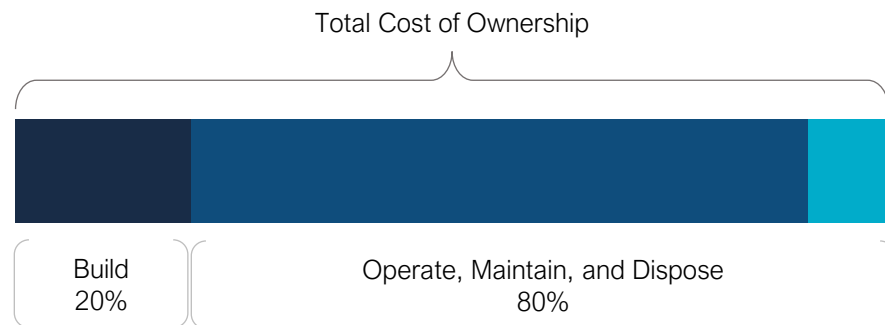
Key Insights

- The goal of asset management is to minimize the lifecycle costs of delivering infrastructure services, manage the associated risks, while maximizing the value ratepayers receive from the asset portfolio.
- The Township's asset management policy provides clear direction to staff on their roles and responsibilities regarding asset management.
- An asset management plan is a living document that should be updated regularly to inform long-term planning.
- Ontario Regulation 588/17 outlines several key milestone and requirements for asset management plans in Ontario between July 1, 2022, and 2025.

An Overview of Asset Management

Municipalities are responsible for managing and maintaining a broad portfolio of infrastructure assets to deliver services to the community. The goal of asset management is to minimize the lifecycle costs of delivering infrastructure services, manage the associated risks, while maximizing the value ratepayers receive from the asset portfolio.

The acquisition of capital assets accounts for only 10-20% of their total cost of ownership. The remaining 80-90% derives from operations and maintenance. This AMP focuses its analysis on the capital costs to maintain, rehabilitate and replace existing municipal infrastructure assets.



These costs can span decades, requiring planning and foresight to ensure financial responsibility is spread equitably across generations. An asset management plan is critical to this planning, and an essential element of broader asset management program. The industry-standard approach and sequence to developing a practical asset management program begins with a Strategic Plan, followed by an Asset Management Policy and an Asset Management Strategy, concluding with an Asset Management Plan.

This industry standard, defined by the Institute of Asset Management (IAM), emphasizes the alignment between the corporate strategic plan and various asset management documents. The strategic plan has a direct, and cascading impact on asset management planning and reporting.

1.1.1 Asset Management Policy

An asset management policy represents a statement of the principles guiding the Township's approach to asset management activities. It aligns with the organizational strategic plan and provides clear direction to municipal staff on their roles and responsibilities as part of the asset management program.

The Township adopted a Strategic Asset Management Policy on June 5th, 2019, in accordance with Ontario Regulation 588/17. The asset management plan satisfies the Guiding Principles, Section 4, of the Strategic Asset Management Policy:

"Management will oversee the policy implementation and ensure both the Asset Management Plan and the Asset Management Policy follow Provincial Asset Management regulations. Management will ensure that current year and long-range asset requirements are incorporated into the budget presented to Council annually. Management will update the Policy and Plan to reflect changes as needed and present them for Council approval."

1.1.2 Asset Management Strategy

An asset management strategy outlines the translation of organizational objectives into asset management objectives and provides a strategic overview of the activities required to meet these objectives. It provides greater detail than the policy on how the Township plans to achieve asset management objectives through planned activities and decision-making criteria.

The Township's Asset Management Policy contains many of the key components of an asset management strategy and may be expanded on in future revisions or as part of a separate strategic document.

1.1.3 Asset Management Plan

The asset management plan (AMP) presents the outcomes of the Township's asset management program and identifies the resource requirements needed to achieve a defined level of service. The AMP typically includes the following content:

- State of Infrastructure
- Asset Management Strategies
- Levels of Service
- Financial Strategies

The AMP is a living document that should be updated regularly as additional asset and financial data becomes available. This will allow the Township to re-evaluate the state of infrastructure and identify how the organization's asset management and financial strategies are progressing.

Key Concepts in Asset Management

Effective asset management integrates several key components, including lifecycle management, risk management, and levels of service. These concepts are applied throughout this asset management plan and are described below in greater detail.

1.1.4 Lifecycle Management Strategies

The condition or performance of most assets will deteriorate over time. This process is affected by a range of factors including an asset's characteristics, location, utilization, maintenance history and environment. Asset deterioration has a negative effect on the ability of an asset to fulfill its intended function, and may be characterized by increased cost, risk and even service disruption.

To ensure that municipal assets are performing as expected and meeting the needs of customers, it is important to establish a lifecycle management strategy to proactively manage asset deterioration.

There are several field intervention activities that are available to extend the life of an asset. These activities can be generally placed into one of three categories: maintenance, rehabilitation and replacement. The following table provides a description of each type of activity and the general difference in cost.

Lifecycle Activity	Description	Example (Roads)	Cost
Maintenance	Activities that prevent defects or deteriorations from occurring	Crack Seal	\$
Rehabilitation/ Renewal	Activities that rectify defects or deficiencies that are already present and may be affecting asset performance	Mill & Re-surface	\$\$
Replacement/ Reconstruction	Asset end-of-life activities that often involve the complete replacement of assets	Full Reconstruction	\$\$\$

Depending on initial lifecycle management strategies, asset performance can be sustained through a combination of maintenance and rehabilitation, but at some point, replacement is required. Understanding what effect these activities will have on the lifecycle of an asset, and their cost, will enable staff to make better recommendations.

The Township's approach to lifecycle management is described within each asset category outlined in this AMP. Developing and implementing a proactive lifecycle strategy will help staff to determine which activities to perform on an asset and when they should be performed to maximize useful life at the lowest total cost of ownership.

1.1.5 Risk Management Strategies

Municipalities generally take a 'worst-first' approach to infrastructure spending. Rather than prioritizing assets based on their importance to service delivery, assets in the worst condition are fixed first, regardless of their criticality. However, not all assets are created equal. Some are more important than others, and their failure or disrepair poses more risk to the community than that of others. For example, a road with a high volume of traffic that provides access to critical services poses a higher risk than a low volume rural road. These high-value assets should receive funding before others.

By identifying the various impacts of asset failure and the likelihood that it will fail, risk management strategies can identify critical assets, and determine where maintenance efforts, and spending, should be focused.

This AMP includes a high-level evaluation of asset risk and criticality. Each asset has been assigned a probability of failure score and consequence of failure score based on available asset data. These risk scores can be used to prioritize maintenance, rehabilitation and replacement strategies for critical assets.

1.1.6 Levels of Service

A level of service (LOS) is a measure of what the Township is providing to the community and the nature and quality of that service. Within each asset category in this AMP, technical metrics and qualitative descriptions that measure both technical and community levels of service have been established and measured as data is available.

These measures include a combination of those that have been outlined in O. Reg. 588/17 in addition to performance measures identified by the Township as worth measuring and evaluating. The Township measures the level of service provided at two levels: Community Levels of Service, and Technical Levels of Service.

Community Levels of Service

Community levels of service are a simple, plain language description or measure of the service that the community receives. For core asset categories (roads, bridges and culverts, water) the Province, through O. Reg. 588/17, has provided qualitative descriptions that are required to be included in this AMP. For non-core asset categories, the Township has determined the qualitative descriptions that will be used to determine the community level of service provided. These descriptions can be found in the Levels of Service subsection within each asset category.

Technical Levels of Service

Technical levels of service are a measure of key technical attributes of the service being provided to the community. These include mostly quantitative measures and tend to reflect the impact of the Township's asset management strategies on the physical condition of assets or the quality/capacity of the services they provide.

For core asset categories (roads, bridges and culverts, water) the Province, through O. Reg. 588/17, has provided technical metrics that are required to be included in this AMP.

Current and Proposed Levels of Service

This AMP focuses on measuring the current level of service provided to the community. Once current levels of service have been measured, the Township plans to establish proposed levels of service over a 10-year period, in accordance with O. Reg. 588/17.

Proposed levels of service should be realistic and achievable within the timeframe outlined by the Township. They should also be determined with consideration of a variety of community expectations, fiscal capacity, regulatory requirements, corporate goals, and long-term sustainability. Once proposed levels of service have been established, and prior to July 2025, the Township must identify a lifecycle management and financial strategy which allows these targets to be achieved.

Ontario Regulation 588/17

As part of the *Infrastructure for Jobs and Prosperity Act, 2015*, the Ontario government introduced Regulation 588/17 - Asset Management Planning for Municipal Infrastructure (O. Reg 588/17). Along with creating better performing organizations, more liveable and sustainable communities, the regulation is a key, mandated driver of asset management planning and reporting. It places substantial emphasis on current and proposed levels of service and the lifecycle costs incurred in delivering them.

The diagram below outlines key reporting requirements under O. Reg 588/17 and the associated timelines.

2019

Strategic Asset Management Policy

2024

Asset Management Plan for Core and Non-Core Assets (same components as 2022) and Asset Management Policy Update

2022

Asset Management Plan for Core Assets with the following components:

1. Current levels of service
2. Inventory analysis
3. Lifecycle activities to sustain LOS
4. Cost of lifecycle activities
5. Population and employment forecasts
6. Discussion of growth impacts

2025

Asset Management Plan for All Assets with the following additional components:

1. Proposed levels of service for next 10 years
2. Updated inventory analysis
3. Lifecycle management strategy
4. Financial strategy and addressing shortfalls
5. Discussion of how growth assumptions impacted lifecycle and financial

1.1.7 O. Reg. 588/17 Compliance Review

The following table identifies the requirements outlined in Ontario Regulation 588/17 for municipalities to meet by July 1, 2022. Next to each requirement a page or section reference is included in addition to any necessary commentary.

Requirement	O. Reg. Section	AMP Section Reference	Status
Summary of assets in each category	S.5(2), 3(i)	4.1.1 - 5.2.1	Complete
Replacement cost of assets in each category	S.5(2), 3(ii)	4.1.1 - 5.2.1	Complete
Average age of assets in each category	S.5(2), 3(iii)	4.1.3 - 5.2.3	Complete
Condition of core assets in each category	S.5(2), 3(iv)	4.1.2 - 5.2.2	Complete
Description of municipality's approach to assessing the condition of assets in each category	S.5(2), 3(v)	4.1.2 - 5.2.2	Complete
Current levels of service in each category	S.5(2), 1(i-ii)	4.1.6 - 5.2.6	Complete for Core Assets Only
Current performance measures in each category	S.5(2), 2	4.1.6 - 5.2.6	Complete for Core Assets Only
Lifecycle activities needed to maintain current levels of service for 10 years	S.5(2), 4	4.1.4 - 5.2.4	Complete
Costs of providing lifecycle activities for 10 years	S.5(2), 4	Appendix A	Complete
Growth assumptions	S.5(2), 5(i-ii) S.5(2), 6(i-vi)	6.1-6.2	Complete

2 Scope and Methodology

Key Insights

- This asset management plan includes 4 asset categories and is divided between tax-funded and rate-funded categories.
- The source and recency of replacement costs impacts the accuracy and reliability of asset portfolio valuation.
- Accurate and reliable condition data helps to prevent premature and costly rehabilitation or replacement and ensures that lifecycle activities occur at the right time to maximize asset value and useful life.

Asset Categories Included in this AMP

This asset management plan for the Township of Mulmur is produced in compliance with Ontario Regulation 588/17. The July 2022 deadline under the regulation—the first of three AMPs—requires analysis of only core assets (roads, bridges and culverts, water).

The AMP summarizes the state of the infrastructure for the Township’s asset portfolio, establishes current levels of service and the associated technical and customer oriented key performance indicators (KPIs), outlines lifecycle strategies for optimal asset management and performance, and provides financial strategies to reach sustainability for the asset categories listed below.

Asset Category	Source of Funding
Road Network	Tax Levy
Bridges & Culverts	
Non-Core Assets	
Water Network	User Rates

Deriving Replacement Costs

There are a range of methods to determine the replacement cost of an asset, and some are more accurate and reliable than others. This AMP relies on two methodologies:

- **User-Defined Cost and Cost/Unit:** Based on costs provided by municipal staff which could include average costs from recent contracts; data from engineering reports and assessments; staff estimates based on knowledge and experience
- **Cost Inflation/CPI Tables:** Historical cost of the asset is inflated based on Consumer Price Index or Non-Residential Building Construction Price Index

User-defined costs based on reliable sources are a reasonably accurate and reliable way to determine asset replacement costs. Cost inflation is typically used in the absence of reliable replacement cost data. It is a reliable method for recently purchased and/or constructed assets where the total cost is reflective of the actual costs that the Township incurred. As assets age, and new products and technologies become available, cost inflation becomes a less reliable method.

Estimated Useful Life

The estimated useful life (EUL) of an asset is the period over which the Township expects the asset to be available for use and remain in service before requiring replacement or disposal. The EUL for each asset in this AMP was assigned according to the knowledge and expertise of municipal staff and supplemented by existing industry standards when necessary.

Reinvestment Rate

As assets age and deteriorate they require additional investment to maintain a state of good repair. The reinvestment of capital funds, through asset renewal or replacement, is necessary to sustain an adequate level of service. The reinvestment rate is a measurement of available or required funding relative to the total replacement cost.

By comparing the actual vs. target reinvestment rate the Township can determine the extent of any existing funding gap. The reinvestment rate is calculated as follows:

$$\text{Target Reinvestment Rate} = \frac{\text{Annual Capital Requirement}}{\text{Total Replacement Cost}}$$

$$\text{Actual Reinvestment Rate} = \frac{\text{Annual Capital Funding}}{\text{Total Replacement Cost}}$$

Deriving Asset Condition

An incomplete or limited understanding of asset condition can mislead long-term planning and decision-making. Accurate and reliable condition data helps to prevent premature and costly rehabilitation or replacement and ensures that lifecycle activities occur at the right time to maximize asset value and useful life.

A condition assessment rating system provides a standardized descriptive framework that allows comparative benchmarking across the Township's asset portfolio. The table below outlines the condition rating system used in this AMP to determine asset condition. This rating system is aligned with the Canadian Core Public Infrastructure Survey which is used to develop the Canadian Infrastructure Report Card. When assessed condition data is not available, service life remaining is used to approximate asset condition.

Condition	Description	Criteria	Service Life Remaining (%)
Very Good	Fit for the future	Well maintained, good condition, new or recently rehabilitated	80-100
Good	Adequate for now	Acceptable, generally approaching mid-stage of expected service life	60-80
Fair	Requires attention	Signs of deterioration, some elements exhibit significant deficiencies	40-60
Poor	Increasing potential of affecting service	Approaching end of service life, condition below standard, large portion of system exhibits significant deterioration	20-40
Very Poor	Unfit for sustained service	Near or beyond expected service life, widespread signs of advanced deterioration, some assets may be unusable	0-20

The analysis in this AMP is based on assessed condition data only as available. In the absence of assessed condition data, asset age is used as a proxy to determine asset condition.

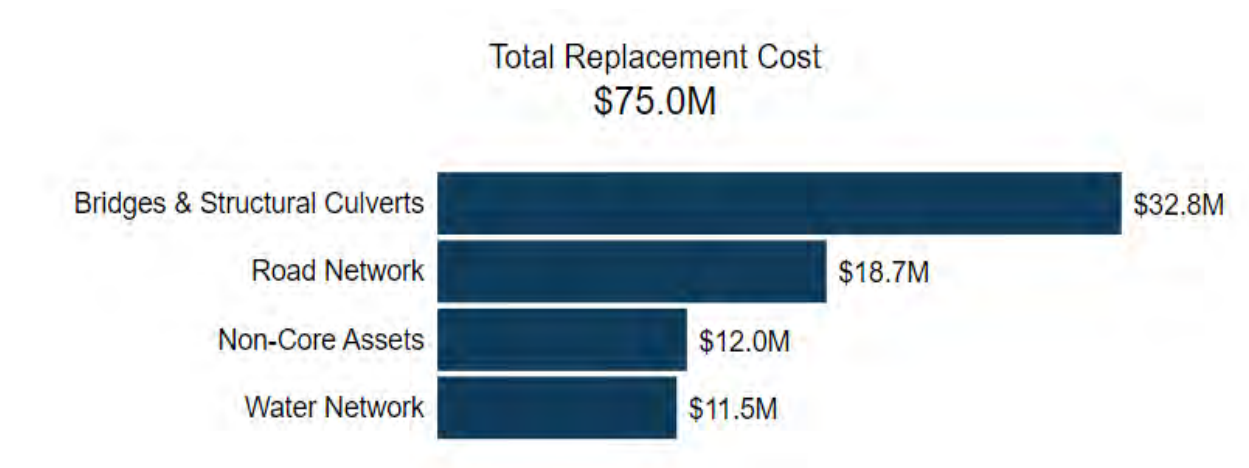
3 Portfolio Overview

Key Insights

- The total replacement cost of the Township's asset portfolio is \$75 million.
- The Township's target re-investment rate is 3.1%, and the actual re-investment rate is 1.69%, contributing to an expanding infrastructure deficit.
- 76% of all assets are in fair or better condition.
- Average annual capital requirements total \$2.3 million per year across all assets.

Total Replacement Cost of Asset Portfolio

The asset categories analysed in this AMP have a total replacement cost of \$75.0 million based on inventory data from 2021. This total was determined based on a combination of user-defined costs and historical cost inflation. This estimate reflects replacement of historical assets with similar, not necessarily identical, assets available for procurement today.

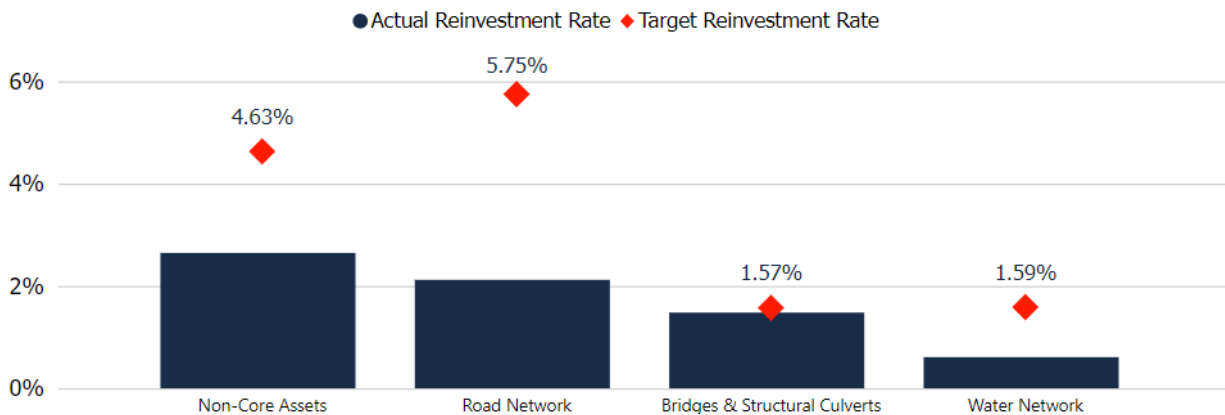


The following table identifies the methods employed to determine replacement costs across each asset category:

Asset Category	Replacement Cost Method	
	User-Defined	Notes
Road Network	95%	Staff Estimates
Bridges & Culverts	100%	Data source is 2020 Ontario Structure Inspection Manual (OSIM) report
Water Network	74%	Staff Estimates
Non-Core Assets	0%	Historical Inflation
Overall	79%	

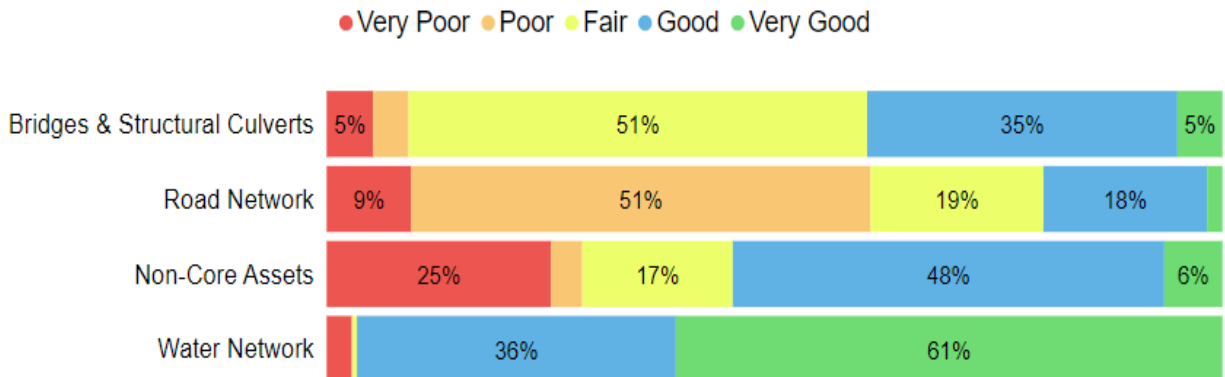
Target vs. Actual Reinvestment Rate

The graph below depicts funding gaps or surpluses by comparing target vs actual reinvestment rate. To meet the long-term replacement needs, the Township should be allocating approximately \$2.3 million annually, for a target reinvestment rate of 3.1%. Actual annual spending on infrastructure totals approximately \$1.3 million, for an actual reinvestment rate of 1.69%.



Condition of Asset Portfolio

The current condition of the assets is central to all asset management planning. Collectively, 76% of assets in Mulmur are in fair or better condition. This estimate relies on both age-based and field condition data.



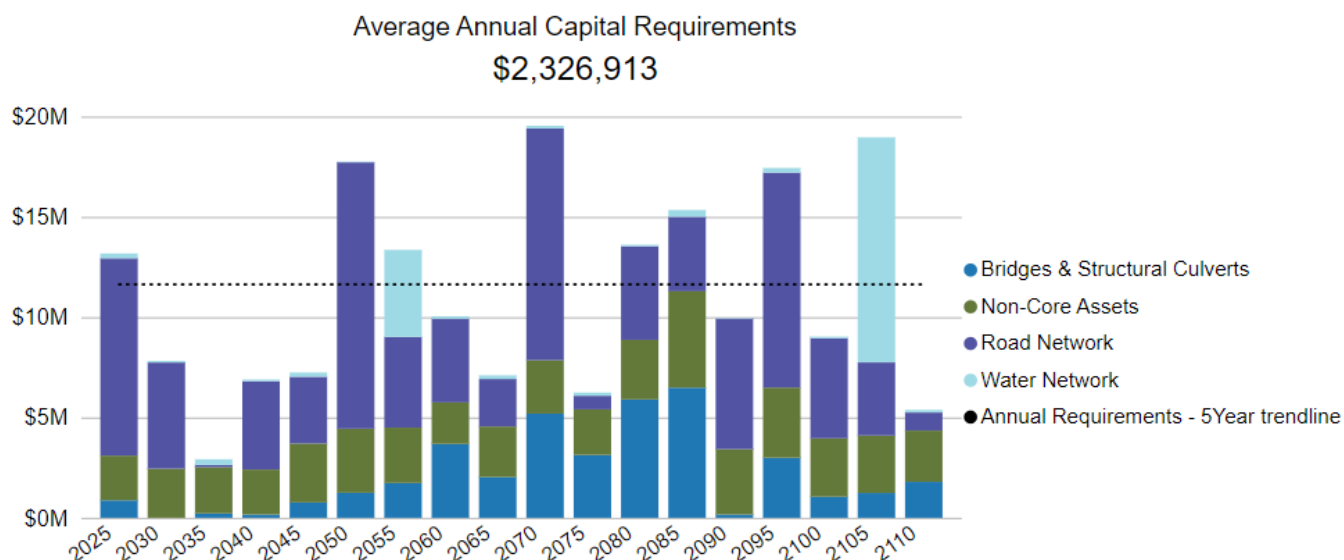
This AMP relies on assessed condition data for 69% of assets; for the remaining portfolio, age is used as an approximation of condition. Assessed condition data is invaluable in asset management planning as it reflects the true condition of the asset and its ability to perform its functions. The table below identifies the source of condition data used throughout this AMP.

Asset Category	Asset Segment	% of Assets with Assessed Condition	Source of Condition Data
Road Network	Paved Roads	96%	Staff Assessments
Bridges & Culverts	Bridges		
	Structural Culverts	100%	2020 OSIM Report
Water Network	All	3%	Staff Assessments
Non-Core Assets	All	34%	Staff Assessments

Forecasted Capital Requirements

The development of a long-term capital forecast should include both asset rehabilitation and replacement requirements. With the development of asset-specific lifecycle strategies that include the timing and cost of future capital events, the Township can produce an accurate long-term capital forecast.

The following graph identifies capital requirements over the next 100 years. This projection is used as it ensures that every asset has gone through one full iteration of replacement. The forecasted requirements are aggregated into 5-year bins and the trend line represents the average 5-year capital requirements.



4 Road Network

The road network is a critical component of the provision of safe and efficient transportation services. It includes all municipally owned and maintained roadways in addition to supporting roadside infrastructure like streetlights, small culverts, and road signs.

The Township's roads are maintained by the Public Works department who is also responsible for winter snow clearing, ice control and snow removal operations.

The state of the infrastructure for the road network is summarized in the following table.

Replacement Cost	Condition	Financial Capacity	
\$18.7 million	Fair (53%)	Annual Requirement:	\$1.1 million
		Funding Available:	\$396,000
		Annual Deficit:	\$678,000

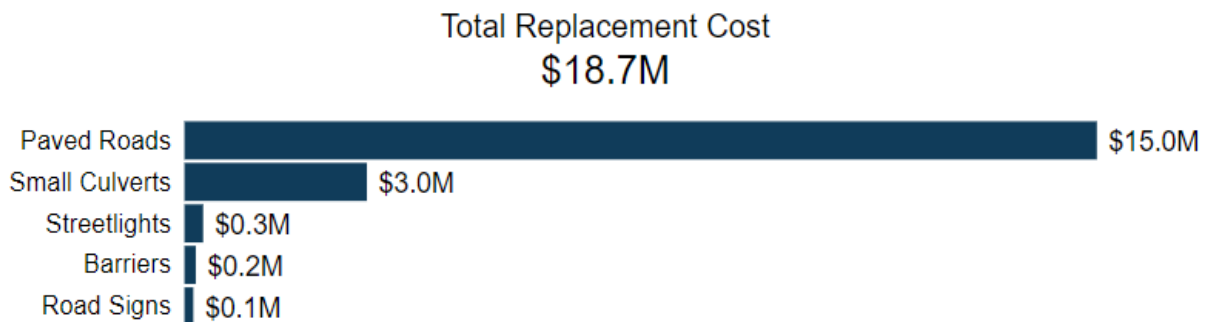
The following core values and level of service statements are a key driving force behind the Township's asset management planning:

Service Attribute	Level of Service Statement
Scope	The road network service is conveniently accessible to the whole community in sufficient capacity (meets traffic demands) and is available under all weather conditions.
Quality	The road network is in fair condition with minimal unplanned service interruptions and road closures.

Asset Inventory & Costs

The table below includes the quantity, total replacement cost and annual capital requirements of each asset segment in the Township's road network inventory.

Asset Segment	Quantity	Replacement Cost	Annual Capital Requirement
Unpaved Roads	177.2 km	Not Planned for Replacement ¹	
Paved Roads	55.7 km	\$15,030,000	\$964,000
Barriers	2.4 km	\$187,000	\$7,000
Road Signs	625	\$147,000	\$15,000
Small Culverts	Pooled	\$3,006,000	\$75,000
Streetlights	92	\$308,000	\$12,000
Total		\$18,677,000	\$1,074,000



Each asset's replacement cost should be reviewed periodically to determine whether adjustments are needed to more accurately represent realistic capital requirements.

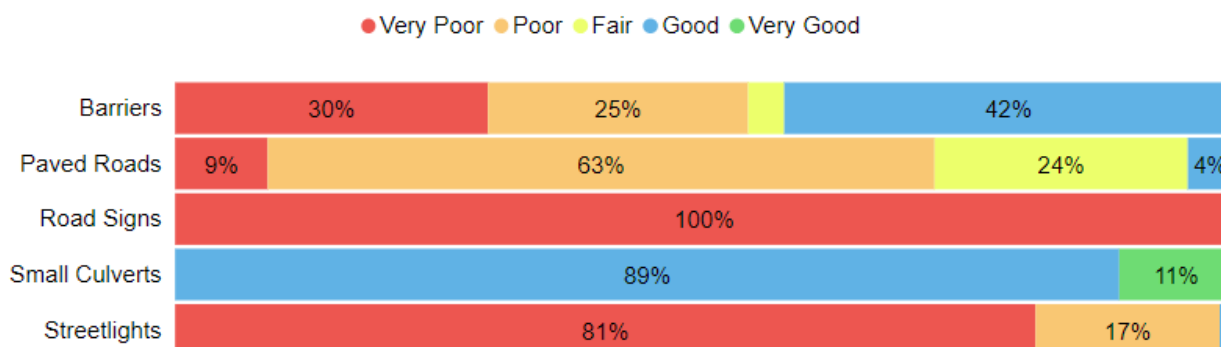
¹ Gravel roads undergo perpetual operating and maintenance activities. If maintained properly, they can theoretically have a limitless service life.

Asset Condition & Age

The table below identifies the current average condition, the average age, and the estimated useful life for each asset segment. The average condition (%) is a weighted value based on replacement cost.

Asset Segment	Estimated Useful Life (Years)	Average Age (Years)	Average Condition
Paved Roads	15	18.8	49% (Fair)
Barriers	25	23.0	38% (Poor)
Road Signs	10	18.9	0% (Very Poor)
Small Culverts	40	4.8	80% (Very Good)
Streetlights	25	29.1	6% (Very Poor)
Average		20.2	53% (Fair)

The graph below visually illustrates the average condition for each asset segment on a very good to very poor.



To ensure that the Township's road network continues to provide an acceptable level of service, the Township should monitor the average condition of all assets. If the average condition declines, staff should re-evaluate their lifecycle management strategy to determine what combination of maintenance, rehabilitation, and replacement activities is required to increase the overall condition of the roads.

Each asset's estimated useful life should also be reviewed periodically to determine whether adjustments need to be made to better align with the observed length of service life for each asset type.

4.1.1 Current Approach to Condition Assessment

Accurate and reliable condition data allows staff to more confidently determine the remaining service life of assets and identify the most cost-effective approach to managing assets. The following describes the Township's current approach:

- Staff conduct regular condition assessments on their paved and unpaved roads.
- Other roadside assets are inspected as needed in accordance with Minimum Maintenance Standards (MMS).

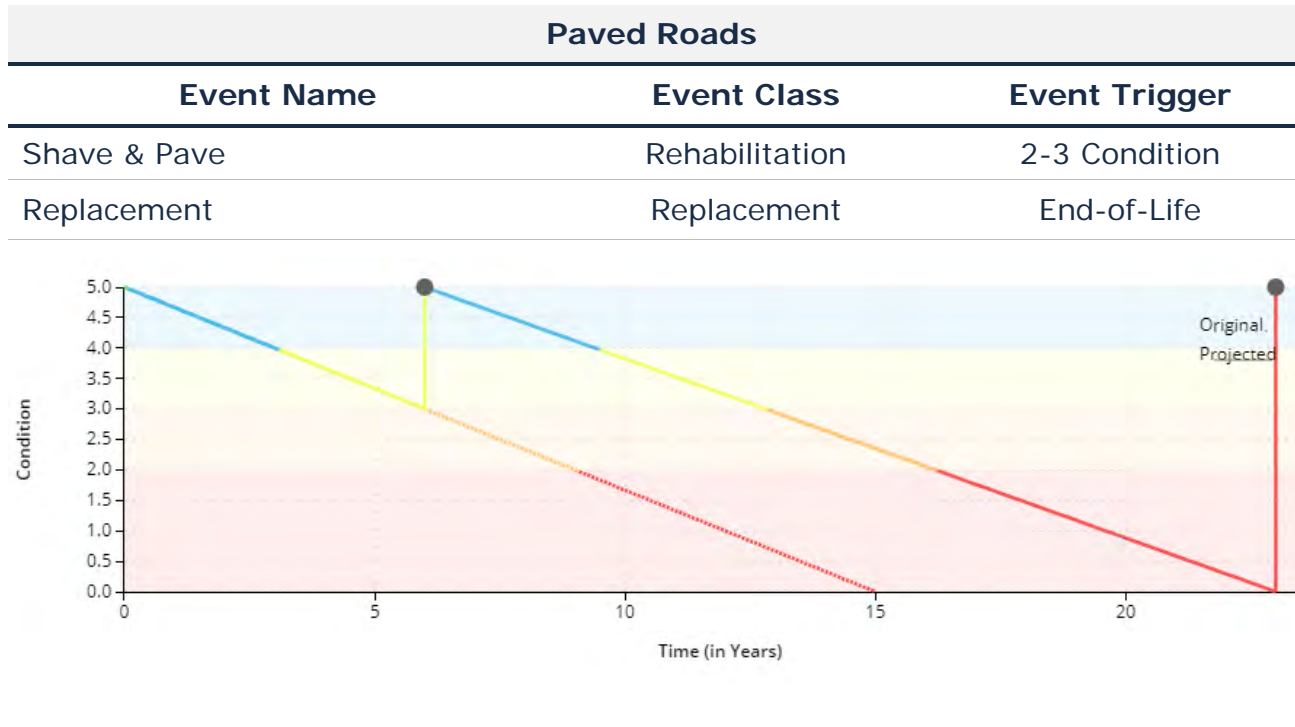
In this AMP the following rating criteria is used to determine the current condition of road segments and forecast future capital requirements:

Condition	Rating
Very Good	5
Good	4
Fair	3
Poor	2
Very Poor	0

Lifecycle Management Strategy

The condition or performance of most assets will deteriorate over time. This process is affected by a range of factors including an asset's characteristics, location, utilization, maintenance history and environment.

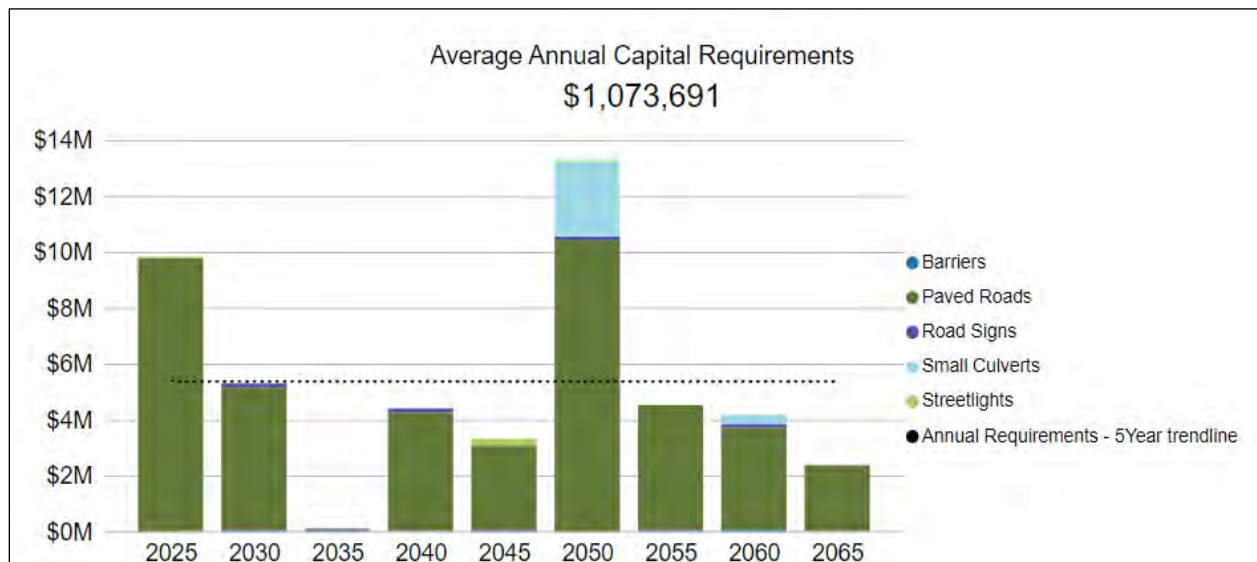
The following lifecycle strategy has been developed as a proactive approach to managing the lifecycle of paved roads. Instead of allowing the roads to deteriorate until replacement is required, strategic rehabilitation is expected to extend the service life of roads at a lower total cost.



4.1.2 Forecasted Capital Requirements

Based on the lifecycle strategies identified previously for paved roads, and assuming the end-of-life replacement of all other assets in this category, the following graph forecasts capital requirements for the road network.

The following graph forecasts long-term capital requirements. The annual capital requirement represents the average amount per year that the Township should allocate towards funding rehabilitation and replacement needs. The following graph identifies capital requirements over the next 50 years. This projection is used as it ensures that every asset has gone through one full iteration of replacement. The forecasted requirements are aggregated into 5-year bins and the trend line represents the average 5-year capital requirements.



The projected cost of lifecycle activities that will need to be undertaken over the next 10 years to maintain the current level of service can be found in Appendix A.

Risk & Criticality

4.1.3 Risk Matrix

The following risk matrix provides a visual representation of the relationship between the probability of failure and the consequence of failure for the assets within this asset category based on 2021 inventory data.



This is a high-level model developed for the purposes of this AMP and Township staff should review and adjust the risk model to reflect an evolving understanding of both the probability and consequences of asset failure.

The asset-specific attributes that municipal staff utilize to define and prioritize the roads are documented below:

Probability of Failure (POF)	Consequence of Failure (COF)
Condition	Replacement Cost (Financial)
	Average Daily Traffic Counts (Operational)

The identification of critical assets allows the Township to determine appropriate risk mitigation strategies and treatment options. Risk mitigation may include asset-specific lifecycle strategies, condition assessment strategies, or simply the need to collect better asset data.

4.1.4 Risks to Current Asset Management Strategies

The following section summarizes key trends, challenges, and risks to service delivery that the Township is currently facing:

Infrastructure Reinvestment



The current level of financial reinvestment does not sufficiently address maintenance and capital rehabilitation requirements to ensure roads remain in an adequate state of repair and achieve their intended service life. The financial strategy in this report addresses the extent of this underfunding.

Organizational Resources



The Township has a large inventory of roads which require regular maintenance and assessment. Staff capacity and expertise are sometimes insufficient to deploy optimal maintenance and assessment strategies.

Climate Change & Extreme Events



An increase in freeze/thaw cycles has been impacting the Township's roads. This causes the accelerated deterioration of road surfaces leading to a heightened need for maintenance and rehabilitation as well as reducing the useful life of the roads.

Levels of Service

The following tables identify the Township's current level of service for the road network. These metrics include the technical and community level of service metrics that are required as part of O. Reg. 588/17 as well as any additional performance measures that the Township has selected for this AMP.

4.1.5 Community Levels of Service

The following table outlines the qualitative descriptions that determine the community levels of service provided by the road network.

Service Attribute	Qualitative Description	Current LOS (2021)
Scope	Description, which may include maps, of the road network in the municipality and its level of connectivity	See Appendix B
Quality	Description or images that illustrate the different levels of road class pavement condition	<p>The Township conducts regular visual condition assessment for all Paved and Gravel Roads. Every road receives a condition rating (1-5).</p> <p>1 – Very Poor. Road requires immediate reconstruction within the next 1-2 years.</p> <p>2-3 – Poor/Fair. Road requires major rehabilitation and/or replacement in the next 3-6 years.</p> <p>4-5 – Good/Very Good – Roads are functioning as required. Preventative maintenance is recommended.</p>

4.1.6 Technical Levels of Service

The following table outlines the quantitative metrics that determine the technical level of service provided by the road network.

Service Attribute	Technical Metric	Current LOS (2021)
Scope	Lane-km of arterial roads (MMS classes 1 and 2) per land area (km/km ²)	0 km / 287 km ²
	Lane-km of collector roads (MMS classes 3 and 4) per land area (km/km ²)	0 km / 287 km ²
	Lane-km of local roads (MMS classes 5 and 6) per land area (km/km ²)	424 km / 287 km ²
Quality	Average pavement condition index for paved roads in the municipality	49%
	Average surface condition for unpaved roads in the municipality (e.g., excellent, good, fair, poor)	Fair
Performance	Capital reinvestment rate	2.12%

Recommendations

Asset Inventory

- Continue to refine and update asset attribute information, such as traffic counts, road type, or drainage adequacy, to ensure accuracy of the risk and lifecycle strategy outcomes. Review road signs and barriers inventory to determine if a comprehensive and accurate inventory has been compiled.
- Update replacement cost information on a regular basis, every 1-2 years, especially for the linear road segments.

Condition Assessment Strategies

- The last comprehensive assessment of the road network was completed in 2020. Consider completing an updated assessment of all roads every 5-7 years as part of a dedicated condition strategy program. The information should be uploaded into the Citywide database promptly to drive strategic capital planning.

Risk & Lifecycle Management Strategies

- Evaluate the efficacy of the Township's lifecycle management strategies at regular intervals to determine the impact cost, condition, and risk.
- Review risk models on a regular basis and adjust according to an evolving understanding of the probability and consequences of asset failure.

Levels of Service

- Continue to measure current levels of service in accordance with the metrics identified in O. Reg. 588/17 and those metrics that the Township believes to provide meaningful and reliable inputs into asset management planning.
- Work towards identifying proposed levels of service as per O. Reg. 588/17 and identify the strategies that are required to close any gaps between current and proposed levels of service.

5

Bridges & Structural Culverts

Bridges and structural culverts represent a critical portion of the transportation services provided to the community. The Public Works department is responsible for the maintenance of all bridges and culverts located across municipal roads with the goal of keeping structures in an adequate state of repair and minimizing service disruptions.

The state of the infrastructure for bridges and culverts is summarized in the following table.

Replacement Cost	Condition	Financial Capacity	
\$32.8 million	Fair (65%)	Annual Requirement:	\$516,000
		Funding Available:	\$486,000
		Annual Deficit:	\$30,000

The following core values and level of service statements are a key driving force behind the Township's asset management planning:

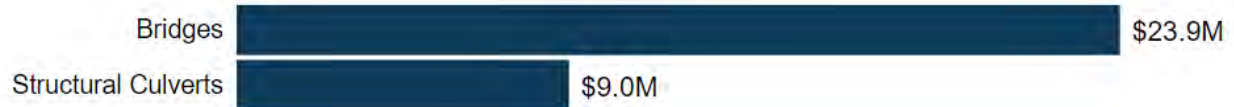
Service Attribute	Level of Service Statement
Scope	Bridges and culverts are conveniently accessible to the whole community in sufficient capacity (meets traffic demands) and are available under all weather conditions.
Quality	The bridges and culverts are in fair condition with minimal unplanned service interruptions and closures.

Asset Inventory & Costs

The table below includes the quantity, total replacement cost and annual capital requirements of each asset segment in the Township’s bridges and structural culverts inventory.

Asset Segment	Quantity	Replacement Cost	Annual Capital Requirement
Bridges	28	\$23,859,000	\$396,000
Structural Culverts	16	\$8,977,000	\$120,000
Total		\$32,837,000	\$516,000

Total Replacement Cost
\$32.8M



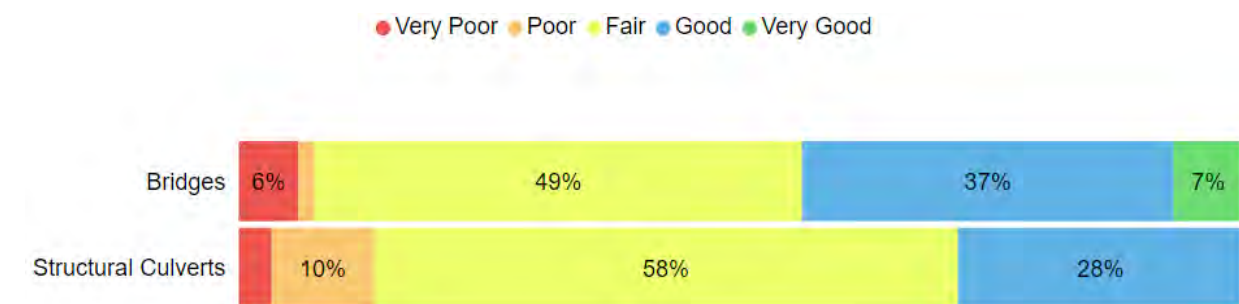
Each asset’s replacement cost should be reviewed periodically to determine whether adjustments are needed to more accurately represent realistic capital requirements.

Asset Condition & Age

The table below identifies the current average condition, the average age, and the estimated useful life for each asset segment. The average condition (%) is a weighted value based on replacement cost.

Asset Segment	Estimated Useful Life (Years)	Average Age (Years)	Average Condition
Bridges	50 – 75	56.0	66% (Fair)
Structural Culverts	75	38.2	62% (Fair)
Average		51.5	65% (Fair)

The graph below visually illustrates the average condition for each asset segment on a very good to very poor scale.



To ensure that the Municipality's Bridges & Structural Culverts continue to provide an acceptable level of service, the Municipality should monitor the average condition of all assets. If the average condition declines, staff should re-evaluate their lifecycle management strategy to determine what combination of maintenance, rehabilitation, and replacement activities is required to increase the overall condition of the bridges and structural culverts.

Each asset's Estimated Useful Life should also be reviewed periodically to determine whether adjustments need to be made to better align with the observed length of service life for each asset type.

5.1.1 Current Approach to Condition Assessment

Accurate and reliable condition data allows staff to more confidently determine the remaining service life of assets and identify the most cost-effective approach to managing assets. The following describes the Township's current approach:

- Condition assessments of all bridges and structural culverts, with a span greater than or equal to 3 meters, are completed every 2-4 years in accordance with the Ontario Structure Inspection Manual (OSIM).
- Staff perform visual inspections of bridges and structural culverts on an as-needed basis between OSIMs inspections.

In this AMP, the following rating criteria is used to determine the current condition of bridges and structural culverts and forecast future capital requirements:

Condition	Rating
Very Good	90
Good	70
Fair	50
Poor	30
Very Poor	0

Lifecycle Management Strategy

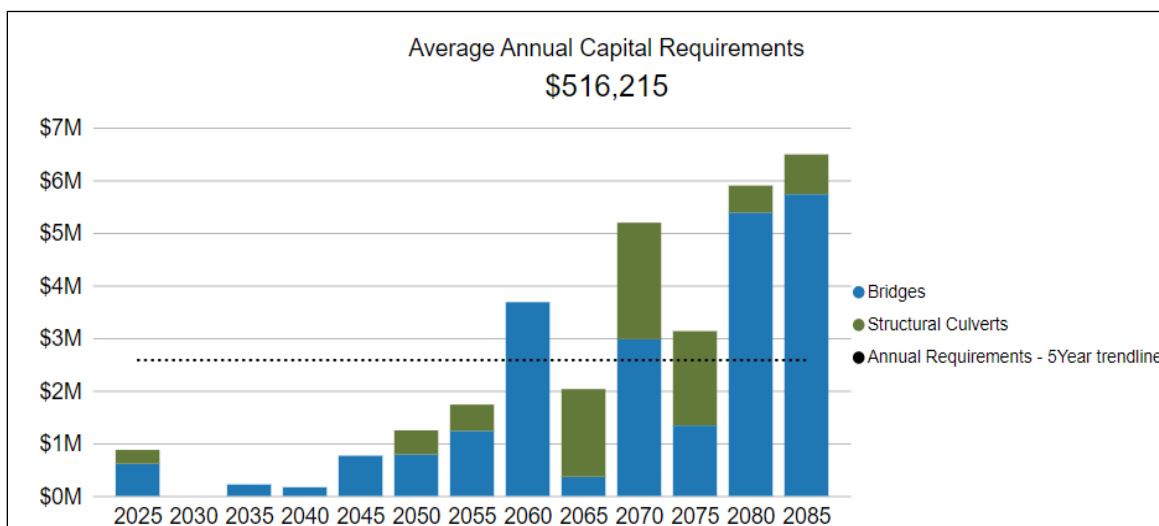
The condition or performance of most assets will deteriorate over time. To ensure that municipal assets are performing as expected and meeting the needs of customers, it is important to establish a lifecycle management strategy to proactively manage asset deterioration.

The following table outlines the Township's current lifecycle management strategy.

Activity Type	Description of Current Strategy
Maintenance, Rehabilitation/ Replacement	All lifecycle activities are driven by the results of mandated structural inspections completed according to the Ontario Structure Inspection Manual (OSIM) Washing and dusting of bridges is completed annually in Spring. Bridges are swept on a regular basis.

5.1.2 Forecasted Capital Requirements

The following graph forecasts long-term capital requirements. The annual capital requirement represents the average amount per year that the Township should allocate towards funding rehabilitation and replacement needs. The following graph identifies capital requirements over the next 70 years. This projection is used as it ensures that every asset has gone through one full iteration of replacement. The forecasted requirements are aggregated into 5-year bins and the trend line represents the average 5-year capital requirements.



The projected cost of lifecycle activities that will need to be undertaken over the next 10 years to maintain the current level of service can be found in Appendix A.

Risk & Criticality

5.1.3 Risk Matrix

The following risk matrix provides a visual representation of the relationship between the probability of failure and the consequence of failure for the assets within this asset category based on 2021 inventory data.



This is a high-level model developed for the purposes of this AMP and Township staff should review and adjust the risk model to reflect an evolving understanding of both the probability and consequences of asset failure.

The asset-specific attributes that municipal staff utilize to define and prioritize the criticality of bridges and structural culverts are documented below:

Probability of Failure (POF)	Consequence of Failure (COF)
Condition	Replacement Cost (Financial)
	Detour Distance (Operational)

The identification of critical assets allows the Township to determine appropriate risk mitigation strategies and treatment options. Risk mitigation may include asset-specific lifecycle strategies, condition assessment strategies, or simply the need to collect better asset data.

5.1.4 Risks to Current Asset Management Strategies

The following section summarizes key trends, challenges, and risks to service delivery that the Township is currently facing:

Climate Change & Extreme Events



Washouts, steep slopes, high banks, and flooding causes damage to multiple components of the Townships bridges. The rising levels of freshwater and the increased frequency and intensity of precipitation events are likely to increase the deterioration of bridge components. Future bridge and structural culvert designs may need to consider upsizing in anticipation of handling bigger storm events. Over time, this risk is expected to become more impactful. Existing infrastructure may not be sufficiently sized to manage these conditions and may eventually require replacement.

Organizational Resources



The Township has a large inventory of bridges which require regular maintenance and assessment. Staff capacity and expertise are sometimes challenged to deploy optimal maintenance and assessment strategies.

Levels of Service

The following tables identify the Township's current level of service for bridges and structural culverts. These metrics include the technical and community level of service metrics that are required as part of O. Reg. 588/17 as well as any additional performance measures that the Township has selected for this AMP.

5.1.5 Community Levels of Service

The following table outlines the qualitative descriptions that determine the community levels of service provided by bridges and structural culverts.

Service Attribute	Qualitative Description	Current LOS (2021)
Scope	Description of the traffic that is supported by municipal bridges (e.g., heavy transport vehicles, motor vehicles, emergency vehicles, pedestrians, cyclists)	Bridges and structural culverts are a key component of the municipal transportation network. None of the Township's structures currently have loading or dimensional restrictions meaning that most types of vehicles, including heavy transport, emergency vehicles, and cyclists can cross them without restriction.
Quality	Description or images of the condition of bridges and culverts and how this would affect use of the bridges and culverts	<p>Bridges and structural culverts receive a bridge condition index (BCI) during OSIM inspections. BCI values range from 0 to 100 and are broken into the following ranges:</p> <p>70-100 BCI: Considered to be in good/excellent condition and only routine maintenance is recommended.</p> <p>50-70 BCI: Considered to be in fair condition and rehabilitation is recommended within the next 5 years.</p> <p><50 BCI: Considered to be in poor/very poor condition with imminent replacement required in the next 1-3 years.</p>

5.1.6 Technical Levels of Service

The following table outlines the quantitative metrics that determine the technical level of service provided by bridges and structural culverts.

Service Attribute	Technical Metric	Current LOS (2021)
Scope	% of bridges in the Township with loading or dimensional restrictions	0%
Quality	Average bridge condition index value for bridges in the Township	66
	Average bridge condition index value for structural culverts in the Township	62
Performance	Capital re-investment rate	1.48%

Recommendations

Asset Inventory

- Continue to review and validate inventory data, assessed condition data and replacement costs for all bridges and structural culverts upon the completion of OSIM inspections every 2 years.
- Review the classification structure of bridges and structural culvert assets, and how they should be componentized moving forward for better lifecycle management.

Risk/Lifecycle Management Strategies

- Review risk models on a regular basis and adjust according to an evolving understanding of the probability and consequences of asset failure.
- This AMP only includes capital costs associated with the rehabilitation and reconstruction of bridges and structural culverts. The Township should continue to identify and integrate projected capital rehabilitation and renewal events for bridges and culverts into Citywide for more proactive long-term planning.

Levels of Service

- Continue to measure current levels of service in accordance with the metrics identified in O. Reg. 588/17 and those metrics that the Township believe to provide meaningful and reliable inputs into asset management planning.
- Work towards identifying proposed levels of service as per O. Reg. 588/17 and identify the strategies that are required to close any gaps between current and proposed levels of service.

6 Non-Core Assets

This AMP primarily focuses on core asset categories in order to meet 2022 O. Reg. 588/17 requirements. The following asset categories are considered non-core infrastructure, and have been included in this AMP to provide a comprehensive analysis of the Township's asset portfolio. Staff will work on improving the data quality and analysis of these assets in preparation for the 2024 O.Reg. 588/17 requirements.

- Facilities
- Vehicles
- Land Improvements
- Machinery & Equipment

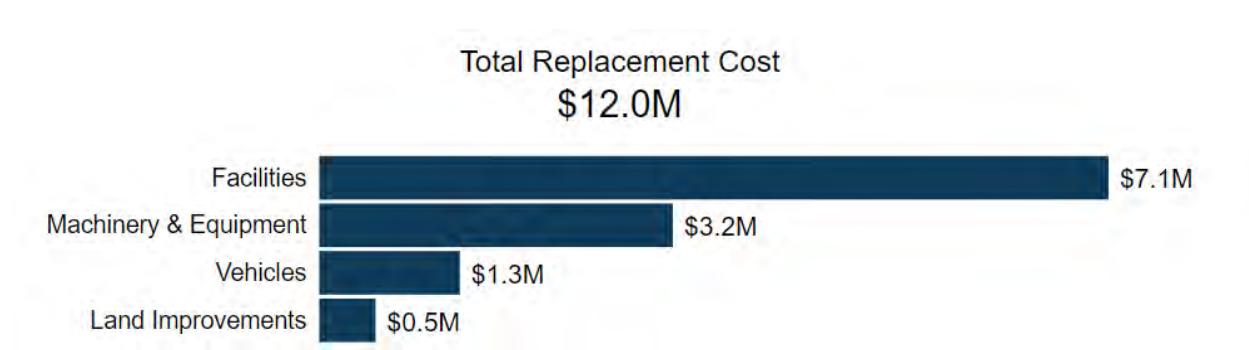
The state of the infrastructure for the non-core assets is summarized in the following table.

Replacement Cost	Condition	Financial Capacity	
\$12.0 million	Fair (48%)	Annual Requirement:	\$555,000
		Funding Available:	\$317,000
		Annual Deficit:	\$238,000

Asset Inventory & Costs

The table below includes the quantity, total replacement cost and annual capital requirements of each asset segment in the Township's non-core assets inventory.

Asset Segment	Quantity (components)	Replacement Cost	Annual Capital Requirement
Facilities	8 (29)	\$7,057,000	\$121,000
Land Improvements	Pooled Assets ²	\$503,000	\$25,000
Machinery & Equipment	70	\$3,162,000	\$281,000
Vehicles	9	\$1,257,000	\$129,000
Total		\$11,979,000	\$555,000



Each asset's replacement cost should be reviewed periodically to determine whether adjustments are needed to more accurately represent realistic capital requirements.

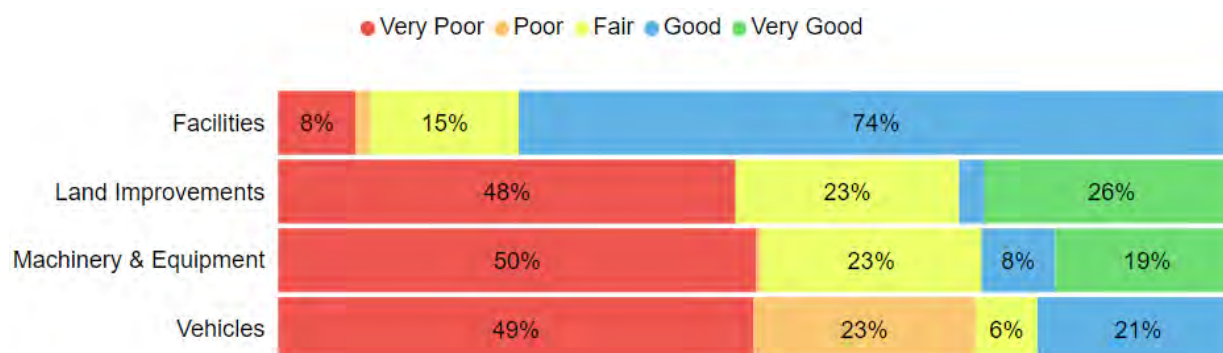
² Many of the land improvement assets are pooled due to their low individual costs. Staff will verify the quantity of these assets in future AMP iterations.

Asset Condition & Age

The table below identifies the current average condition, the average age, and the estimated useful life for each asset segment. The average Condition (%) is a weighted value based on replacement cost.

Asset Segment	Estimated Useful Life (Years)	Average Age (Years)	Average Condition
Facilities	10-100	23.8	58% (Fair)
Land Improvements	10-75	12.9	39% (Poor)
Machinery & Equipment	5-30	15.9	36% (Poor)
Vehicles	8-10	8.2	29% (Poor)
Average		17.5	48% (Fair)

The graph below visually illustrates the average condition for each asset segment on a very good to very poor.



To ensure that the Township's non-core assets continue to provide an acceptable level of service, the Township should monitor the average condition of all assets. If the average condition declines, staff should re-evaluate their lifecycle management strategy to determine what combination of maintenance, rehabilitation and replacement activities is required to increase the overall condition of the land improvements.

Each asset's estimated useful life should also be reviewed periodically to determine whether adjustments need to be made to better align with the observed length of service life for each asset type.

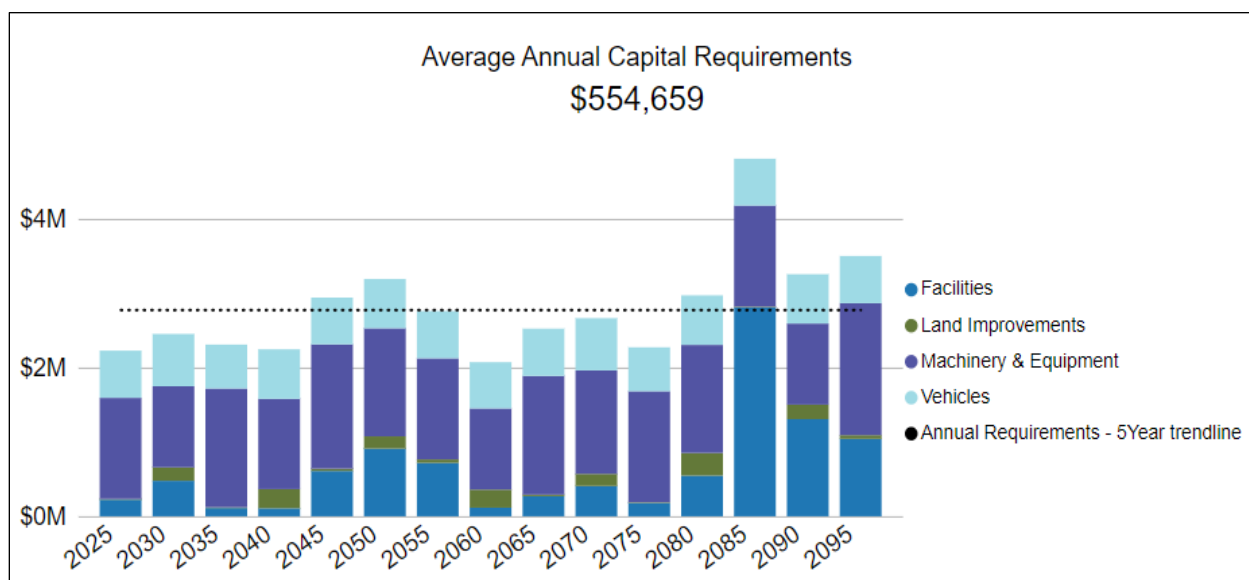
Lifecycle Management Strategy

The documentation of lifecycle management strategies, current levels of service, and risk are critical to the development of a comprehensive asset management program. These components of the asset management plan support effective short-term and long-term capital planning and contribute to more proactive asset management practices, thus extending the estimated useful life of many assets and providing a higher level of service.

In accordance with O. Reg. 588/17, the Township will continue to gather data and information in order to detail and review the lifecycle management strategies, levels of service, and risk of all non-core asset categories by July 1, 2024

Forecasted Capital Requirements

The following graph forecasts long-term capital requirements. The annual capital requirement represents the average amount per year that the Township should allocate towards funding rehabilitation and replacement needs. The following graph identifies capital requirements over the next 80 years. This projection is used as it ensures that every asset has gone through one full iteration of replacement. The forecasted requirements are aggregated into 5-year bins and the trend line represents the average 5-year capital requirements.



The projected cost of lifecycle activities that will need to be undertaken over the next 10 years to maintain the current level of service can be found in Appendix A.

7 Water Network

The Township of Mulmur provides water services to the municipality through the Mansfield Water system. Staff work with Dufferin Water Co. to supply of clean, safe drinking water through the management of water assets such as watermains, hydrants, wells, and water buildings & equipment.

The state of the infrastructure for the water network is summarized in the following table:

Replacement Cost	Condition	Financial Capacity	
\$11.5 million	Good (77%)	Annual Requirement:	\$182,000
		Funding Available:	\$70,000
		Annual Deficit:	\$112,000

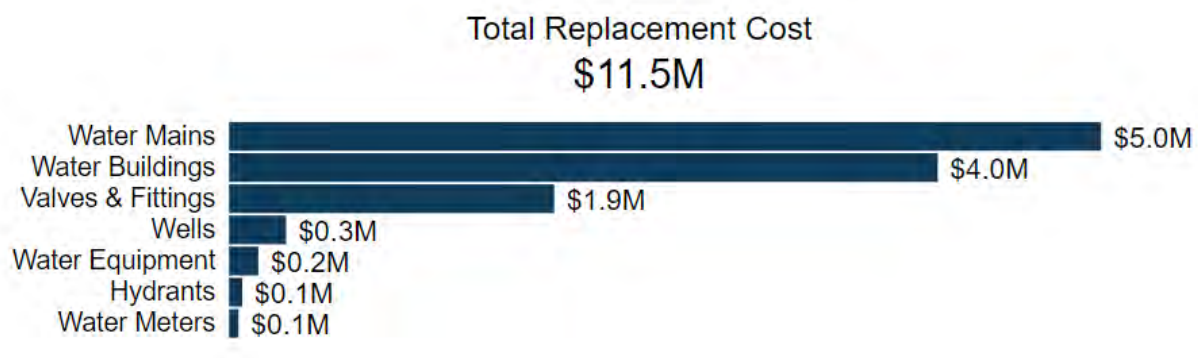
The following core values and level of service statements are a key driving force behind the Township's asset management planning:

Service Attribute	Level of Service Statement
Scope	Municipal water is conveniently accessible and in sufficient capacity (does not exceed maximum use) to users connected to the water system Fire flow protection is adequate for those users as well.
Quality/Reliability	The water network is in good condition with minimal unplanned service interruptions (i.e., minimal main breaks or boil water advisories)

Asset Inventory & Costs

The table below includes the quantity, replacement cost method, and annual capital requirements of each asset segment in the Township's water network inventory.

Asset Segment	Quantity (components)	Replacement Cost	Annual Capital Requirement
Hydrants	21	\$76,000	\$2,000
Valves & Fittings	385	\$1,855,000	\$20,000
Water Buildings	2 (8)	\$4,041,000	\$83,000
Water Equipment	3	\$167,000	\$16,000
Water Mains	8.7 kms	\$4,974,000	\$50,000
Water Meters	154	\$54,000	\$1,000
Wells	3 (6)	\$325,000	\$11,000
Total		\$11,492,000	\$182,000



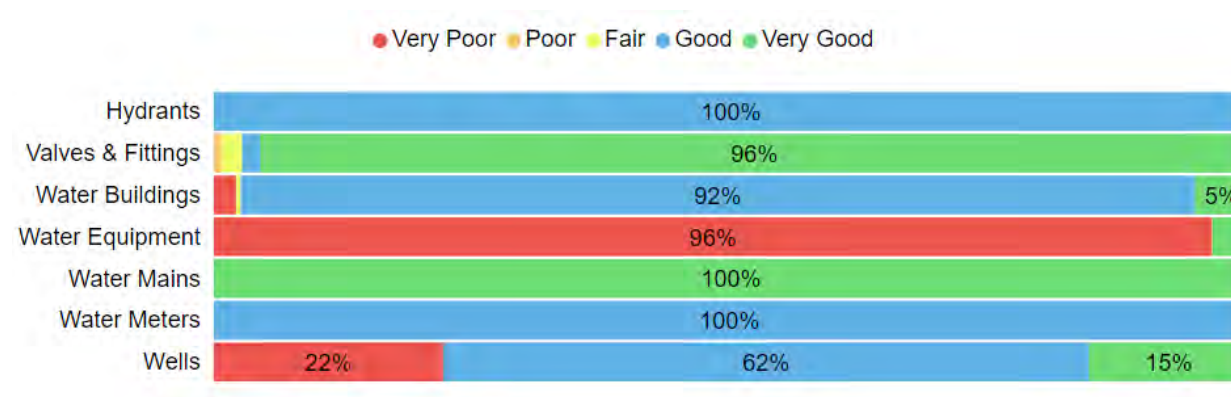
Each asset's replacement cost should be reviewed periodically to determine whether adjustments are needed to more accurately represent realistic capital requirements.

Asset Condition & Age

The table below identifies the current average condition, the average age, and the estimated useful life for each asset segment. The average condition (%) is a weighted value based on replacement cost.

Asset Segment	Estimated Useful Life (Years)	Average Age (Years)	Average Condition
Hydrants	50	13.5	73% (Good)
Valves & Fittings	25-100	14.3	84% (Very Good)
Water Buildings	15-100	16.2	67% (Good)
Water Equipment	10-100	14.3	3% (Very Poor)
Water Mains	100	14.0	86% (Very Good)
Water Meters	50	12.9	74% (Good)
Wells	15-50	14.9	56% (Fair)
Average		14.0	77% (Good)

The graph below visually illustrates the average condition for each asset segment on a very good to very poor scale.



To ensure that the Township's water network continues to provide an acceptable level of service, the Township should monitor the average condition of all assets. If the average condition declines, staff should re-evaluate their lifecycle management strategy to determine what combination of maintenance, rehabilitation and replacement activities is required to increase the overall condition of the water network.

Each asset's Estimated Useful Life should also be reviewed periodically to determine whether adjustments need to be made to better align with the observed length of service life for each asset type.

7.1.1 Current Approach to Condition Assessment

Accurate and reliable condition data allows staff to more confidently determine the remaining service life of assets and identify the most cost-effective approach to managing assets. The following describes the Township's current approach:

- Staff primarily rely on the age, pipe material, pipe size and number of breaks per segment to determine the projected condition of watermain.
- Point assets such as hydrants and valves are inspected on an as-needed basis to comply with the Safe Drinking Water Act (SDWA).
- Water buildings and equipment are inspected by Township staff and Dufferin Water Co. staff on a regular basis in compliance with manufacturer recommendations, the Building Code Act, and the Drinking Water Quality Management Standard (DWQMS).

In this AMP the following rating criteria is used to determine the current condition of water network assets and forecast future capital requirements:

Condition	Rating
Very Good	80
Good	60
Fair	40
Poor	20
Very Poor	0

Lifecycle Management Strategy

The condition or performance of most assets will deteriorate over time. To ensure that municipal assets are performing as expected and meeting the needs of customers, it is important to establish a lifecycle management strategy to proactively manage asset deterioration.

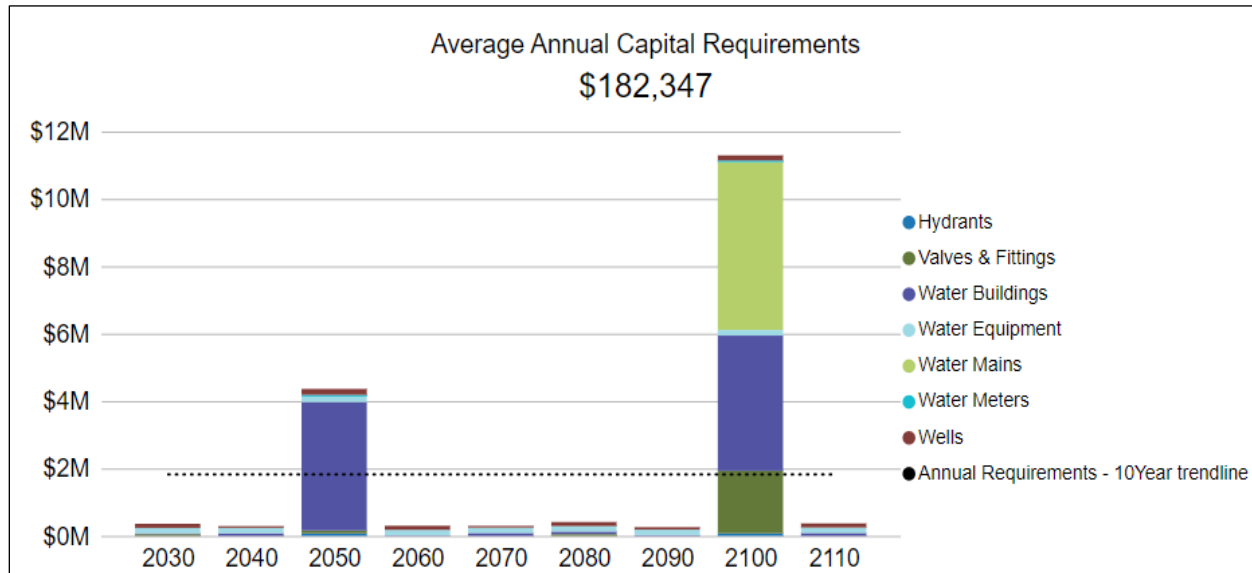
The following table outlines the Township's current lifecycle management strategy.

Activity Type	Description of Current Strategy
Maintenance	Main flushing is completed bi-annually using in-house resources
	Valve exercising is completed every 3 years
	Regular monitoring and sampling of water is performed by Dufferin Water Co. staff to meet or exceed O.Reg. 170/03 regulatory requirements
	Pressure testing to identify deficiencies and potential leaks is completed on an as-needed basis
Rehabilitation/ Replacement	In the absence of mid-lifecycle rehabilitative events, most mains are simply maintained with the goal of full replacement once they reach end-of-life. Main replacements are identified based on an analysis of the main break rate as well as any issues identified during regular maintenance activities
	Vertical assets such as the wells, pumping stations or buildings are rehabilitated and/or replaced based on their physical condition, capacity issues , funding availability, and risk of failure to the water operations.

7.1.2 Forecasted Capital Requirements

The following graph forecasts long-term capital requirements. The annual capital requirement represents the average amount per year that the Township should allocate towards funding rehabilitation and replacement needs. The following graph identifies capital requirements over the next 90 years.

This projection is used as it ensures that every asset has gone through one full iteration of replacement. The forecasted requirements are aggregated into 10-year bins and the trend line represents the average 10-year capital requirements.



The projected cost of lifecycle activities that will need to be undertaken over the next 10 years to maintain the current level of service can be found in Appendix A.

Risk & Criticality

7.1.3 Risk Matrix

The following risk matrix provides a visual representation of the relationship between the probability of failure and the consequence of failure for the assets within this asset category based on 2021 inventory data.



This is a high-level model developed for the purposes of this AMP and Township staff should review and adjust the risk model to reflect an evolving understanding of both the probability and consequences of asset failure.

The asset-specific attributes that municipal staff utilize to define and prioritize the criticality of the water network are documented below:

Probability of Failure (POF)	Consequence of Failure (COF)
Condition	Replacement Cost (Financial)
Pipe Size	Structure Type (Operational)

The identification of critical assets allows the Township to determine appropriate risk mitigation strategies and treatment options. Risk mitigation may include asset-specific lifecycle strategies, condition assessment strategies, or simply the need to collect better asset data.

7.1.4 Risks to Current Asset Management Strategies

The following section summarizes key trends, challenges, and risks to service delivery that the Township is currently facing:

Assessed Condition Data



Watermains are much more difficult to inspect unlike sanitary and storm sewer mains where CCTV camera inspection is possible. At present, staff rely on age-based estimates of current condition to try and predict when pipes need to be replaced. There is some uncertainty as to whether this is an effective approach to determine the current condition of watermains. Increasing the accuracy and reliability of asset data and information can allow staff to confidently develop data-driven strategies to address infrastructure needs.

Levels of Service

The following tables identify the Township's current level of service for water network. These metrics include the technical and community level of service metrics that are required as part of O. Reg. 588/17 as well as any additional performance measures that the Township has selected for this AMP.

7.1.5 Community Levels of Service

The following table outlines the qualitative descriptions that determine the community levels of service provided by water network.

Service Attribute	Qualitative Description	Current LOS (2021)
Scope	Description, which may include maps, of the user groups or areas of the municipality that are connected to the municipal water system	The Mansfield Water System currently serves 153 service connections within Mulmur Township, and is classified as a large municipal residential water system. The user groups that are connected to the water system have adequate fire flow protection.
	Description, which may include maps, of the user groups or areas of the municipality that have fire flow	
Reliability	Description of boil water advisories and service interruptions	The Township experienced no boil water advisories in 2021. However, water service interruptions may occur due to main breaks, maintenance activities or reconstruction projects. Staff attend to these interruptions in a timely manner, when possible.

7.1.6 Technical Levels of Service

The following table outlines the quantitative metrics that determine the technical level of service provided by the water network.

Service Attribute	Technical Metric	Current LOS (2021)
Scope	% of properties connected to the municipal water system	10%
	% of properties where fire flow is available	10%
Reliability	# of connection-days per year where a boil water advisory notice is in place compared to the total number of properties connected to the municipal water system	0: 153
	# of connection-days per year where water is not available due to water main breaks compared to the total number of properties connected to the municipal water system	0: 153
Performance	Capital re-investment rate	0.61%

Recommendations

Asset Inventory

- Vertical assets such as the water buildings and wells should be broken down into their major elemental components (i.e., HVAC, electrical, plumbing, etc.) in order to assist Staff in developing more accurate capital plans.
- Replacement cost information, especially for linear underground assets and critical high-risk water buildings/equipment, should be updated on a regular basis (every 1-2 years) to ensure reliability of asset management outcomes.
- Staff should continue to review their asset inventory and verify that the asset quantities are fulsome and realistic.

Condition Assessment Strategies

- Incorporate condition information, where possible, to improve risk and lifecycle strategy models. Staff should collect cursory condition information (very good-very poor rating scale) for all visible assets and integrate it into the asset management database.

Risk/Lifecycle Management Strategies

- Review risk models on a regular basis and adjust according to an evolving understanding of the probability and consequences of asset failure.
- Incorporate scheduled lifecycle activities into the Citywide database for more proactive strategic planning.

Levels of Service

- Continue to measure current levels of service in accordance with the metrics identified in O. Reg. 588/17 and those metrics that the Township believe to provide meaningful and reliable inputs into asset management planning.
- Work towards identifying proposed levels of service as per O. Reg. 588/17 and identify the strategies that are required to close any gaps between current and proposed levels of service.

8

Impacts of Growth

Key Insights

- Understanding the key drivers of growth and demand will allow the Township to plan for new infrastructure more effectively, and the upgrade or disposal of existing infrastructure.
- Moderate population and employment growth is expected.
- The costs of growth should be considered in long-term funding strategies that are designed to maintain the current level of service

Description of Growth Assumptions

The demand for infrastructure and services will change over time based on a combination of internal and external factors. Understanding the key drivers of growth and demand will allow the Township to more effectively plan for new infrastructure, and the upgrade or disposal of existing infrastructure. Increases or decreases in demand can affect what assets are needed and what level of service meets the needs of the community.

8.1.1 Township of Mulmur Official Plan (2012)

The Township of Mulmur adopted an Official Plan to guide development within the Township between the years of 2009 and 2029. The policies included in the Plan are consistent with the Provincial Policy Statement and do not conflict with Provincial Plans. Such policies are intended to encourage new development that does not add additional financial burden on the Township and will balance the costs of providing necessary additional municipal services, facilities, and infrastructure.

The Official Plan was approved by the Ministry of Municipal Affairs and Housing on April 24th, 2012.

The Township of Mulmur is primarily a rural area. The Official Plan considers the desire of the public to preserve the natural features of the Township and maintain the open landscape. A steady influx of recreational property owners and young families have begun to migrate to the Township, due to the availability of quality housing in an attractive rural environment. Demand for rural properties and rural community living has also been driven by the ability to work from home. New residents require expanded municipal services, infrastructure, and facilities, however, new residents from urban areas often demand more advanced municipal services, infrastructure, and facilities as well.

The Township is responsible for population and employment growth, as allocated by the province. Identified settlement areas are the focus of growth in the Township, and the vitality and regeneration of these settlement areas are promoted.

8.1.2 Growth Plan for the Greater Golden Horseshoe (2020)

Growth management planning for the Township of Mulmur is conducted on a County-wide basis following the Growth Plan for the Greater Golden Horseshoe. Future growth is controlled and managed in accordance with the objectives outlined in the Official Plan and the Growth Plan for the Greater Golden Horseshoe, within the regional context of the County of Dufferin.

The County of Dufferin's Official Plan Consolidation was adopted on May 15th, 2017. Population growth for the Township of Mulmur is defined in the County Plan. A population increase of approximately 4,290 people is expected in the Township by 2031, and the Township's employment is expected to grow to approximately 820 jobs by 2031. This results in a future growth rate of approximately 0.5% per year for the 20-year planning period.

The following table outlines the population and employment forecasts allocated to the Township of Mulmur.

	2011	2031	2036
Historical & Forecast Total Population	3,391	4,290	4,340
Historical & Forecast Total Jobs	640	820	820

The above projections are based on 2011 Census data. More recent population statistics from the 2016 and 2021 Census align with the suggested projections. The recorded population in the Township of Mulmur 3,478 in 2016 and 3,571 in 2021.

Impact of Growth on Lifecycle Activities

By July 1, 2025, the Township's asset management plan must include a discussion of how the assumptions regarding future changes in population and economic activity informed the preparation of the lifecycle management and financial strategy.

Planning for forecasted population growth may require the expansion of existing infrastructure and services. As growth-related assets are constructed or acquired, they should be integrated into the Town's AMP. While the addition of residential units will add to the existing assessment base and offset some of the costs associated with growth, the Town will need to review the lifecycle costs of growth-related infrastructure. These costs should be considered in long-term funding strategies that are designed to, at a minimum, maintain the current level of service.

9

Financial Strategy

Key Insights

- The Township is committing approximately \$1,269,000 towards capital projects per year from sustainable revenue sources.
- Given the annual capital requirement of \$2,327,000, there is currently a funding gap of \$1,058,000 annually.
- For tax-funded assets, we recommend increasing tax revenues by 1.3% each year for the next 15 years to achieve a sustainable level of funding.
- For the water network, we recommend increasing rate revenues by 2.3% annually for the next 20 years to achieve a sustainable level of funding.

Financial Strategy Overview

For an asset management plan to be effective and meaningful, it must be integrated with financial planning and long-term budgeting. The development of a comprehensive financial plan will allow Township of Mulmur to identify the financial resources required for sustainable asset management based on existing asset inventories, desired levels of service, and projected growth requirements.

This report develops such a financial plan by presenting several scenarios for consideration and culminating with final recommendations. As outlined below, the scenarios presented model different combinations of the following components:

1. The financial requirements for:
 - a. Existing assets
 - b. Existing service levels
 - c. Requirements of contemplated changes in service levels (none identified for this plan)
 - d. Requirements of anticipated growth (none identified for this plan)
2. Use of traditional sources of municipal funds:
 - a. Tax levies
 - b. User fees
 - c. Reserves
 - d. Debt
3. Use of non-traditional sources of municipal funds:
 - a. Reallocated budgets
 - b. Partnerships
 - c. Procurement methods
4. Use of Senior Government Funds:
 - a. Gas tax
 - b. Annual grants

Note: Periodic grants are normally not included due to Provincial requirements for firm commitments. However, if moving a specific project forward is wholly dependent on receiving a one-time grant, the replacement cost included in the financial strategy is the net of such grant being received.

If the financial plan component results in a funding shortfall, the Province requires the inclusion of a specific plan as to how the impact of the shortfall will be managed. In determining the legitimacy of a funding shortfall, the Province may evaluate a Township's approach to the following:

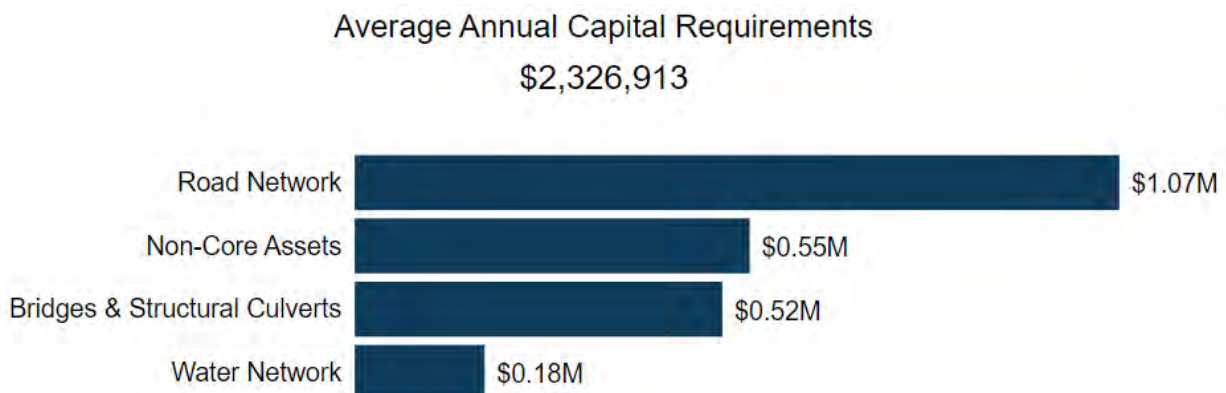
1. In order to reduce financial requirements, consideration has been given to revising service levels downward.

2. All asset management and financial strategies have been considered. For example:
 - a. If a zero-debt policy is in place, is it warranted? If not, the use of debt should be considered.
 - b. Do user fees reflect the cost of the applicable service? If not, increased user fees should be considered.

9.1.1 Annual Requirements & Capital Funding

Annual Requirements

The annual requirements represent the amount the Township should allocate annually to each asset category to meet replacement needs as they arise, prevent infrastructure backlogs, and achieve long-term sustainability. In total, the Township must allocate approximately \$2.3 million annually to address capital requirements for the assets included in this AMP.



For most asset categories the annual requirement has been calculated based on a “replacement only” scenario, in which capital costs are only incurred at the construction and replacement of each asset.

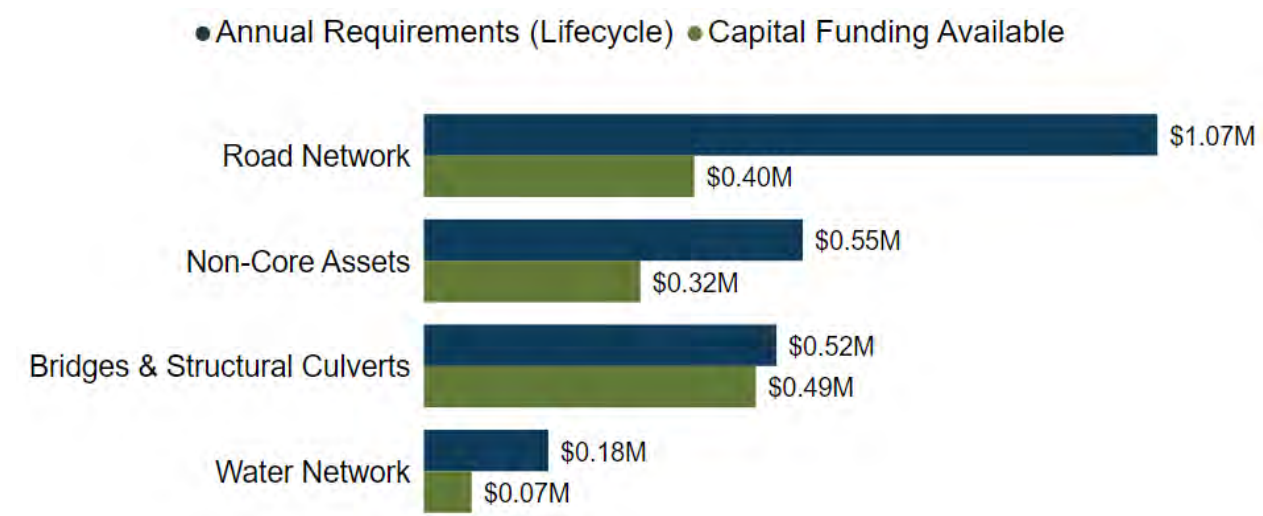
However, for the Road Network and Bridges & Culverts, lifecycle management strategies have been developed to identify capital costs that are realized through strategic rehabilitation and renewal of the Township’s roads and bridges & culverts respectively. The development of these strategies allows for a comparison of potential cost avoidance if the strategies were to be implemented.

1. **Replacement Only Scenario:** Based on the assumption that assets deteriorate and – without regularly scheduled maintenance and rehabilitation – are replaced at the end of their service life.
2. **Lifecycle Strategy Scenario:** Based on the assumption that lifecycle activities are performed at strategic intervals to extend the service life of assets until replacement is required.

The implementation of a proactive lifecycle strategy can lead to direct and indirect cost savings. Potential cost savings are influenced by current rehabilitation and reconstruction costs, the coordination of projects, and the criticality of the assets. Beyond cost avoidance, having proactive lifecycle strategies can also improve other valuable levels of service to the Township such as lowering health and safety hazards, decreasing the number of complaints received, and meeting public expectations.

Annual Funding Available

Based on a historical analysis of sustainable capital funding sources, the Township is committing approximately \$1,269,000 towards capital projects per year. Given the annual capital requirement of \$2,327,000, there is currently a funding gap of \$1,058,000 annually.



Funding Objective

We have developed a scenario that would enable Mulmur to achieve full funding within 1 to 20 years for the following assets:

- **Tax Funded Assets:** Road Network, Bridges & Structural Culverts, Non-Core Assets
- **Rate-Funded Assets:** Water Network

Note: For the purposes of this AMP, we have excluded gravel roads since they are a perpetual maintenance asset and end of life replacement calculations do not normally apply. If gravel roads are maintained properly, they can theoretically have a limitless service life.

For each scenario developed we have included strategies, where applicable, regarding the use of cost containment and funding opportunities.

Financial Profile: Tax Funded Assets

9.1.2 Current Funding Position

The following tables show, by asset category, Mulmur's average annual asset investment requirements, current funding positions, and funding increases required to achieve full funding on assets funded by taxes.

Asset Category	Avg. Annual Requirement	Annual Funding Available				Annual Deficit
		Taxes to Cap. Res.	Gas Tax	OCIF	Total Available	
Road Network	1,074,000	290,000	106,000		396,000	678,000
Bridges & Structural Culverts	516,000	338,000		149,000	486,000	30,000
Non-Core Assets	555,000	317,000			317,000	238,000
	2,145,000	945,000	106,000	149,000	1,200,000	945,000

The average annual investment requirement for the above categories is \$2,145,000. Annual revenue currently allocated to these assets for capital purposes is \$1,200,000 leaving an annual deficit of \$945,000. Put differently, these infrastructure categories are currently funded at 56% of their long-term requirements.

9.1.3 Full Funding Requirements

In 2021, Township of Mulmur has annual tax revenues of \$4,255,000. As illustrated in the following table, without consideration of any other sources of revenue or cost containment strategies, full funding would require the following tax change over time:

Asset Category	Tax Change Required for Full Funding
Road Network	15.9%
Bridges & Structural Culverts	0.7%
Non-Core Assets	5.6%
Total	22.2%

The following changes in costs and/or revenues over the next number of years should also be considered in the financial strategy:

- a) Mulmur's formula based OCIF grant is scheduled to remain at \$149,000 in 2021 to 2022.
- b) Mulmur's debt payments for these asset categories will be decreasing by \$26,000 over the next 5 years and by \$32,000 over the next 10 years. Although not shown in the table, debt payment decreases will be \$64,000 over the next 15 and 20 years respectively.

Our recommendations include capturing the above changes and allocating them to the infrastructure deficit outlined above. The table below outlines this concept and presents several options:

	Without Capturing Changes				With Capturing Changes			
	5 Years	10 Years	15 Years	20 Years	5 Years	10 Years	15 Years	20 Years
Infrastructure Deficit	945,000	945,000	945,000	945,000	945,000	945,000	945,000	945,000
Change in Debt Costs	N/A	N/A	N/A	N/A	-26,000	-32,000	-64,000	-64,000
Change in OCIF Grants	N/A	N/A	N/A	N/A	0	0	0	0
Resulting Infrastructure Deficit	945,000	945,000	945,000	945,000	919,000	913,000	881,000	881,000
Tax Increase Required	22.2%	22.2%	22.2%	22.2%	21.6%	21.5%	20.7%	20.7%
Annually	4.1%	2.1%	1.4%	1.1%	4.0%	2.0%	1.3%	1.0%

9.1.4 Financial Strategy Recommendations

Considering all the above information, we recommend the 15-year option. This involves full CapEx funding being achieved over 15 years by:

- a) when realized, reallocating the debt cost reductions to the infrastructure deficit as outlined above.
- b) increasing tax revenues by 1.3% each year for the next 15 years solely for the purpose of phasing in full funding to the asset categories covered in this section of the AMP.
- c) allocating the current gas tax and OCIF revenue as outlined previously.
- d) should the scheduled OCIF grant increase, the Township should reduce the annual tax increase by an amount equal to the grant increase as it occurs.
- e) reallocating appropriate revenue from categories in a surplus position to those in a deficit position.
- f) increasing existing and future infrastructure budgets by the applicable inflation index on an annual basis in addition to the deficit phase-in.

Notes:

- 1. As in the past, periodic senior government infrastructure funding will most likely be available during the phase-in period. By Provincial AMP rules, this periodic funding cannot be incorporated into an AMP unless there are firm commitments in place. We have included OCIF formula-based funding, if applicable since this funding is a multi-year commitment³.
- 2. We realize that raising tax revenues by the amounts recommended above for infrastructure purposes will be very difficult to do. However, considering a longer phase-in window may have even greater consequences in terms of infrastructure failure.

Although this option achieves full CapEx funding on an annual basis in 15 years and provides financial sustainability over the period modeled, the recommendations do require prioritizing capital projects to fit the resulting annual funding available. Current data shows a pent-up investment demand of \$386,345 for the Road Network, \$0 for Bridges & Structural Culverts, and \$1,772,613 for Non-Core Assets.

Prioritizing future projects will require the current data to be replaced by condition-based data. Although our recommendations include no further use of debt, the results of the condition-based analysis may require otherwise.

³ The Municipality should take advantage of all available grant funding programs and transfers from other levels of government. While OCIF has historically been considered a sustainable source of funding, the program is currently undergoing review by the provincial government. Depending on the outcome of this review, there may be changes that impact its availability.

Financial Profile: Rate Funded Assets

9.1.5 Current Funding Position

The following tables show, by asset category, Mulmur's average annual asset investment requirements, current funding positions, and funding increases required to achieve full funding on assets funded by rates.

Asset Category	Avg. Annual Requirement	Annual Funding Available				Annual Deficit
		Rates	To Operations	OCIF	Total Available	
Water Network	182,000	201,000	-131,000	0	70,000	112,000
	182,000	201,000	-131,000	0	70,000	112,000

The average annual investment requirement for the above categories is \$182,000. Annual revenue currently allocated to these assets for capital purposes is \$70,000 leaving an annual deficit of \$112,000. Put differently, these infrastructure categories are currently funded at 39% of their long-term requirements.

9.1.6 Full Funding Requirements

In 2021, Mulmur had annual water revenues of \$201,000. As illustrated in the table below, without consideration of any other sources of revenue, full funding would require the following changes over time:

Asset Category	Tax Change Required for Full Funding
Water Network	55.7%

In the following tables, we have expanded the above scenario to present multiple options. Due to the significant increases required, we have provided phase-in options of up to 20 years:

Water Network				
	5 Years	10 Years	15 Years	20 Years
Infrastructure Deficit	112,000	112,000	112,000	112,000
Change in OCIF Grants	N/A	N/A	N/A	N/A
Resulting Infrastructure Deficit	112,000	112,000	112,000	112,000
Rate Increase Required	55.7%	55.7%	55.7%	55.7%
Annually	9.3%	4.6%	3.0%	2.3%

9.1.7 Financial Strategy Recommendations

Considering the above information, we recommend the 20-year option for the water network. This involves full CapEx funding being achieved over 20 years by:

- increasing rate revenues by 2.3% for the Water Network each year for the next 20 years.
- these rate revenue increases are solely for the purpose of phasing in full funding to the respective asset categories covered in this AMP.
- increasing existing and future infrastructure budgets by the applicable inflation index on an annual basis in addition to the deficit phase-in.

Notes:

- As in the past, periodic senior government infrastructure funding will most likely be available during the phase-in period. This periodic funding should not be incorporated into an AMP unless there are firm commitments in place.
- We realize that raising rate revenues for infrastructure purposes will be very difficult to do. However, considering a longer phase-in window may have even greater consequences in terms of infrastructure failure.
- Any increase in rates required for operations would be in addition to the above recommendations.

Although this strategy achieves full CapEx funding for rate-funded assets over 20 years, the recommendation does require prioritizing capital projects to fit the annual funding available. Current data shows no pent-up investment demand for the Water Network.

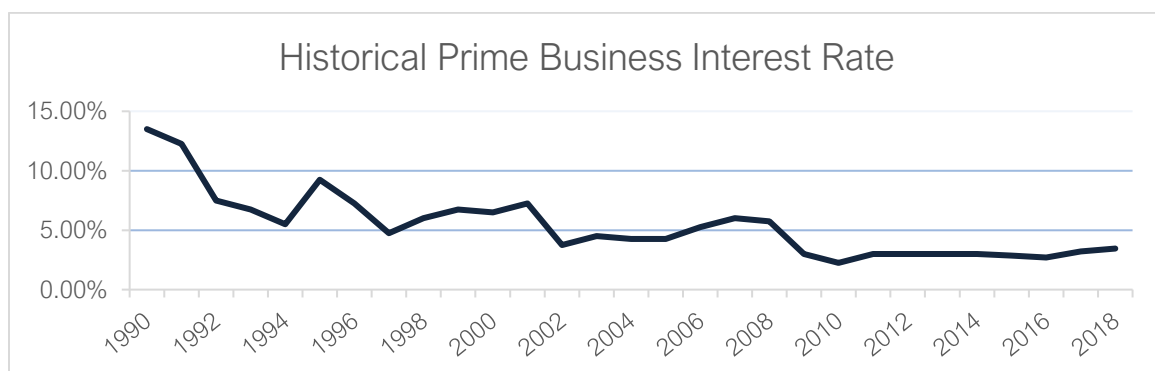
Prioritizing future projects will require the current data to be replaced by condition-based data. Although our recommendations include no further use of debt, the results of the condition-based analysis may require otherwise.

Use of Debt

For reference purposes, the following table outlines the premium paid on a project if financed by debt. For example, a \$1M project financed at 3.0%⁴ over 15 years would result in a 26% premium or \$260,000 of increased costs due to interest payments. For simplicity, the table does not consider the time value of money or the effect of inflation on delayed projects.

Interest Rate	Number of Years Financed					
	5	10	15	20	25	30
7.0%	22%	42%	65%	89%	115%	142%
6.5%	20%	39%	60%	82%	105%	130%
6.0%	19%	36%	54%	74%	96%	118%
5.5%	17%	33%	49%	67%	86%	106%
5.0%	15%	30%	45%	60%	77%	95%
4.5%	14%	26%	40%	54%	69%	84%
4.0%	12%	23%	35%	47%	60%	73%
3.5%	11%	20%	30%	41%	52%	63%
3.0%	9%	17%	26%	34%	44%	53%
2.5%	8%	14%	21%	28%	36%	43%
2.0%	6%	11%	17%	22%	28%	34%
1.5%	5%	8%	12%	16%	21%	25%
1.0%	3%	6%	8%	11%	14%	16%
0.5%	2%	3%	4%	5%	7%	8%
0.0%	0%	0%	0%	0%	0%	0%

It should be noted that current interest rates are near all-time lows. Sustainable funding models that include debt need to incorporate the risk of rising interest rates. The following graph shows where historical lending rates have been:



⁴ Current municipal Infrastructure Ontario rates for 15-year money is 3.2%.

A change in 15-year rates from 3% to 6% would change the premium from 26% to 54%. Such a change would have a significant impact on a financial plan.

The following tables outline how Mulmur has historically used debt for investing in the asset categories as listed. There is currently \$440,000 of debt outstanding for the assets covered by this AMP with corresponding principal and interest payments of \$64,000, well within its provincially prescribed maximum of \$1,231,384.

Asset Category	Current Debt Outstanding	Use of Debt in the Last Five Years				
		2016	2017	2018	2019	2020
Road Network	0	0	0	0	0	0
Bridges & Structural Culverts	373,000	0	0	0	0	0
Non-Core Assets	67,000	0	0	0	0	0
Total Tax Funded:	440,000	0	0	0	0	0
Water Network	0	0	0	0	0	0
Total Rate Funded:	0	0	0	0	0	0

Asset Category	Principal & Interest Payments in the Next Ten Years						
	2019	2020	2021	2022	2023	2024	2029
Road Network	0	0	0	0	0	0	0
Bridges & Structural Culverts	45,000	43,000	42,000	41,000	39,000	38,000	32,000
Non-Core Assets	19,000	19,000	18,000	17,000	0	0	0
Total Tax Funded:	64,000	62,000	60,000	58,000	39,000	38,000	32,000
Water Network	0	0	0	0	0	0	0
Total Rate Funded:	0	0	0	0	0	0	0

The revenue options outlined in this plan allow Mulmur to fully fund its long-term infrastructure requirements without further use of debt.

Use of Reserves

9.1.8 Available Reserves

Reserves play a critical role in long-term financial planning. The benefits of having reserves available for infrastructure planning include:

- a) the ability to stabilize tax rates when dealing with variable and sometimes uncontrollable factors
- b) financing one-time or short-term investments
- c) accumulating the funding for significant future infrastructure investments
- d) managing the use of debt
- e) normalizing infrastructure funding requirement

By asset category, the table below outlines the details of the reserves currently available to Mulmur.

Asset Category	Balance on December 31, 2021
Road Network	600,000
Bridges & Structural Culverts	1,130,000
Non-Core Assets	2,653,000
Total Tax Funded:	4,383,000
Water Network	491,000
Total Rate Funded:	491,000

There is considerable debate in the municipal sector as to the appropriate level of reserves that a Township should have on hand. There is no clear guideline that has gained wide acceptance. Factors that municipalities should consider when determining their capital reserve requirements include:

- a) breadth of services provided
- b) age and condition of infrastructure
- c) use and level of debt
- d) economic conditions and outlook
- e) internal reserve and debt policies.

These reserves are available for use by applicable asset categories during the phase-in period to full funding. This coupled with Mulmur's judicious use of debt in the past, allows the scenarios to assume that, if required, available reserves and debt capacity can be used for high priority and emergency infrastructure investments in the short- to medium-term.

9.1.9 Recommendation

In 2025, Ontario Regulation 588/17 will require Mulmur to integrate proposed levels of service for all asset categories in its asset management plan update. We recommend that future planning should reflect adjustments to service levels and their impacts on reserve balances.

10 Appendices

Key Insights

- Appendix A identifies projected 10-year capital requirements for each asset category.
- Appendix B includes several maps that have been used to visualize the current level of service.

Appendix A: 10-Year Capital Requirements

The following tables identify the capital cost requirements for each of the next 10 years in order to meet projected capital requirements and maintain the current level of service.

Road Network											
Asset Segment	Backlog	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Barriers	\$55,429	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Paved Roads	\$0	\$0	\$42,852	\$1,610,431	\$1,314,789	\$0	\$94,500	\$304,742	\$6,770,351	\$371,714	\$623,307
Road Signs	\$136,796	\$4,868	\$4,853	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Streetlights	\$194,120	\$0	\$0	\$56,304	\$0	\$0	\$0	\$0	\$53,635	\$0	\$0
	\$386,345	\$4,868	\$47,705	\$1,666,735	\$1,314,789	\$0	\$94,500	\$304,742	\$6,823,986	\$371,714	\$623,307

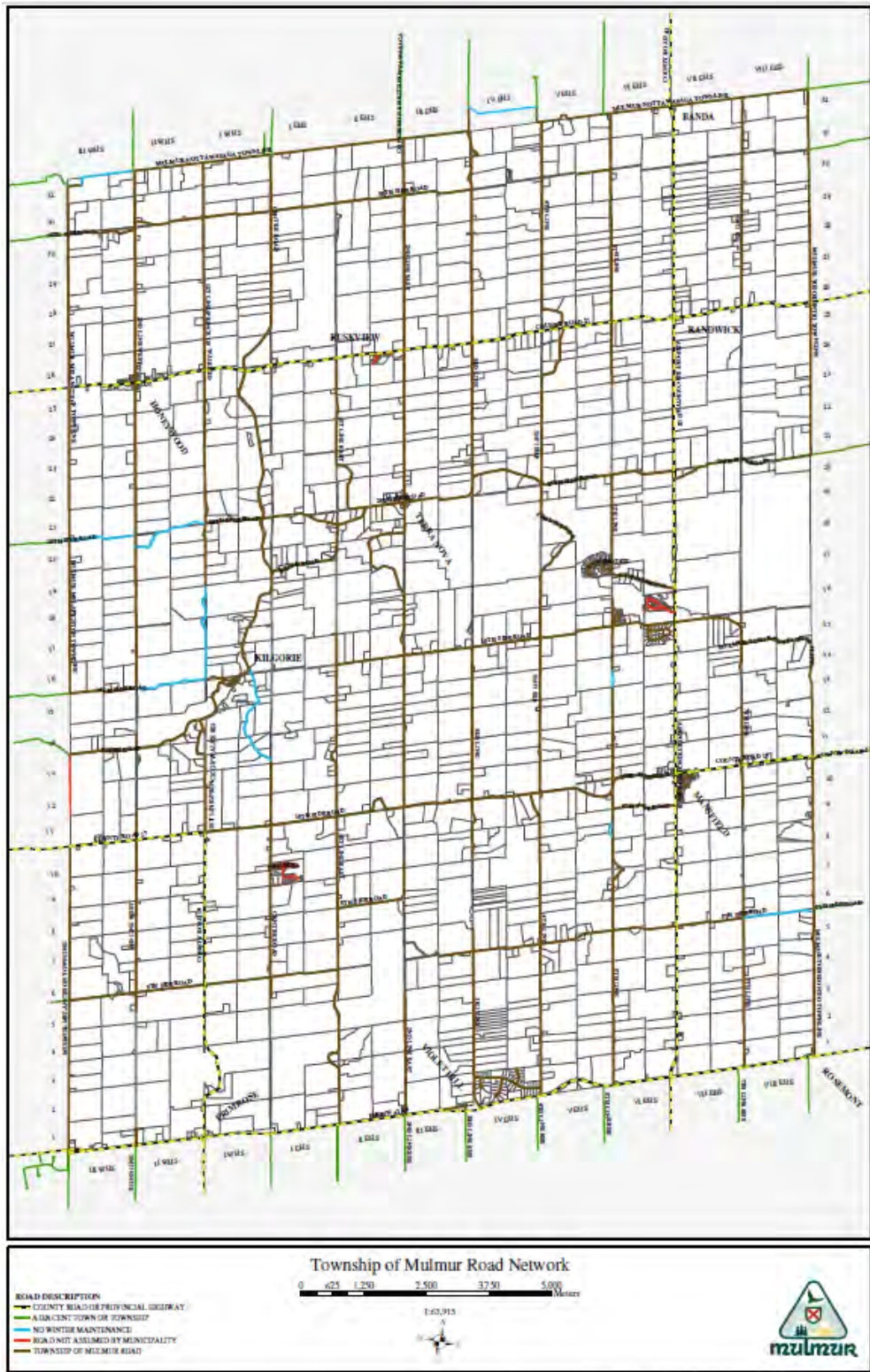
Bridges & Culverts											
Asset Segment	Backlog	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Bridges	\$0	\$834,225	\$0	\$311,850	\$1,386,525	\$612,150	\$0	\$0	\$0	\$0	\$0
Structural Culverts	\$0	\$40,950	\$0	\$0	\$520,275	\$262,500	\$0	\$0	\$0	\$0	\$0
	\$0	\$875,175	\$0	\$311,850	\$1,906,800	\$874,650	\$0	\$0	\$0	\$0	\$0

Non-Core Assets											
Asset Segment	Backlog	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Facilities	\$173,402	\$65,881	\$1,029	\$0	\$0	\$49,976	\$102,526	\$0	\$14,084	\$57,315	\$33,167
Land Improvements	\$198,605	\$22,751	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,970	\$24,609
Machinery & Equipment	\$804,442	\$17,712	\$62,187	\$356,851	\$24,670	\$26,161	\$498,299	\$187,638	\$239,106	\$407,717	\$29,941
Vehicles	\$410,099	\$0	\$211,775	\$0	\$0	\$329,984	\$41,404	\$0	\$0	\$263,785	\$36,158
	\$1,586,548	\$106,344	\$274,991	\$356,851	\$24,670	\$406,121	\$642,229	\$187,638	\$253,190	\$738,787	\$123,875

Water Network											
Asset Segment	Backlog	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Water Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$79,653	\$0
Water Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,628	\$155,490	\$0	\$0
Wells	\$0	\$22,028	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$22,028	\$0	\$0	\$0	\$0	\$0	\$5,628	\$155,490	\$79,653	\$0

Appendix B: Level of Service Maps

Road Network Map





STAFF REPORT

TO: COUNCIL
FROM: Heather Boston, Treasurer
DATE: August 3, 2022
SUBJECT: NDCC Grant Opportunities

PURPOSE

The purpose of this report is to obtain approval for Mulmur Township to seek out grants for renovating the North Dufferin Community Centre (NDCC).

BACKGROUND & DISCUSSION

At the May 5, 2021, Council meeting, the following motion was passed.

Moved by Clark and Seconded by Cufaro

THAT Council supports the Joint Recreation Subcommittee's recommendation to move forward with Option D subject to grant availability and funding of at least 66%, and to move forward with an RFP to engage architectural/engineering for design.

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

CARRIED.

Moved by Clark and Seconded by Cufaro

THAT Council endorses the application to the Ministry of Infrastructure, Green and Inclusive Community Buildings Program and authorizes staff to execute an agreement for grant funding.

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

CARRIED.

In Sierra Planning's report, Option B was to add in the new dressing rooms and the budget was \$2.9 million. Staff have adjusted the budget provided by Dickinson & Hicks to remove the West Side demolition and addition. We have kept the south side addition of change rooms and the replacement of the Zamboni room (or East Side) addition. We've added in an estimated \$500,000 for a new front entrance and elevator. These changes have decreased the cost to \$7.3 million from \$9.9 million.

FINANCIAL IMPACT

The revised budget would be approximately \$7.3 million.

The Township of Mulmur has \$313,299 in Recreational Development Charges, \$27,000 in Recreation Building Reserves and other Reserves that could be utilized or borrowed to come up with our portion of any costs not funding through a grant.

RECOMMENDATION

THAT Council direct staff to research and for Mulmur Township to apply for grants that would provide for a retrofit of the NDCC.

Respectfully submitted:

Heather Boston

Heather Boston, CPA, CA, CGA, Treasurer

PRELIMINARY ESTIMATE ADDITION AND RENOVATION

Project: North Dufferin Community Centre Retrofit

<u>CONSTRUCTION:</u>	<u>DETAILS</u> (M ² /S.F./AMOUNTS)	<u>COST</u>
A. Demolition and Disposal (1137 m ²)	1,898.8 s.f. x \$20/s.f.	\$37,976
Construction – Addition South (1294.3 m ²)	6,746.9 s.f. x \$350/s.f.	\$2,361,415
Construction – Addition East (179.3 m ²)	1,898.8 s.f x \$200/s.f.	\$379,760
Ice Plant: CIMCO LEWIS		\$1,000,000
Concrete Ice Pad:		\$250,000
Renovations: New Viewing Platforms	3,420 s.f. x \$50/s.f.	\$171,000
Renovation: New Lighting		\$45,000
Renovation: New Front Entrance and Elevator	(estimate)	\$500,000
SUBTOTAL A:		\$4,745,151
B. Site Work:		
• Parking – Asphalt and Line Striping	100 cars	\$250,000
• Septic System		\$80,000
• Fire Pits		\$10,000
• Concrete Curbs & Sidewalks		\$60,000
• Landscaping		\$25,000
SUBTOTAL B:		\$425,000
C. Soft Costs:		
• Permits & Applications		\$50,000
• Consultants		\$700,000
• Special Consultants		\$50,000
• Legal and Financial		\$25,000
SUBTOTAL C:		\$825,000
D. Furnishings & Equipment:		
• 300 chairs		\$30,000
• 30 Tables		\$12,000
• NFPA Hood		\$46,000
• Gas Stove		\$7,500
• Wall Ovens		\$4,500
• Dishwasher		\$7,500
• Grease Trap Inceptor		\$2,500
• Cooler		\$7,500
SUBTOTAL D:		\$117,500
SUBTOTAL A-D		\$6,112,651
Contingency	20%	\$1,222,530
	TOTAL ESTIMATE:	\$7,335,181
Does not include - New dasher boards and glass, or Sound system and acoustics, portable stage	<i>HST not included</i>	



STAFF REPORT

TO: COUNCIL
FROM: Heather Boston, Treasurer
DATE: August 3, 2022
SUBJECT: Procurement Policy Update

PURPOSE

The purpose of this report is to obtain approval for the recent updates made to the Township's Procurement Policy, in accordance with Section 270 (1) of the *Ontario Municipal Act, 2001*, applicable Laws governing Public Procurement in Canada and Trade Agreements.

BACKGROUND & DISCUSSION

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

To ensure compliance with the *Ontario Municipal Act, 2001*, laws governing Public Procurement in Canada and applicable Trade Agreements, Township staff retained the services of TMcIntosh Procurement Solutions Inc., in consultation with LXM Law LLP, to provide an extensive review and re-write of the current Procurement By-law No. 10-2021.

FINANCIAL IMPACT

There is no financial impact from this update.

RECOMMENDATION

THAT Council receive the report of Heather Boston, Treasurer, Procurement Policy Update.

Respectfully submitted:

Heather Boston

Heather Boston, CPA, CA, CGA, Treasurer



STAFF REPORT

TO: COUNCIL
FROM: Heather Boston, Treasurer
DATE: August 3, 2022
SUBJECT: Council Remuneration Review

PURPOSE

The purpose of this report is to review Council remuneration to surrounding municipalities and make any adjustments as necessary to take effect for the new term of Council.

BACKGROUND & DISCUSSION

Staff have compared Mulmur Council remuneration with five local municipalities being Melancthon, East Garafraxa, Amaranth, Mono and Southgate.

The following table outlines the average and median of the five comparable municipalities versus Mulmur and the recommended changes to bring our salaries up to the average.

	Average	Median	Mulmur	Recommended Change
Mayor	17,837	18,026	18,138	-
Deputy Mayor	14,717	14,237	14,287	430
Councillor	13,270	12,891	12,025	1,245

FINANCIAL IMPACT

The total additional annual remuneration costs would be \$4,165 and could be effective December 1, 2022, with the new term of Council. The annual increase could be included in the 2023 Township budget.

RECOMMENDATION

THAT Council receive the report of Heather Boston, Treasurer, Council Remuneration Review.

Respectfully submitted:

Heather Boston

Heather Boston, CPA, CA, CGA, Treasurer



STAFF REPORT

TO: Council
FROM: Roseann Knechtel, Deputy Clerk
MEETING DATE: August 3, 2022
SUBJECT: Canine Control Agreement

PURPOSE:

The purpose of this report is to present Council with proposed amendments to the Township's by-law appointing enforcement officers.

BACKGROUND:

The Township has been utilizing the services of Olympus Canine for canine control for over 13 years. Recently, the operation has been sold and renamed to AgapiK9 Inc.

An amendment to Council's Appointing By-law #38-2021 is required and can be found in Section 20 of the Council Agenda Package.

FINANCIAL IMPACTS:

None.

RECOMMENDATION:

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Canine Control.

Respectfully submitted,

Roseann Knechtel

Roseann Knechtel, Deputy Clerk



STAFF REPORT

TO: Council
FROM: Roseann Knechtel, Deputy Clerk
MEETING DATE: August 3, 2022
SUBJECT: Election Signage Placement

PURPOSE:

The purpose of this report is to present Council with a proposed amendment to the Township's Sign By-law regarding the placement election signage.

BACKGROUND:

At the regular meeting on December 8, 2021 staff presented a report on the restriction of election signs including but not limited to when they could be placed, when they must be removed, and where they can be located. Council passed the following motion:

Moved by Boxem and Seconded by Cufaro

THAT Council direct staff to draft an amendment to the Township Sign By-law #20-2009 to include the following:

1. A definition of an election sign;
2. Prohibiting election signage on Township property containing municipal buildings or park facilities and within site triangles;
3. Extending the removal of election signage to 72 hours following voting day.

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

CARRIED.

ANALYSIS:

Mulmur's current by-law does not provide direction on when election signage can begin to be placed. The report of December 8, 2021 suggested that the placement of election signs be restricted to no earlier than 45 days prior to voting day for municipal election and at the drop of the Writ or as legislated for both federal and provincial elections.

The timing for placement of election signs was not included as part of the amendment to the Township's Sign By-law #20-2009 passed in March 2022.

A comparator review at the time of the December report showed that most Dufferin municipalities did not regulate the time or location at which election signage can be placed. Since that time, the Town of Orangeville has now restricted placement to 45 days prior to voting day while the Town of Shelburne has restricted placement to 28 days prior to voting day.

Including a restriction for the placement of signs will ensure all election candidates are provided equal opportunity to canvas.

An amending by-law is included for Council consideration in Section 20 of the Council Agenda Package, restricting the placement of election signs to 45 days prior to voting day.

STRATEGIC PLAN ALIGNMENT:

1. Growing a Prosperous Mulmur
2. Growing a Connected Mulmur
3. Growing a Supportive Mulmur
4. Growing a Sustainable Mulmur

FINANCIAL IMPACTS:

None.

RECOMMENDATION:

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Election Sign Placement.

Respectfully submitted,

Roseann Knechtel

Roseann Knechtel, Deputy Clerk



STAFF REPORT

TO: COUNCIL
FROM: Tracey Atkinson, CAO/Clerk/Planner
MEETING DATE: August 3, 2022
SUBJECT: Next Generation 9-1-1 Agreement (NG9-1-1)

PURPOSE:

The purpose of this report is to seek Council approval to enter into an agreement regarding Emergency 911 services.

BACKGROUND & DISCUSSION:

Bell Canada circulated a memo to all of the municipalities advising that a service agreement would be required for Bell to provide Next Generation 9-1-1 services to the community. The current "enhanced" 911 service is scheduled to be decommissioned by the CRTC not later than March 2025.

The 9-1-1 Authority plays a critical role in advancing NG9-1-1 forward through the execution of the NG9-1-1 Authority Service Agreement. This is the first step to permitting the PSAPs (Public Safety Answering Point) identified in this agreement who would provide 9-1-1 answer/dispatch service for the Township, to begin their migration from E9-1-1 to NG9-1-1 with Bell Canada. PSAPs will not be allowed to migrate to NG9-1-1 until the new agreement has been signed, therefore Bell urges the Township to expedite the approval process if at all possible. The agreement is a non-modifiable standard form agreement has been filed with and approved by the Canadian Radio-television and Telecommunications Commission (CRTC).

The Next Generation 911 Authority Service Agreement, appoints the County of Dufferin as the 9-1-1 Authority on behalf of the local municipalities and details the obligations for all parties. Entering into an agreement is a new requirement as a result of the change to NG9-1-1. The County has requested that the agreement be entered into by August 31, 2022.

A copy of the agreement and a by-law approving entering into a service agreement with the County of Dufferin for Next Generation 9-1-1 Services is included in Section 20 of the Council Agenda Package for consideration.



STRATEGIC PLAN ALIGNMENT:

Growing a Connected Mulmur.

FINANCIAL IMPACTS:

Fees and costs associated with the agreement will be included in the taxes levied by the County of Dufferin.

Staff have received confirmation from our insurance provider that there will be no additional insurance costs as a result of the agreement.

RECOMMENDATION:

THAT Council receive the report of Tracey Atkinson, CAO/Clerk/Planner, Next Generation 9-1-1 Agreement.

Respectfully submitted,

Tracey Atkinson

Tracey Atkinson BES MCIP RPP Dipl M.M.
CAO/Clerk/Planner



DUFFERIN COUNTY PUBLIC MEETING & COUNCIL MINUTES

Thursday, June 9, 2022 at 6:30 p.m.

Video Conference

Council Members Present:

Warden Wade Mills (Shelburne)
Councillor Steve Anderson (Shelburne)
Councillor Sandy Brown (Orangeville)(joined at 6:38 p.m.)
Councillor John Creelman (Mono)
Councillor Bob Currie (Amaranth)
Councillor Guy Gardhouse (East Garafraxa)
Councillor Chris Gerrits (Amaranth)
Councillor Earl Hawkins (Mulmur)
Councillor Janet Horner (Mulmur)(joined at 6:41 p.m.)
Councillor Andy Macintosh (Orangeville)
Councillor Fred Nix (Mono)
Councillor Philip Rentsch (Grand Valley)(joined at 6:40 p.m.)
Councillor Steve Soloman (Grand Valley)(joined at 6:40 p.m.)
Councillor Darren White (Melancthon)

Staff Present:

Sonya Pritchard, Chief Administrative Officer
Michelle Dunne, Clerk
Rebecca Whelan, Deputy Clerk
Scott Burns, Director of Public Works/County Engineer
Brenda Wagner, Administrator of Dufferin Oaks
Cody Joudry, Director of Development & Tourism
Rohan Thompson, Director of People & Equity
Anna MacGregor, Director of Community Services
Aimee Raves, Manager of Finance, Treasurer
Tom Reid, Chief Paramedic

Warden Mills called the meeting to order at 6:34 p.m.

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

Upcoming committee meetings will be held by video conference on Thursday, June 23, 2022 at the following times:

Infrastructure & Environmental Services Committee – 9:00 a.m.

General Government Services Committee – 11:00 a.m.

Health & Human Services Committee – 1:00 p.m.

Community Development & Tourism Committee – 3:00 p.m.

1. **LAND ACKNOWLEDGEMENT STATEMENT**

Warden Mills shared the Land Acknowledgement Statement.

2. **ROLL CALL**

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

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Hawkins, seconded by Councillor Currie

THAT the Agenda and any Addendum distributed for the June 9, 2022 meeting of Council, be approved.

-Carried-

4. **DECLARATION OF INTEREST BY MEMBERS**

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

5. **NOTICE OF PUBLIC MEETING**

A copy of the Notice of Public meeting under Section 126 of the *Development Charges Act, 1997, as amended*, to receive input regarding the Development Charges Background Study.

Councillor Brown joined the meeting at 6:38 p.m.

PRESENTATION AND CONSIDERATION OF REPORTS

Councillor Soloman and Councillor Rentsch joined the meeting at 6:40 p.m.

Councillor Horner joined the meeting at 6:41 p.m.

6. **Watson & Associates Economists Ltd**

A presentation from Sean-Michael Stephen, Watson & Associates Economists Ltd., with respect to the Dufferin County Development Charges Background Study.

A copy of the Development Charges Study and Draft by-Law are available on [Dufferin County's website](#) or by contacting the Clerk's office.

The Development Charges by-law will be considered by Council at the July 14, 2022 meeting. Council urges the Public to submit comments in writing to the Clerk's department prior to July 12, 2022. The development charges by-law can be appealed up to 40 days after it is passed.

7. **COMMENTS/QUESTIONS**

Members of the Public are invited to provide comments or ask questions regarding the Development Charges Background Study.

No members of the public were present.

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

Moved by Councillor Brown, seconded by Councillor Gardhouse

THAT the minutes of the regular meeting of Council of May 12, 2022, be adopted.

-Carried-

PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS

9. **Presentation: Bill Hill Scholarship Recipients**

The Bill Hill Scholarships were awarded to:

- Agriculture & Environmental Studies: Madelyn Crane
- Arts (Fine Arts & Liberal Arts): Mars Gagawchuk
- Black or Person of Colour: Islam Alhaj-Abed
- Business & Social Sciences: Emily Smith
- Science & Technology: Julia Miller
- Skilled Trades & Training Programs: Paige Either

10. **Proclamation: Seniors Month – June 2022**

Warden Mills proclaimed June 2022 as “Senior’s Month” in the County of Dufferin.

11. **Proclamation: Longest Day of Smiles – June 19, 2022**

Warden Mills proclaimed June 19, 2022 as the “Longest Day of Smiles” in the County of Dufferin.

12. **Proclamation: Multicultural Day – June 27, 2022**

Warden Mills proclaimed June 27, 2022 as “Multicultural Day” in the County of Dufferin. The Multicultural Day event will take place on June 11, 2022 at the Museum of Dufferin.

International Plowing Match & Rural Expo

13. **Presentation: Ontario Plowmen’s Association**

Cathy Lasby, Executive Director, Floyd Wills, Vice President, Ontario Plowmen’s Association, as well as land owner Paul Overgaauw, presented to Council to request Dufferin County’s support to host the 2023 International Plowing Match and Rural Expo in the Township of Amaranth.

14. **Chief Administrative Officer & Director of Development & Tourism’s Report – International Plowing Match & Rural Expo**

A report from the Chief Administrative Officer and the Director of Development and Tourism, dated June 9, 2022, to respond to the motion from the Community Development and Tourism (CDT) Committee on May 26, 2022 for a staff report to Council outlining the requirements of potentially hosting the 2023 International Plowing Match and Rural Expo in Dufferin.

Moved by Councillor Horner, seconded by Councillor White

WHEREAS there is support within the County of Dufferin to host the International Plowing Match and Rural Expo;

AND WHEREAS the Council of the County of Dufferin wishes to support the IPM and Rural Expo in a professional and well-resourced manner at both the local and County level;

THEREFORE BE IT RESOLVED THAT the County of Dufferin host the IPM and Rural Expo no sooner than 2025.

A recorded vote was requested on the motion and taken as follows:

	Yay	Nay
Councillor Anderson (1)	X	
Councillor Brown (7)	X	
Councillor Creelman (3)	X	
Councillor Currie (1)	X	
Councillor Gardhouse (2)	X	
Councillor Gerrits (1)	X	
Councillor Hawkins (1)	X	
Councillor Horner (1)	X	
Councillor Macintosh (7)	X	
Councillor Mills (2)	X	
Councillor Nix (2)	X	
Councillor Rentsch (1)		x
Councillor Soloman (1)		x
Councillor White (2)	X	
Total (32)	30	2
	-MOTION CARRIED-	

15. **PUBLIC QUESTION PERIOD**

Josh MacEwan, an Amaranth resident, asked if a formal IT Allowance policy would be composed if the IT allowance isn't combined with the Council remuneration? Warden Mills noted it will depend on Council's consideration of the General Government Services Committee's recommendation. The Committee has recommended that remuneration be increased to the 60th percentile and the IT Allowance would be combined with regular pay. If Council does not proceed with the Committee's recommendation, there may be discussion regarding creating a formal IT Allowance policy.

Josh MacEwan, asked a second question in relation to meeting attendance. He inquired if there is a policy in place covering how many consecutive meetings a

public member or Councillor can miss before they are removed from a committee, for example an advisory committee meetings? The Clerk noted there is an not attendance requirement regarding advisory committees.

PRESENTATION AND CONSIDERATIONS OF REPORTS

16. **Diversity, Equity and Inclusion Community Advisory Committee Minutes – May 11, 2022**

Moved by Councillor Anderson, seconded by Councillor Horner

THAT the minutes of the Diversity, Equity and Inclusion Community Advisory Committee meeting held on May 11, 2022, and the recommendations set out, be adopted.

-Carried-

17. DIVERSITY, EQUITY & INCLUSION COMMUNITY ADVISORY – May 11, 2022
Item #5 – Connection with Other Equity Tables

THAT staff reach out on behalf of the Committee Chair to set up a meeting with the area municipality Diversity, Equity and Inclusion Committees Chairs to share knowledge and collaborate.

Warden Mills called a five minute recess at 8:25 p.m.

18. **Infrastructure and Environmental Services Minutes – May 26, 2022**

Moved by Councillor Nix, seconded by Councillor Gerrits

THAT the minutes of the Infrastructure and Environmental Services meeting held on May 26, 2022, and the recommendations set out excluding Item #3 – Entrance Permit Application, be adopted.

-Carried-

19. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – May 26, 2022 – ITEM #2
Dufferin Wind Power

THAT Longyuan Power be permitted to enter the property of the former Eco-Energy Park to complete a preliminary site evaluation.

20. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – May 26, 2022 – ITEM #4
Primrose Operations Centre – Electrical Upgrade

THAT Report, Primrose Operations Centre - Electrical Upgrade, dated May 26, 2022, from the Director of Public Works/County Engineer, be received;

AND THAT staff be approved to proceed with completing power upgrades at the Primrose Operation Centre;

AND THAT the necessary funds for the power upgrades at the Primrose Operations Centre be funded through the Public Works Capital Reserve.

21. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – May 26, 2022 – ITEM #5
Blue Box Transition – County Role

THAT Report, Blue Box Transition – County Role, from the Director of Public Works/County Engineer, dated Thursday, May 26, 2022, be received;

AND THAT staff respond to the Circular Materials Ontario (CMO) survey to confirm that the County will not be entering into a contract with CMO for recycling collection services during Blue Box Transition;

AND THAT staff receive delegated authority to negotiate terms with CMO, or other PRO agencies and/or parties, to ensure service continuity through the transition, should the need arise.

22. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – May 26, 2022 – ITEM #6
Capital Project Update – May 2022

THAT Report, Capital Project Update – May 2022, from the Director of Public Works/County Engineer, dated May 26, 2022, be received.

23. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – May 26, 2022 – ITEM #7
Facility Tender Results – T2022 FA-22-02: Balcony Repair & Restoration Work

THAT Report, Facility Tender Results – FA-22-02, dated May 26, 2022, from the Director of Public Works/County Engineer, be received;

AND THAT the tender overage of approximately \$312,000 be funded through Housing Capital Fund;

AND THAT unforeseen or unanticipated work related to the balcony restoration be covered by provisional item costing funded by through the Housing Capital Fund.

24. **INFRASTRUCTURE & ENVIRONMENTAL SERVICES – May 26, 2022 – ITEM #3**
Entrance Permit Application

Moved by Councillor Soloman, seconded by Councillor Currie

THAT the recommendation from the Infrastructure and Environmental Services meeting, Item #3 – Entrance Permit Application, be adopted.

THAT the delegation from Karen Bennett, Partner, Glen Schnarr & Associates Inc., be received;

THAT staff be directed to proceed with applying the process as outlined in the Entrance Policy and the Official Plan.

A recorded vote was requested on the motion and taken as follows:

	Yay	Nay
Councillor Anderson (1)	x	
Councillor Brown (7)	x	
Councillor Creelman (3)		x
Councillor Currie (1)		x
Councillor Gardhouse (2)	x	
Councillor Gerrits (1)	x	
Councillor Hawkins (1)		x
Councillor Horner (1)	x	
Councillor Macintosh (7)	x	
Councillor Mills (2)	x	
Councillor Nix (2)	x	
Councillor Rentsch (1)	x	
Councillor Soloman (1)	x	
Councillor White (2)	x	
Total (32)	27	5
	-MOTION CARRIED-	

25. **General Government Services Minutes – May 26, 2022**

Moved by Councillor Horner, seconded by Councillor Macintosh

THAT the minutes of the General Government Services meeting held on May 26, 2022, and the recommendations set out excluding Item #8 – Council Remuneration Review – Report #2, be adopted.

-Carried-

26. GENERAL GOVERNMENT SERVICES – May 26, 2022 – ITEM #2
Policy Development – International Aid, Donations, Proclamations, Flag Raising

THAT the report of the Director of People and Equity, dated May 26, 2022, with respect to Policy Development – International Aid, Donations, Proclamations, and Flag Raising Requests, be received;

AND THAT staff be directed to research options with respect to policies on International Aid, Donations, Proclamations, and Flag Raising.

27. GENERAL GOVERNMENT SERVICES – May 26, 2022 – ITEM #3
Right to Disconnect Policy

THAT the report of the Director of People and Equity, dated May 26, 2022, titled Right to Disconnect Policy, be received;

AND THAT the attached Right to Disconnect Policy 2-4-01-15 be approved.

28. GENERAL GOVERNMENT SERVICES – May 26, 2022 – ITEM #4
Joint Multi-Year Accessibility Plan – 2022 – 2025

THAT the Report from the Manager – Preparedness, 911 & Corporate Projects, dated May 26, 2022, titled Joint Multi-Year Accessibility Plan 2022-2025, be received;

AND THAT the attached Joint Multi-Year Accessibility Plan 2022-2025 be approved.

29. GENERAL GOVERNMENT SERVICES – May 26, 2022 – ITEM #5
Annual Report on Long Term Debt Capacity

THAT the report from the Manager of Corporate Finance, Treasurer, dated May 26, 2022, Annual Report on Long Term Debt Capacity, be received.

30. GENERAL GOVERNMENT SERVICES – May 26, 2022 – ITEM #6
Procedural By-Law Review – Report #2

THAT the report from the Clerk, dated May 26, 2022, regarding the Procedural By-law Review Report #2, be received;

AND THAT the Procedural By-law be placed on the July 14, 2022 Council Agenda for approval.

31. GENERAL GOVERNMENT SERVICES – May 26, 2022 – ITEM #7
Amendments to the User Fee By-Law

THAT the report from the Clerk, dated May 26, 2022, titled Amendments to User Fee By-law, be received;

AND THAT the fee adjustments as outlined in the report be approved;

AND THAT Schedule A, Schedule C, Schedule D, and Schedule E be amended as outlined in the report;

AND THAT the necessary by-law be enacted.

32. GENERAL GOVERNMENT SERVICES – May 26, 2022 – ITEM #9
Service Optimization & Workforce Planning Strategy Update

THAT the report of the Chief Administrative Officer, dated May 26, 2022, with respect to Workforce Planning Strategy Framework Next Steps, be received;

AND THAT the next steps identified in the Service Optimization and Workforce Planning Strategy Framework be approved.

33. GENERAL GOVERNMENT SERVICES – May 26, 2022 – ITEM #10
Strategic Plan 2023-2026

THAT the report of the Chief Administrative Officer, dated May 26, 2022, with respect to Strategic Plan 2023-2026, be received;

AND THAT, staff be direct to initiate the Strategic Plan process for the next term of Council;

AND THAT, staff be authorized to engage a Strategic Plan consultant to be funded from Development Charges.

34. **GENERAL GOVERNMENT SERVICES – May 26, 2022 – ITEM #8**
Council Remuneration Review – Report #2

Moved by Councillor Warden Mills, seconded by Councillor Nix

THAT the recommendation of the General Government Services Committee, Item #8 – Council Remuneration Review – Report #2, be adopted:

THAT the report from the Clerk, dated May 26, 2022, regarding Council Remuneration Review, be received;

AND THAT Option #3 be approved for the 2022-2026 term of Council:

- Warden - \$79,686.80
- Councillor - \$24,630.40
- Committee Chair - \$26,130.40

A recorded vote was requested on the motion and taken as follows:

	Yay	Nay
Councillor Anderson (1)	x	
Councillor Brown (7)		x
Councillor Creelman (3)	x	
Councillor Currie (1)		x
Councillor Gardhouse (2)	x	
Councillor Gerrits (1)		x
Councillor Hawkins (1)	x	
Councillor Horner (1)	x	
Councillor Macintosh (7)	x	
Councillor Mills (2)	x	

	Yay	Nay
Councillor Nix (2)	x	
Councillor Rentsch (1)		x
Councillor Soloman (1)		x
Councillor White (2)	x	
Total (32)	21	11
	-MOTION CARRIED-	

35. **Community Development & Tourism Minutes – May 26, 2022**

Moved by Councillor Gerrits, seconded by Councillor Gardhouse

THAT the minutes of the Community Development and Tourism meeting held on May 26, 2022, and the recommendations set out be adopted.

-Carried-

36. COMMUNITY DEVELOPMENT & TOURISM – May 26, 2022 – ITEM #1
Ontario Plowmen's Association

THAT Cathy Lasby, Executive Director, Ontario Plowmen's Association, be invited to present further information to the June 9, 2022 Council meeting;
AND THAT staff report back to the June 9, 2022 Council meeting about the possibility of hosting the 2023 International Plowing Match and Rural Expo.

37. COMMUNITY DEVELOPMENT & TOURISM – May 26, 2022 – ITEM #2
MoD Strategy Focus Group

THAT the Report from the Director of Development and Tourism, dated May 26, 2022, titled MoD: Strategic Plan Focus Group, be received.

38. COMMUNITY DEVELOPMENT & TOURISM – May 26, 2022 – ITEM #3
Municipal Comprehensive Review (MCR) Update & Timelines

THAT the report of the Director of Development and Tourism, dated May 26, 2022, titled Municipal Comprehensive Review Update and Timelines, be received.

Councillor Anderson left the meeting at 9:27 p.m. and rejoined the meeting at 9:32 p.m.

39. COMMUNITY DEVELOPMENT & TOURISM – May 26, 2022 – ITEM #4
Township of Amaranth

THAT the resolution from the Township of Amaranth, dated April 26, 2022, regarding hosting the 2023 International Plowing Match, be received.

40. **Manager of Corporate Finance, Treasurer – Asset Management Plan**

A presentation from Thomas Uda, Engagement Manager, and Aman Singh, Senior Partner, SLBC Advisory Group, regarding the Asset Management Plan.

A report from the Manager of Corporate Finance, Treasurer, dated June 9, 2022, to seek approval of an Asset Management Plan. The plan is a requirement per O. Reg. 588/17 and must be adopted by July 1, 2022.

Moved by Councillor Brown, seconded by Councillor Macintosh

THAT the report on Asset Management Plan, from the Manager of Corporate Finance, Treasurer, dated June 9, 2022, be received;

AND THAT the Asset Management Plan, as attached, be adopted.

-Carried-

41. **Administrator of Dufferin Oaks – Multi-Sector Accountability Agreement (M-SAA) Declaration**

A report from the Administrator of Dufferin Oaks, dated June 9, 2022, to approve the signing of the Declaration of Compliance as required by Multi Sector Service Accountability Agreement for services provided through Dufferin County Community Support Services.

Moved by Councillor Nix, seconded by Councillor Horner

THAT the report of the Administrator of Dufferin Oaks, dated June 9, 2022, regarding the Multi-Sector Service Agreement Declaration of Compliance, be received;

AND THAT Council authorizes the Warden to sign the Declaration on behalf of Council for submission to the Central West LHIN.

-Carried-

42. **Administrator of Dufferin Oaks – Replacement of Dufferin Oaks Rooftop Chiller**

A report from the Administrator of Dufferin Oaks, dated June 9, 2022, to provide members of Council information on the replacement of the Roof Top Chiller at Dufferin Oaks.

Moved by Councillor Gardhouse, seconded by Councillor Hawkins

THAT the report of the Administrator, dated June 9, 2022, with regards to the Chiller Replacement, be received;

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

-Carried-

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

A report from the Chief Administrative Officer, dated June 9, 2022, to provide Council with an update of activities from outside boards and agencies.

Moved by Councillor Brown, seconded by Councillor Macintosh

THAT the report of the Chief Administrative Officer, dated June 9, 2022 with respect to Reports from Outside Boards be received.

-Carried-

44. **CORRESPONDENCE**

45. **NOTICE OF MOTIONS**

46. **MOTIONS**

47. **CLOSED SESSION**

Moved by Councillor Brown, seconded by Councillor Soloman

THAT Council move into Closed Session (10:03 p.m.) in accordance with the Municipal Act Section 239 (2)(d) – Labour relations or employee negotiations.

-Carried-

While in Closed Session, Council considered a report from the Director of People and Equity and the Administrator of Dufferin Oaks regarding labour relations or employee negotiations.

Moved by Councillor Nix, seconded by Councillor Macintosh

THAT Council move into open session (10:09 p.m.).

-Carried-

48. **BUSINESS ARISING FROM CLOSED SESSION**

Moved by Councillor Brown, seconded by Councillor Nix

THAT staff proceed as discussed in Closed Session.

-Carried-

49. **BY-LAWS**

2022-22 A by-law to amend By-Law 2015-41, Fees and Charges for services and activities provided by the County of Dufferin. (Schedule "A" – Museum of Dufferin and County Forest; Schedule "C" – Public Works; Schedule "D" – Administration; Schedule "E" – Community Services)
Authorization: General Government Services – May 26, 2022

2022-23 A by-law to authorize the execution of an agreement between the Corporation of the County of Dufferin and Victorian Order of Nurses for Canada. (Service Agreement for Assisted Living Services in Orangeville – Hub & Spoke Model)
Authorization: Council – June 9, 2022

Moved by Councillor Brown, seconded by Councillor Gardhouse

THAT By-Law 2022-22 through to 2022-23, inclusive, be read a first, second and third time and enacted.

-Carried-

50. **OTHER BUSINESS**

51. **CONFIRMATORY BY-LAW**

2022-24 A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on June 9, 2022.

Moved by Councillor Currie, seconded by Councillor Soloman

THAT By-Law 2022-24, be read a first, second and third time and enacted.

-Carried-

52. **ADJOURNMENT**

Moved by Councillor Gardhouse, seconded by Councillor White

THAT the meeting adjourn.

-Carried-

The meeting adjourned at 10:12 p.m.

Next meeting: Thursday, July 14, 2022
Video Conference

Wade Mills, Warden

Michelle Dunne, Clerk



DUFFERIN COUNTY COUNCIL MINUTES

Thursday, July 14, 2022 at 7:00 p.m.

Video Conference

Council Members Present:

Warden Wade Mills (Shelburne)
Councillor Sandy Brown (Orangeville)
Councillor John Creelman (Mono)
Councillor Bob Currie (Amaranth)
Councillor Guy Gardhouse (East Garafraxa)
Councillor Chris Gerrits (Amaranth)
Councillor Earl Hawkins (Mulmur)
Councillor Janet Horner (Mulmur)
Councillor Andy Macintosh (Orangeville)
Councillor Fred Nix (Mono)
Councillor Philip Rentsch (Grand Valley)
Councillor Steve Soloman (Grand Valley)

Council Members Absent:

Councillor Steve Anderson (Shelburne)
Councillor Darren White (Melancthon)(prior notice)

Staff Present:

Sonya Pritchard, Chief Administrative Officer
Michelle Dunne, Clerk
Rebecca Whelan, Deputy Clerk
Brenda Wagner, Administrator of Dufferin Oaks
Cody Joudry, Director of Development & Tourism
Rohan Thompson, Director of People & Equity
Anna MacGregor, Director of Community Services
Aimee Raves, Manager of Finance, Treasurer
Tom Reid, Chief Paramedic

Warden Mills called the meeting to order at 7:00 p.m.

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

Upcoming committee meetings will be held by video conference on Thursday, August 25, 2022 at the following times:

Infrastructure & Environmental Services Committee – 9:00 a.m.

General Government Services Committee – 11:00 a.m.

Health & Human Services Committee – 1:00 p.m.

Community Development & Tourism Committee – 3:00 p.m.

1. **LAND ACKNOWLEDGEMENT STATEMENT**

Warden Mills shared the Land Acknowledgement Statement.

2. **ROLL CALL**

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

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Brown, seconded by Councillor Creelman

THAT the Agenda and any Addendum distributed for the July 14, 2022 meeting of Council, be approved.

-Carried-

4. **DECLARATION OF INTEREST BY MEMBERS**

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

Councillor Creelman declared an interest in Item # 6 – Mono Centre No Parking and Community Safety Zone, from the June 23, 2022 Infrastructure & Environmental Services Minutes, as his residence is across the street from the proposed no-parking zone. He noted would turn his camera off and refrain from any discussion.

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

Moved by Councillor Horner, seconded by Councillor Macintosh

THAT the minutes of the Statutory Public meeting and regular meeting of Council of June 9, 2022, be adopted.

-Carried-

PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS

6. Proclamation: International Overdose Awareness Day – August 31, 2022

Warden Mills proclaimed August 31, 2022 as "International Overdose Awareness Day" in the County of Dufferin. Tom Reid, Chief Paramedic, accepted the proclamation and extended an invitation to attend a community barbeque on August 31, 2022 at the Dufferin County Ambulance Headquarters from 4:00 p.m. to 7:00 p.m.

7. Delegation: Gladki Planning Associates

Robert Walter-Joseph, Gladki Planning Associates, representing the United People Corporation, delegated to Council regarding the draft Land Needs Assessment and Town of Grand Valley settlement boundaries.

8. PUBLIC QUESTION PERIOD

There were no questions submitted.

PRESENTATION AND CONSIDERATIONS OF REPORTS

Councillor Creelman declared an interest in Item # 6 of the Infrastructure & Environmental Services minutes and turned his camera off and did not participate in any discussion (7:50 p.m.).

9. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 23, 2022 – ITEM #6 Mono Centre No Parking and Community Safety Zone

Moved by Councillor Nix, seconded by Councillor Brown

THAT the recommendation from the June 23, 2022 Infrastructure and Environmental Services meeting, Item #6 – Mono Centre No Parking and Community Safety Zone, be adopted.

-Carried-

THAT Report, No Parking and Community Safety Zone -Mono Centre, dated June 23, 2022, from the Director of Public Works/County Engineer, be received;

AND THAT the Consolidated Traffic By-Law 2005-32, be amended, to include the following:

Schedule A – No Parking

Dufferin Rd.	From	To
8	A point at the Mono Centre intersection	A point situated 260 m south of the Mono Centre intersection
8	A point 130 m east of Mono Centre intersection	A point 170 m east of 3 rd Line Mono

Schedule I – Community Safety Zones

Dufferin Rd.	From	To
8	A point situated 250m South of the Mono Centre intersection	A point situated 380m east of the Mono Centre intersection

Councillor Creelman returned (7:51 p.m.).

10. **Infrastructure and Environmental Services Minutes – June 23, 2022**

Moved by Councillor Gerrits, seconded by Councillor Hawkins

THAT the minutes of the Infrastructure and Environmental Services meeting held on June 23, 2022, and the recommendations set out, excluding Item #6 – Mono Centre Road No Parking and Community Safety Zone, be adopted.

-Carried-

11. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 23, 2022 – ITEM #1
Dufferin Solar Power Inc.

THAT staff complete a detailed review of the Dufferin Solar Farm proposal and report back no later than the September 2022 Council meeting.

12. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 23, 2022 – ITEM #2
County Owned Land 195620 Amaranth-Grand Valley Townline - Future Considerations

THAT Report, County Owned Land 195620 Amaranth-Grand Valley Townline - Future Considerations, dated June 23, 2022, from the Director of Public

Works/County Engineer, be received.

13. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 23, 2022 – ITEM #3
Climate Change – Advancing Adaptation Project Update

THAT Report, Climate Change - Advancing Adaptation Project Update, dated June 23, 2022, from the Director of Public Works/County Engineer, be received.

14. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 23, 2022 – ITEM #4
Regional Electric Vehicle Charging Network Strategy – Summary Report

THAT Report, Regional Electric Vehicle Charging Network Strategy – Summary Report, dated June 23, 2022, from the Director of Public Works/County Engineer, be received;

AND THAT staff be approved to continue to work with the partnership to determine the next steps regarding implementing the Strategy.

15. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 23, 2022 – ITEM #5
Residential Energy Retrofit Pilot Program Design

THAT Report, Residential Energy Retrofit Pilot Program Design, dated June 23, 2022, from the Director of Public Works/County Engineer, be received;

AND THAT staff be directed to continue working with the BetterHomes Ontario Consortium as third-party delivery agent of a residential energy retrofit program;

AND THAT staff be directed to proceed with the next phase of the program to determine the financial model for program delivery and report back with recommendations to support Dufferin's application to the FCM CEF Capital and Grants Stream.

16. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 23, 2022 – ITEM #7
Orangeville West Environmental Assessment (EA)

THAT Report, Orangeville West Environmental Assessment, from the Director of Public Works/County Engineer, dated June 23, 2022, be received.

17. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 23, 2022 – ITEM #8
Dufferin Courthouse – Historic Courtroom Repairs Update & Costing

THAT Report, Dufferin Courthouse – Historic Courtroom Repairs Update and Costing, dated June 23, 2022, from the Director of Public Works/County Engineer, be received.

18. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 23, 2022 – ITEM #9
Strategic Action Plan Progress Update – IES Objectives

THAT the report of the Chief Administrative Officer, regarding the Strategic Action Plan – IES Objectives, dated June 23, 2022, be received.

19. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 23, 2022 – ITEM #10
Township of Mulmur Resolution

THAT the resolution from the Township of Mulmur, dated June 7, 2022, encouraging all Dufferin municipalities to join the Ontario Climate Caucus, be received.

20. **General Government Services Minutes – June 23, 2022**

Moved by Councillor Brown, seconded by Councillor Gerrits

THAT the minutes of the General Government Services meeting held on June 23, 2022, and the recommendations set out, be adopted.

-Carried-

21. GENERAL GOVERNMENT SERVICES – June 23, 2022 – ITEM #1
Restricted Acts after Nomination Day (Lame Duck) Provisions of the Municipal Act

THAT the report from the Clerk, dated June 23, 2022, titled Restricted Acts after Nomination Day (Lame Duck) Provisions of the Municipal Act, be received;

AND THAT a by-law be prepared to delegate authority to the Chief Administrative Officer with respect to the actions set out in the Municipal Act, 2001 Section 275(3) during the period which Council may be restricted from certain acts, as set out in Section 275 of the Municipal Act, 2001.

22. GENERAL GOVERNMENT SERVICES – June 23, 2022 – ITEM #2
Procedural By-Law Review – Report #3

THAT the report from the Clerk, dated June 23, 2022, regarding the Procedural By-law Review Report #3, be received;

AND THAT staff investigate the status of the County of Dufferin Act.

23. GENERAL GOVERNMENT SERVICES – June 23, 2022 – ITEM #3
Workforce Planning Update: Employment Systems Review

THAT the report of the Director of People & Equity, dated June 23, 2022 with respect to moving forward with the Employment Systems Review which includes a staff census and organizational culture review, be received.

24. GENERAL GOVERNMENT SERVICES – June 23, 2022 – ITEM #4
Respect in the Workplace – Preventing Violence, Harassment & Discrimination Policy & Program

THAT the report of the Director of People and Equity, dated June 23, 2022, titled Respect in the Workplace – Preventing Violence, Harassment and Discrimination Policy and Program, be received;

AND THAT the attached Respect in the Workplace – Preventing Violence, Harassment and Discrimination Policy and Program 2-4-01-06 be approved.

25. GENERAL GOVERNMENT SERVICES – June 23, 2022 – ITEM #5
Insurance Renewal

THAT the report of the Manager of Corporate Finance, Treasurer, dated June 23, 2022, regarding Insurance Renewal, be received;

AND THAT that Intact Public Entities be engaged to provide Insurance Services for the 2023 fiscal year.

26. GENERAL GOVERNMENT SERVICES – June 23, 2022 – ITEM #6
Non-Union Cost of Living Adjustment 2022

THAT the report of the Chief Administrative Officer, regarding the Non-Union Cost of Living Adjustment 2022, dated June 23 2022, be received;

AND THAT the Non-Union and County Council cost of living adjustment budgeted for 2022 be implemented for July 1, 2022;

AND THAT a policy for future adjustments using CPI (Consumer Price Index) as a benchmark/guide be presented for consideration as part of the 2023 budget process.

27. GENERAL GOVERNMENT SERVICES – June 23, 2022 – ITEM #7
Strategic Action Plan Progress Update June 2022 – GGS Objectives

THAT the report of the Chief Administrative Officer, regarding the Strategic Action Plan – GGS Objectives, dated June 23, 2022, be received.

28. **Health & Human Services Minutes – June 23, 2022**

Moved by Councillor Macintosh, seconded by Councillor Nix

THAT the minutes of the Health and Human Services meeting held on June 23, 2022, and the recommendations set out be adopted.

-Carried-

29. HEALTH & HUMAN SERVICES – June 23, 2022 – ITEM #1
Dufferin County Paramedic Service Annual Report

THAT the report of the Chief Paramedic, dated June 23, 2022, with regards to the Dufferin County Paramedic Services, be received.

30. HEALTH & HUMAN SERVICES – June 23, 2022 – ITEM #2
Dufferin County Community Support Services 2021 – 2022 Annual Report

THAT the report of the Administrator, dated June 23, 2022, with regards to the Dufferin County Community Support Services Annual Report, be received.

31. HEALTH & HUMAN SERVICES – June 23, 2022 – ITEM #3
Housing Services – Regulation Changes

THAT the report of the Director, Community Services, Housing Services – Regulation Changes, dated June 23, 2022, be received.

32. HEALTH & HUMAN SERVICES – June 23, 2022 – ITEM #4
Quarterly Community Services Activity Report – First Quarter 2022

THAT the report of the Director, Community Services, titled Quarterly Community Services Activity Report – First Quarter, 2022, dated June 23, 2022, be received.

33. HEALTH & HUMAN SERVICES – June 23, 2022 – ITEM #5
Community Safety and Well-Being Plan 2021 Annual Report

THAT the report of the Director, Community Services, dated June 23, 2022, titled Community Safety and Well-Being Plan 2021 Annual Report, be received;

AND THAT staff be directed to forward the annual report to each lower tier municipalities for their review;

AND THAT Council approve up to \$15,000 to be set aside from the Rate Stabilization Reserve, in 2022, to assist with ongoing engagement and administration costs for the plan.

34. HEALTH & HUMAN SERVICES – June 23, 2022 – ITEM #6
Strategic Action Plan Progress Update June 2022– HHS Objectives

THAT the report of the Chief Administrative Officer regarding the Strategic Action Plan – HHS Objectives, dated June 23, 2022, be received.

35. **Community Development & Tourism Minutes – June 23, 2022**

Moved by Councillor Gardhouse, seconded by Councillor Gerrits

THAT the minutes of the Community Development and Tourism meeting held on June 23, 2022, and the recommendations set out, excluding Item #1 – Town of Orangeville Resolution and Item #2 – Municipal Comprehensive Review – Land Needs Analysis Update, be adopted.

-Carried-

36. COMMUNITY DEVELOPMENT & TOURISM – June 23, 2022 – ITEM #3
Meat Processing Project Business Plan

THAT the report of the Director of Development and Tourism, titled Meat Processing Project – Business Plan, dated June 23, 2022, be received.

37. COMMUNITY DEVELOPMENT & TOURISM – June 23, 2022 – ITEM #4
Shared Land Use Planning Services Memorandum of Understanding

THAT the report from the Director of Development and Tourism, dated June 23, 2022, regarding Shared Land Use Planning Services MOU, be received;

AND THAT the Warden and the Clerk be authorized to execute the Memorandum of Understanding with East Garafraxa and the Memorandum of Understanding with Melancthon for shared Land Use Planning Services.

38. COMMUNITY DEVELOPMENT & TOURISM – June 23, 2022 – ITEM #6
Planning & NG 9-1-1- Issues

THAT the report of the Director of Development and Tourism, titled Planning and NG9-1-1 Issues, dated June 23, 2022, be received.

39. COMMUNITY DEVELOPMENT & TOURISM – June 23, 2022 – ITEM #7
Collecting the Communities Project – Update

THAT the report of the Director of Development and Tourism, titled Collecting the Communities Project - Update, dated June 23, 2022, be received.

40. COMMUNITY DEVELOPMENT & TOURISM – June 23, 2022 – ITEM #8
Strategic Action Plan Progress Update June 2022 – CDT Objectives

THAT the report of the Chief Administrative Officer, regarding the Strategic Action Plan – CDT Objectives, dated June 23, 2022, be received.

41. COMMUNITY DEVELOPMENT & TOURISM – June 23, 2022 – ITEM #9
Public Information Centre (PIC) Event In Regards to the Municipal Comprehensive Review (MCR) Update & Timelines

THAT the report of the Director of Development and Tourism, titled County MCR Update, June 23, 2022, be received.

42. **COMMUNITY DEVELOPMENT & TOURISM – June 23, 2022 – ITEM #1**
Town of Orangeville

Moved by Councillor Creelman, seconded by Councillor Brown

THAT the resolution from the Town of Orangeville, dated May 30, 2022,

regarding the dissolution of the Ontario Land Tribunal, be supported.

-Carried-

43. **COMMUNITY DEVELOPMENT & TOURISM – June 23, 2022 – ITEM #2**
Municipal Comprehensive Review – Land Needs Analysis Update

Moved by Councillor Currie, seconded by Councillor Gardhouse

THAT the presentation from Matt Alexander, Project Manager at WSP, dated June 23, 2022, regarding the Final Land Needs Analysis, be received;

AND THAT staff be directed to prepare the necessary amendment to the Dufferin County Official Plan, which is required only to adopt the Final Land Needs Analysis, for Council's consideration at a Special Council meeting on August 18, 2022;

AND THAT staff be directed to work with Grand Valley staff to achieve the best possible solution for the County Lands Needs Analysis and the Town of Grand Valley;

AND THAT staff be directed to contact the Province on how to accomplish Grand Valley's objectives within the current Municipal Community Review (MCR) process.

-Carried-

44. **Manager of Corporate Finance, Treasurer's Report – 2022 Development Charges Background Study**

A report from the Manager of Corporate Finance, Treasurer, dated July 14, 2022, to seek approval of the 2022 Development Charge Background Study.

Moved by Councillor Brown, seconded by Councillor Creelman

THAT the report on 2022 Development Charge Background Study, from the Manager of Corporate Finance, Treasurer, dated July 14, 2022, be received;

AND THAT the 2022 Development Charge Background Study, from Watson & Associates Economists Ltd., be adopted.

-Carried-

45. **Manager of Corporate Finance, Treasurer's Report – Current Economic Climate**

A report from the Manager of Corporate Finance, Treasurer, dated July 14, 2022, to provide Council with an update related to the current economic climate and its ongoing impacts on Dufferin County.

Moved by Councillor Nix, seconded by Councillor Horner

THAT the report on Current Economic Climate, from the Manager of Corporate Finance, Treasurer, dated July 14, 2022, be received.

-Carried-

46. **Manager of Corporate Finance, Treasurer and Procurement Manager's Report – Second Quarter 2022 Report on Request for Tenders and Request for Proposals**

A report from the Manager of Corporate Finance, Treasurer and Procurement Manager, dated July 14, 2022, to provide the quarterly update on all Request for Tenders and Request for Proposals in accordance with By-law 2017-33 Procurement of Goods and Services 2017, Section (4.2.7).

Moved by Councillor Macintosh, seconded by Councillor Gerrits

THAT the Report on Request for Tenders and Request for Proposals, from the Manager of Corporate Finance, Treasurer, and the Procurement Manager, dated July 14, 2022, be received.

-Carried-

47. **Chief Administrative Officer's Report – Service Optimization and Work Force Strategy Update – Space Needs Assessment**

A report from the Chief Administrative Officer, dated July 14, 2022, to update Council with respect to Strategic Action Plan priority SV 7 - Identify Future Space and Property Needs and the "Assessing Space Requirements" component of the Service Optimization and Workforce Strategy.

Moved by Councillor Soloman, seconded by Councillor Gerrits

THAT the report of the Chief Administrative Officer, dated July 14, 2022 with respect to Service Optimization and Work Force Strategy Update – Space Needs Assessment, be received.

-Carried-

48. **Chief Administrative Officer’s Report – Monthly Update from Outside Boards**

A report from the Chief Administrative Officer, dated July 14, 2022, to provide Council with an update of activities from outside boards and agencies. Councillor Gerrits noted that the SWIFT update incorrectly identified that the Annual General Meeting was held in Belgium.

Moved by Councillor Gerrits, seconded by Councillor Hawkins

THAT the report of the Chief Administrative Officer, dated July 14, 2022 with respect to Reports from Outside Boards, be received.

-Carried-

CORRESPONDENCE

49. **ADR Chambers – Integrity Commissioner Annual Report**

Correspondence from ADR Chambers, dated June 23, 2022, regarding the Integrity Commissioner Annual Report for the period of April 8, 2021 to April 7, 2022.

Moved by Councillor Gardhouse, seconded by Councillor Horner

THAT the correspondence from ADR Chambers, dated June 23, 2022, regarding the Integrity Commissioner Annual Report for the period of April 8, 2021 to April 7, 2022, be received.

-Carried-

50. **Town of Grand Valley**

Correspondence from the Town of Grand Valley in response to WSP’s presentation to the June 23, 2022 General Government Services Committee meeting on regarding the MCR process was circulated on desk and addressed in the

Community Development & Tourism minutes under Item #2 - Municipal Comprehensive Review – Land Needs Analysis Update.

51. **NOTICE OF MOTIONS**

Moved by Councillor Creelman

BE IT RESOLVED the County of Dufferin joins with residents and others in petitioning the Ministry of Transportation to install advance left turn signalization at the intersection of Highway 10 and County Road 16/County Road 7 as well as other safety measures including but not limited to speed reduction in advance of this intersection in view of a chronic history of accidents.

Moved by Councillor Creelman

BE IT RESOLVED THAT Dufferin County petitions the Federal Government, the CRTC (Canadian Radio-Television and Telecommunications Commission) and cell phone providers to immediately implement automatic no-cost roaming to other providers in the event of a service going off line for whatever reason.

52. **MOTIONS**

53. **CLOSED SESSION**

Councillor Currie requested Council move into Closed session as he had a question regarding the Closed Session Minutes that were circulated.

Moved by Councillor Macintosh, seconded by Councillor Currie

THAT Council moved into Closed Session (8:55 p.m.) in accordance with the Municipal Act Section 239 (2)(d) – Labour Relations or Employee Negotiations.

-Carried-

While in Closed Session, Councillor Currie asked a question regarding the Closed Session minutes of June 9, 2022, which considered a report from the Director of People and Equity and the Administrator of Dufferin Oaks regarding labour relations or employee negotiations.

Moved by Councillor Hawkins, seconded by Councillor Currie

THAT Council move into open session (8:58 p.m.)

-Carried-

Moved by Councillor Nix, seconded by Councillor Brown

THAT the Closed session minutes of Council from June 9, 2022, be adopted.

-Carried-

54. **BY-LAWS**

2022-25 A by-law to delegate authority to the Chief Administrative Officer for restricted acts during the lame duck period.
Authorization: General Government Services – June 23, 2022

2022-27 A by-law to amend By-Law 2005-32, Schedule "A" and "I", to regulate traffic on roads under the jurisdiction of the County of Dufferin. (No Parking Zone – Dufferin Road 8, Community Safety Zone – Dufferin Road 8)
Authorization: Infrastructure and Environment Services – June 23, 2022

2022-28 A by-law to establish development charges for the Corporation of the County of Dufferin.
Authorization: Council – June 9, 2022

Moved by Councillor Brown, seconded by Councillor Gerrits

THAT By-Law 2022-25, 2022-27 and 2022-28, be read a first, second and third time and enacted.

-Carried-

2022-26 A by-law to govern the proceedings of Council and its Committees and to repeal By-Law 2015-24.
Authorization: General Government Services – June 23, 2022

Moved by Councillor Rentsch, seconded by Councillor Macintosh

THAT By-law 2022-26 be read a first, second and third time and enacted.

A recorded vote was requested on the motion and taken as follows:

	Yay	Nay
Councillor Anderson (1)	ABSENT	
Councillor Brown (7)		x
Councillor Creelman (3)		x
Councillor Currie (1)		x
Councillor Gardhouse (2)		x
Councillor Gerrits (1)		x
Councillor Hawkins (1)		x
Councillor Horner (1)		x
Councillor Macintosh (7)	x	
Councillor Mills (2)	x	
Councillor Nix (2)	x	
Councillor Rentsch (1)	x	
Councillor Soloman (1)	x	
Councillor White (2)	ABSENT	
Total (29)	13	16
	-MOTION LOST-	

Moved by Councillor Horner, seconded by Councillor Currie

THAT staff be directed to bring back a revised Procedural By-law with a one year term for the Warden and Committee Chairs.

-Carried-

55. **OTHER BUSINESS**

Councillor Brown invited Council and the public to attend the Orangeville Rotary Ribfest on July 15 – 17, 2022.

Councillor Brown also noted the Town of Orangeville has won a concert through Sirius XM Radio and Live Nation. Walk Off the Earth will be performing in Orangeville in the fall. More details will be announced in August.

56. **CONFIRMATORY BY-LAW**

2022-29 A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on July 14, 2022.

Moved by Councillor Brown, seconded by Councillor Hawkins

THAT By-Law 2022-29, be read a first, second and third time and enacted.

-Carried-

57. **ADJOURNMENT**

Moved by Councillor Currie, seconded by Councillor Macintosh

THAT the meeting adjourn.

-Carried-

The meeting adjourned at 9:09 p.m.

Next meeting: Thursday, August 18, 2022
Video Conference

Wade Mills, Warden

Michelle Dunne, Clerk



NORTH DUFFERIN COMMUNITY CENTRE
BOARD OF MANAGEMENT
MINUTES
THURSDAY, JULY 7, 2022 — 7:00 P.M.



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 7th day of July, 2022 at 7:00 p.m., as an electronic meeting through ZOOM.

Those present:

Patricia Clark, Councillor, Mulmur
Nancy Noble, Mulmur
Janet Horner, Mayor, Mulmur
Darren White, Mayor, Melancthon
Curtis Bouchard, Arena Manager
Darcy Timmins, Melancthon
Heather Boston, NDCC Treasurer, Mulmur
Donna Funston, NDCC Secretary, Melancthon

Regrets:

Debbie Fawcett, Melancthon
Mandy Little, Mulmur
Doug Read, Melancthon

#1 Chair Call Meeting to Order

Meeting Called to Order at 7:01 p.m.

#2 Land Acknowledgement Statement

The Land Acknowledgement Statement was read by Chair Clark.

#3 Additions/Deletions/Approval of Agenda

-Moved by Timmins, Seconded by White that the Agenda be approved as amended.
Carried.

ADD: General Business 9.1.7 – Grant Update

#4 Declaration of Pecuniary Interest or Conflict of Interest

None.

#5 Delegation

None.

#6 Approval of Draft Minutes – April 13, 2022

-Moved by Horner, Seconded by Noble, that the minutes of the North Dufferin Community Centre Board of Management held on April 13, 2022 be approved as circulated. Carried.

#7 Business Arising from the Minutes

None.

#8 Facility Manager's Report

Curtis reports that Core Mechanical will be starting July 8, 2022 on the brine pump. There was a buck and doe and the Strawberry Supper held at the Arena and both functions went well. A letter on the front of the building is broke, Curtis will order a new letter, paint and install. Some grass is starting to grow on the ball diamond so that will be sprayed and minor cleanups around the Arena will be done.

#9 General Business

1. Financial

1. Accounts Payable ending May 3, 2022, ending May 31, 2022 and ending June 30, 2022

-Moved by White, Seconded by Timmins the accounts in the amount of \$28,480.24 be received as presented. Carried.

2. A/R update

3. YTD vs. Budget comparison

Discussion on oil and that it is over budget due to the cost increase of fuels. Building Maintenance seems high and Heather will report back with the reasons.

4. Year Ended December 31, 2021, North Dufferin Community Centre Financial Statements

Heather discussed the financial statements and some differences. Deficit is due to COVID costs, staffing costs and less revenues.

-Moved by White, Seconded by Noble that the Financial Information of North Dufferin Community Centre And Compilation Engagement Report thereon Year Ended December 31, 2021 be approved as presented. Carried.

5. Report from Heather Boston regarding Schedule of Fees+

Discussed the schedule of fees and that all rental numbers are now rounded off to include tax. This will make collection at the time of the rental easier and not looking to make change. Board Members are requested to come to the next meeting with thoughts on party packages or lower rates to bring more users to the facility and increase revenue.

-Moved by Noble, Seconded by Timmins that the Schedule of Fees be accepted and approved as presented. Carried.

6. Report from Heather Boston regarding Booth Management

Discussion on staff running the booth and it was decided that the risk and liability was too great at this time.

-Moved by Timmins, Seconded by Horner that the NDCC Board of Management receive the report of Heather Boston, Booth Management;
AND THAT; an RFP be issued with a minimum bid of \$500 per month and the bids be reviewed by the Board.
AND THAT; the vending machine for chips, chocolates and pop be installed at the Arena Carried.

2. Unfinished Business

1. Strawberry Supper Update

Report from Janet Horner was read and is attached to these minutes. Board directed Donna to contact Honeywood Minor Hockey and invite the President and Vice-President to the next meeting and discuss the donation, volunteering time and contact lists. Donna is directed to do a thank you letter for Crystal Lucas and family and Janet Horner and purchase a \$100 gift card.

ADDED #7 – Grant Update

Heather reported the grant that was applied for was not approved. She notes some repairs need to be done to be able to keep the ice in all winter. Mulmur Council may have to do some repairs on their own until the new Council is elected due to the motion passed by Melancthon Council. Mulmur is able to apply for other grants on their own. Renovation grants are 80% and could include items such as lighting and elevator. These grants are also stackable.

#10 Information

1. Report from Tracey Atkinson, CAO/Clerk/Planner and Heather Boston Treasurer Township of Mulmur regarding NDCC and a Motion passed at April 6 Mulmur Council.
2. Report from Roseann Knechtel, Deputy Clerk, Township of Mulmur regarding Pickleball Courts in Mulmur
3. Township of Melancthon Motion to Accept the increase in Budget
4. Township of Melancthon Motion to Appoint a Member to the NDCC Board
5. Township of Melancthon Motion for NDCC Budget to be adjusted
6. Township of Melancthon Letter to Township of Mulmur
7. Township of Mulmur Motion to Approve NDCC 2022 Operating Budget

The Board discussed Pickleball and decided to wait and see if any grants happen and then consider purchasing Pickleball supplies.

-Moved by Noble, Seconded by White that items 1 - 7 listed for information purposes be accepted as information. Carried.

#11 Notice of Motion

-None

#12 Confirmation Motion

-Moved by Horner, Seconded by Timmins 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.

#14 Adjournment

-Moved by White, Seconded by Timmins, we adjourn the North Dufferin Community Centre Board of Management meeting at 8:37 p.m. to meet again on Wednesday September 14, 2022 at 7:00 p.m. at the North Dufferin Community Centre or at the call of the Chair. Carried.

CHAIR

SECRETARY



MINUTES

MULMUR-MELANCTHON FIRE BOARD

Tuesday, July 12, 2022 at 7:00 p.m.

Present: David Besley, Chair – Melancthon Township
Earl Hawkins, Vice Chair – Mulmur Township
Patty Clark – Mulmur Township
Mathew Waterfield – Fire Chief
Everhard Olivieri-Munroe – Deputy Fire Chief
Heather Boston – Secretary

Absent: Darren White – Melancthon Township

1. Call to Order – meeting was called to order by the Chair at 7:04 pm

2. Land Acknowledgement

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

3. Approval of the Agenda

Motion by: Hawkins/Clark

THAT the July 12, 2022, agenda for the Mulmur-Melancthon Fire Board be approved as amended.

CARRIED.

4. Approval of Previous Meeting's Minutes

Motion by: Hawkins/Besley

THAT the Minutes of the Mulmur-Melancthon Fire Board dated May 17, 2022, be approved as copied and circulated.

CARRIED.

5. Declaration of Pecuniary Interest

Chair Besley stated that if any member of the Board had a 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.

6. Treasury

a) Accounts

Motion by: Clark/Hawkins

THAT the operating accounts as presented in the amount of \$14,869.33 be approved.

CARRIED.

7. Administration

a) Year End Fire Chief's Report

Motion by: Clark/Hawkins

THAT the Board approve the Fire Chief's Year-end report as presented.

CARRIED.

b) Fire Chief General Update

- 38 calls so far this year which is comparable to last year
- Starting up new Stillwater online training program
- Strawberry supper was discussed, and the question was asked as to why the firefighters weren't able to assist with setting up tables for the event. The Fire Chief confirmed that they were asked and there were a few firefighters who were available to volunteer. The Chief replied to the email to ask what date and time they were needed and never received a response to that request.

8. Information Items

a) Communications Study

- Board members are interested in sitting in to listen to meeting that will be held tomorrow night

9. Adjournment

Motion by: Clark/Hawkins

THAT we do now adjourn at 7:32 pm to meet again on September 20, 2022, at 7:00 pm or at the call of the Chair.

CARRIED.

Chair

Secretary

DRAFT



MINUTES

Tuesday, May 10, 2022

Rosemont District Fire Board

Electronic - 2:00 pm

Present: Patricia Clark - Chair
Ralph Manktelow - Town of Mono
Shirley Boxem - Township of Mulmur
Heather Boston - Secretary-Treasurer
Absent: Ronald O'Leary – Adjala-Tosorontio
Chris Armstrong - Deputy Fire Chief

Melinda Davie – Vice Chair
Floyd Pinto - Adjala-Tosorontio
Mike Blacklaws - Fire Chief

1) **Call to order by the Chair:** The Chair called the meeting to order at 2:05 pm

2) **Approval of the Agenda**

Motion by: Pinto/Boxem

THAT the May 10, 2022 Rosemont Fire Board agenda be approved as amended to include the election of a vice chair under section 8. g).

CARRIED.

3) **Approval of previous meeting minutes**

Motion by: Manktelow/Davie

THAT the minutes of November 1, 2021, are approved as copied and circulated.

CARRIED.

4) **Declarations of Pecuniary Interest**

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

5) **Public Question Period - None**

6) **Deputations and Presentations**

a) **2021 Draft Financial Statements - Presented by Matthew Betik**

Chair Clark and Auditor Betik noted that the books and records were prepared well by Treasurer Boston.

Motion by: Davie/Boxem

THAT the draft Financial Statements be approved as presented.

CARRIED.

7) Treasury

a) Approval of Accounts

Motion By: Manktelow/Pinto

THAT the accounts as presented in the amount of \$168,379.00 are ordered paid.
CARRIED.

b) Comparative Income Statement Actual to Budget up to May 1, 2022

- Reviewed budget to actual statements, nothing of note was identified

8) Administration

a) 2022 Incident Summary

- Received the report as information

b) 2021 Year End Fire Chief's Report

- Discussed year-end report
- Board felt that the report was done well

c) Memo Re: O. Reg. 343/22: Firefighter Certification

- We are already training to the NFPA standard, if Department goes to the next level specialized training, then they will have to send a couple of firefighters out for training to come back and train the rest of the department

d) RFP for New Tanker

- Discussed costs and need to get out call documents
- Fire Chief will work with Secretary/Treasurer Boston to get document reviewed and sent out

e) New Compressor

- Two options to replace compressor, either tender it or deal with company department uses on a regular basis

Motion by: Boxem/Pinto

THAT the Board authorize Chief Blacklaws to replace compressor at his discretion.

CARRIED.

f) Fire Chief General Update

- Proposed date of June 25th fore recruit graduation and year end firefighter recognition event
- Training containers are waiting on engineer's stamp for permit approval
- Investigating junior firefighters' program for people under the age of 18

Motion by: Davie/Boxem

THAT the Board authorize the Fire Department to purchase replacement uniforms up to a maximum of \$3,000.

CARRIED.

g) Election of Vice-Chair

Motion by: Pinto/Boxem

THAT the Board appointed Melinda Davie to the position of Vice Chair.

CARRIED.

9) Information Items - None

10) Closed Session

Closed session pursuant to the *Municipal Act*, 2001 S.O. 2001, Chapter 25, Section 239 (2) (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Motion By: Pinto/Davie

THAT the Rosemont District Fire Board move into Closed Session pursuant to Section 239 (2) (e) of the *Municipal Act*, 2001, as amended at 3:22 p.m. for the following reasons: litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

CARRIED.

Motion by: Davie/Pinto

THAT the Rosemont District Fire Board rise out of the closed session at 3:34 p.m. and return to open session.

CARRIED.

Motion by: Pinto/Boxem

THAT the Board has nothing to report out of closed session.

CARRIED.

11) Adjournment

Motion by: Boxem/Davie

THAT the meeting adjourn at 3:36 pm to meet again at the call of the Chair.

CARRIED.

Approved by:

Chair

Secretary/Treasurer



**MINUTES
POLICE SERVICE BOARD
July 27, 2022 - 9:00AM**

Present: Cheryl Russel – Chair, Mulmur Member
Jeff Sedgwick – Provincial Appointee
Shirley Boxem – Council Representative
Inspector Terry Ward – OPP
Constable Jennifer Roach - OPP
Tracey Atkinson – Secretary

1. Call to Order

The Chair called the meeting to order at 9:01 a.m.

2. Oath of Office

Shirley Boxem took the oath of office.

3. Approval of Agenda

Moved by Boxem and Seconded by Sedgwick

THAT the agenda be approved.

CARRIED.

4. MINUTES OF THE PREVIOUS MEETING

Moved by Sedgwick and Seconded by Russel

THAT the Mulmur Police Services Board Minutes dated January 26, 2022 be approved.

CARRIED.

5. DISCLOSURE OF PECUNIARY INTEREST - NONE

6. PUBLIC QUESTION PERIOD - NONE

7. DELEGATIONS / PRESENTATIONS - NONE

8. ADMINISTRATION

8.1 2020-2022 OPP Action Plan

The OPP will be starting soon to plan the updated Action Plan, which will include PSB engagement. The OPP detachment (corporate) will utilize a template and in consultation with PSB determine public engagement and discuss certain components.

8.2 Detachment Reports

Inspector Ward presented the quarterly detachment reports for Mulmur and highlighted recent changes.

Moved by Boxem and Seconded by Russel

THAT the 1st and 2nd Quarter 2022 Mulmur Detachment Reports be received.

CARRIED.

8.3 Paid Duty Template – Verbal Update from Insp. Ward

The Board asked for a specific template that could be used by officers and noted that a template would improve the usability of the data for determining future Paid Duty focus areas.

Inspector Ward will look at the statistics and follow-up at a future PSB meeting.

8.4 PSB Training – Letter from the Minister of Solicitor General's Office

Members discussed the correspondence received and the timing of the new Comprehensive Ontario Police Services Act.

Moved by Sedgewick and seconded by Boxem

That the Letter from the Minister of Solicitor General's Office be received.

CARRIED.

9. INFORMATION ITEMS

9.1 Towing By-law Initiatives

9.2 Community Safety and Policing Grant

9.3 Community Watch Presentation

Atkinson provided a status update regarding the Orangeville-led towing by-law. Discussion ensued regarding the towing by-law and proposed regulations. Township staff anticipate preparing a report for Council once the regulations are available for review and the draft by-law is updated following the public meeting.

Discussion ensued regarding creating a community watch as well as the Road Safety Committee's role. Inspector Ward suggested strengthened communication

between Road Safety (Community Safety) and the OPP and offered that Constable Roach could be invited to attend the Road Safety Committee meeting on August 8, 2022.

Moved by Boxem and Seconded by Sedgwick

THAT the information items be received.

CARRIED.

10. ITEMS FOR FUTURE MEETINGS

10.1 Paid Duty Template

11. ADJOURNMENT

It was noted that the Joint Police Board meets on January 20th, 2023 and that the meeting may be combined with the regular PSC meeting.

Moved by Sedgwick and Seconded by Boxem

THAT the meeting adjourn at 10:02 am to meet again at 9:00am on January 25, 2023 or at the call of the Chair.

CARRIED.



Valued Customers

I wanted to send you this personal note to thank you for your continued support. Together, we've pushed [Ontario's capture rate for single-use batteries to 54% in 2020](#). The highest capture rate in North America for this material type.

We couldn't have done it without the dedication and willingness from thousands of retailers, businesses and municipalities just like you. Extraordinary folks that volunteer their time and space to tackle this common waste that too often ends up in local landfills.

I want you to know that the batteries you recycle with us are processed using the most efficient recycling technology available in Canada today. A made in [Ontario recycling solution that upcycles 84%](#) of the materials inside every alkaline battery.

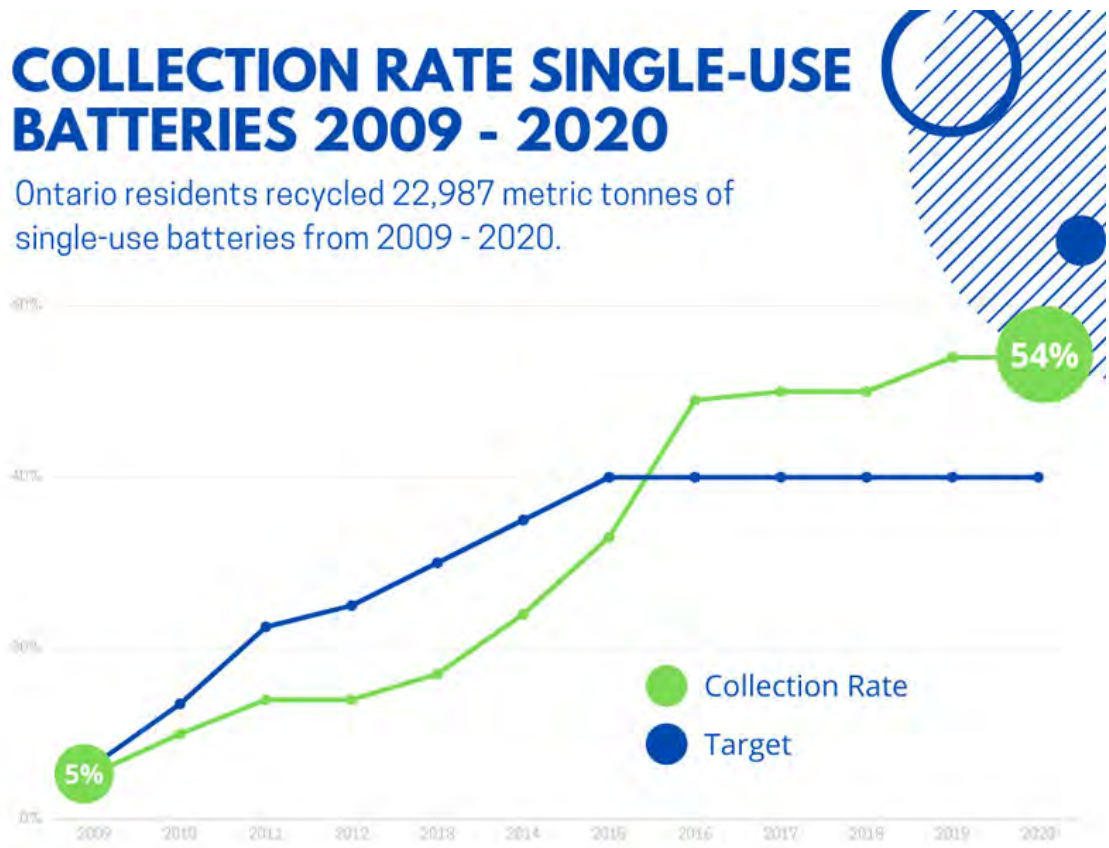
You're supporting other Ontario businesses by giving them access to recycled feedstock that they're using in the manufacture of new products. In other words, the batteries recycled at your stores, offices and public facilities, displace the need to mine and refine the equivalent amount of resources from ore. Effectively reducing green-house-gas emissions by thousands of tonnes

of CO2 per year.

This is Ontario's circular economy at work, and it all started with you. Thank you.

Sincerely,

James Ewles
President
Raw Materials Company



Benefits of Working with RMC

- [Large collection containers](#) (requires fewer pickups, reducing greenhouse-gas emissions).

- Convenient pickup options (request by phone or [online](#))
- Most efficient [recycling technology](#) for single-use batteries in Canada (84% Recycling Efficiency Rate).
- Recovered materials are put back into Ontario's circular economy supporting Ontario businesses (other service providers ship batteries out of province and use lower order recycling technologies).
- You're supporting 50 jobs in the small community of Port Colborne, Ontario.

Request a Diversion Report

We keep accurate records of all the batteries you recycle. This information can be used in a press release to showcase your contributions to local diversion efforts. It's a great way to remind your customers about the impact they're making, and to promote your recycling program at the same time.

Click the button below to request your report today!

Request a Diversion Report

or Call

(888) 937 3382



Shelburne & District Fire Department

2021 ANNUAL REPORT

Fire Chief Ralph Snyder | June 7, 2022

SHELBURNE & DISTRICT FIRE DEPARTMENT 2021



Fire Chief

Ralph Snyder

Deputy Chief

Jeff Clayton

Captains

Mike Morrell
Os Fleming
Mark Elderfield
Steve Monds

Lieutenants

Oluf Jensen
Kevin Rideout

Training Officer

Jason Duck

Firefighters

Rob Sellar
Jamie Dempster
Duane Foulger
Mike Glassford
Tony Quesnelle
Ian Wallace
Aaron Ferguson
Matt Giles
Devon Suttell
Randy Narine
Symon Weatherall
Eddie Lane
Luke Downey
Mark Cross
Owen Bennington
O'Brian Campbell
Alex Foulger
Julius Mensah
Brandon Batchelor
Chris Garrett

Administrative

Nicole Hill

SHELBURNE & DISTRICT FIRE DEPARTMENT

OFFICE OF THE FIRE CHIEF:

Ralph Snyder
114 O'Flynn Street
Shelburne, Ontario. L9V 2W9
Telephone: 519-925-5111
Cell: 519-938-1609
rsnyder@sdfd.ca



OFFICE OF THE SEC/TREAS:

Nicole Hill
114 O'Flynn Street
Shelburne, Ontario. L9V 2W9
Telephone: 519-925-5111
nhill@sdfd.ca

"SERVING THE MUNICIPALITIES OF AMARANTH, MELANCTHON, MONO, MULMUR AND SHELBURNE"

A MESSAGE FROM THE FIRE CHIEF

I am pleased to present our 2021 Annual Report.

2021 continued with a lowered demand for our services due to pandemic restrictions and we finished the year with 236 calls for service.

We spent 289 actual hours responding to those incidents for a total of 3063 individual staff hours and 2290 individual responses by our members to answer calls for service.

With a modified training schedule our firefighters attended 136 training sessions in 2021 for a time commitment of 2241.5 hours.

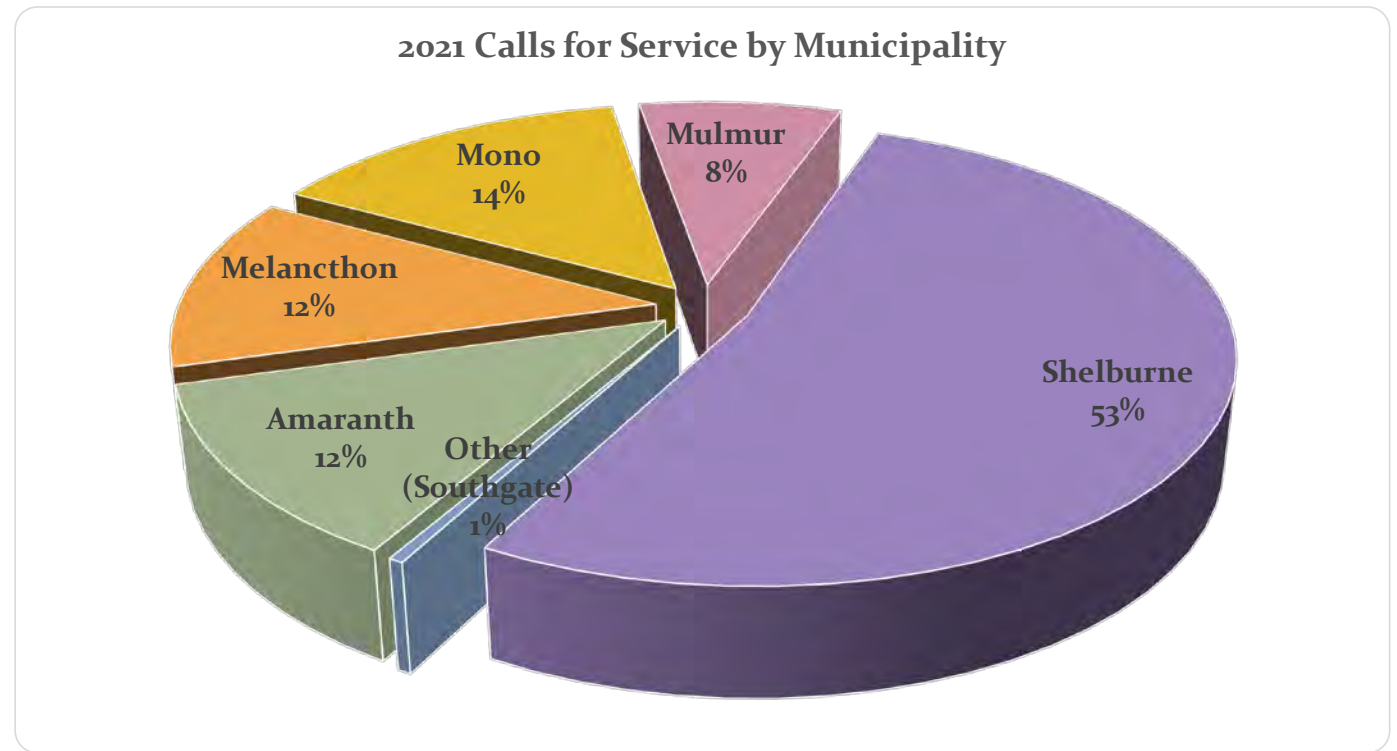
Firefighters were able to complete 6 Public Education opportunities with different groups. This included an invite to 4 elementary schools in our coverage area to participate in an escape plan contest. All but one participated.

Our members continue to show strong commitment to the community, and I am proud to lead this dedicated team.

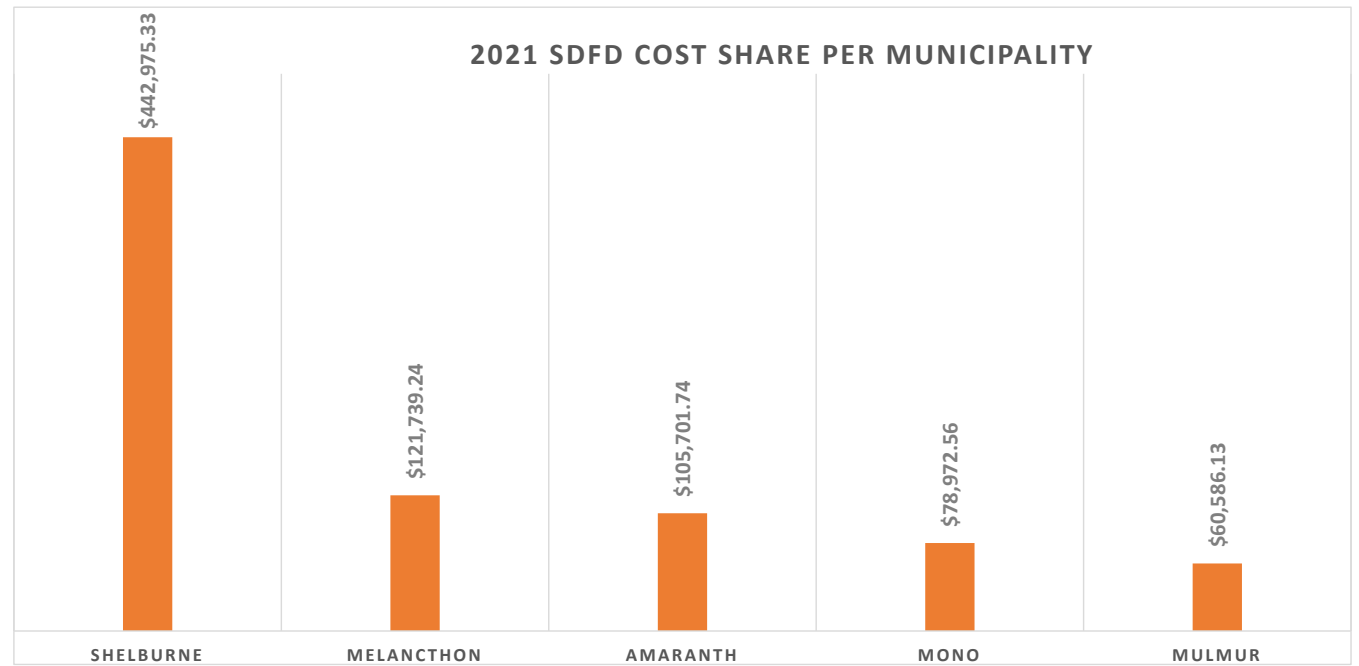
Respectfully Submitted,

Chief Ralph Snyder

Municipality	# of Calls
Amaranth	29
Melancthon	29
Mono	34
Mulmur	19
Shelburne	124
Other (Southgate)	1
	236



Municipality	% Levy	\$ Levy
Shelburne	54.69%	\$ 442,975.33
Melancthon	15.03%	\$ 121,739.24
Amaranth	13.05%	\$ 105,701.74
Mono	9.75%	\$ 78,972.56
Mulmur	7.48%	\$ 60,586.13
Total Levy		\$ 809,975.00



SHELBURNE & DISTRICT FIRE DEPARTMENT



"SERVING THE MUNICIPALITIES OF AMARANTH, MELANCTHON, MONO, MULMUR AND SHELBURNE"

2021 Firefighter Training

Our dedicated Firefighters attended a total of 136 training sessions in 2021 for a total of 2241 man-hours.

In September we initiated monthly officer meetings at which we discuss training topics and lead instructors for each topic.

With the appointment of FF Jason Duck as Training Officer we have made some modifications to our training. We now generally divide into two training topics on a weekly basis and trainees switch topics each week. T.O. Duck ensures a schedule is set at least 1 month in advance and a written lesson plan is prepared and approved by Chief Officers.

With the return to our weekly in-house training, we managed to cover a wide range of disciplines, techniques, and personal safety topics.

Outside of the scheduled internal training we had external training opportunities, but these were limited by Covid restrictions.

The training library continues to be well utilized by the members. Materials including texts, videos, and workbooks were signed out regularly. We are progressing with a blended training program using Fire Learning Management System software, where firefighters can do theory training online, and complete practical skills at live training.

We have a good percentage of our firefighters certified to the NFPA Firefighter II standard or higher, with the remainder actively working to achieve certification.

Additionally, we have members NFPA certified as Fire Officer, Fire & Life Safety Educator, Fire Inspector, Fire Investigator, and Fire Instructor. We have 4 members involved in NFPA Fire Officer level 1 training. All training records continue to be maintained electronically on our FirePro2 software.



Shelburne and District Fire Department

Fire Chief :Ralph Snyder
114 O'Flynn Street Shelburne ON
Shelburne ON L9V 2W9
PH : 519-925-5111

Page 1 of 1

Date
Apr 25 22

Inspections by Month From Jan 1 21 to Dec 31 21

JAN 2021	3
FEB 2021	7
MAR 2021	5
APR 2021	3
MAY 2021	1
JUN 2021	4
JUL 2021	1
AUG 2021	3
SEP 2021	6
OCT 2021	5
NOV 2021	1
DEC 2021	3
Total:	42

Your data was received and has been processed.

08-Apr-22

Please review the reports below, and contact OFM with any questions or revisions.

Monthly Call Summary This data is currently under review, and subject to revision.

FDID: 2221 00 Shelburne&District Fire Department

	Total Calls	Injuries reported FF	Civilian	Estimated loss
2021	236	0	0	\$6,073,003
January	19	0	0	\$675,000
Fire	3	0	0	\$675,000
Outdoor, no loss fire	1	0		\$0
Non fire call	15	0		\$0
February	15	0		\$0
Non fire call	15	0		\$0
March	24	0	0	\$5,500
Fire	1	0	0	\$5,500
Outdoor, no loss fire	5	0		\$0
Non fire call	18	0		\$0
April	14	0		\$0
Outdoor, no loss fire	4	0		\$0
Non fire call	10	0		\$0
May	16	0	0	\$85,500
Fire	2	0	0	\$85,500
Outdoor, no loss fire	3	0		\$0
Non fire call	11	0		\$0
June	26	0	0	\$70,003
Fire	3	0	0	\$70,003
Non fire call	23	0		\$0
July	20	0		\$0
Outdoor, no loss fire	1	0		\$0
Non fire call	19	0		\$0
August	14	0	0	\$140,000
Fire	3	0	0	\$140,000
Outdoor, no loss fire	1	0		\$0
Non fire call	10	0		\$0
September	22	0		\$0

	Non fire call	22	0		\$0
<hr/>					
October		25	0	0	\$5,060,000
<hr/>					
	Fire	1	0	0	\$5,060,000
	Non fire call	24	0		\$0
<hr/>					
November		15	0	0	\$32,000
<hr/>					
	Fire	2	0	0	\$32,000
	Non fire call	13	0		\$0
<hr/>					
December		26	0	0	\$5,000
<hr/>					
	Fire	1	0	0	\$5,000
	Non fire call	25	0		\$0
<hr/>					

All Call Summary

This data is currently under review, and subject to revision.

FDID: 2221 00 Shelburne&District Fire Department

	Total Calls	Injuries reported FF	Civilian	Estimated loss
2021	236	0	0	\$6,073,003
Fire	16	0	0	\$6,073,003
Property fires/explosions	16	0	0	\$6,073,003
Fire	16	0	0	\$6,073,003
Outdoor, no loss fire	15	0		\$0
Property fires/explosions	15	0		\$0
NO LOSS OUTDOOR fire (see exclusions)	15	0		\$0
Non fire call	205	0		\$0
Burning (controlled)	5	0		\$0
Open air burning/unauthorized controlled burning (no uncontrolled fire)	5	0		\$0
CO False calls	6	0		\$0
CO false alarm - equipment malfunction (no CO present)	4	0		\$0
CO false alarm - perceived emergency (no CO present)	2	0		\$0
False fire calls	49	0		\$0
Alarm System Equipment - Accidental activation (exc. code 35)	3	0		\$0
Alarm System Equipment - Malfunction	30	0		\$0
Human - Accidental (alarm accidentally activated by person)	5	0		\$0
Human - Malicious intent, prank	2	0		\$0
Human - Perceived Emergency	9	0		\$0
Medical/resuscitator call	19	0		\$0
Asphyxia, Respiratory Condition	1	0		\$0
CPR administered	7	0		\$0
Medical Aid Not Required on Arrival	1	0		\$0
Medical/resuscitator call no action required	2	0		\$0
Other Medical/Resuscitator Call	2	0		\$0
Oxygen administered	1	0		\$0
Seizure	1	0		\$0
Vital signs absent, DOA	4	0		\$0
Other response	35	0		\$0
Assistance not required by other agency	4	0		\$0

Assistance to Other Agencies (exc 921 and 922)	1	0	\$0
Assistance to Police (exc 921 and 922)	1	0	\$0
Assisting Other FD: Mutual Aid	9	0	\$0
Call cancelled on route	16	0	\$0
Incident not found	2	0	\$0
Other Public Service	2	0	\$0
Pre fire conditions/no fire	8	0	\$0
Other Cooking/toasting/smoke/steam (no fire)	4	0	\$0
Other pre fire conditions (no fire)	1	0	\$0
Overheat (no fire, e.g. engines, mechanical devices)	3	0	\$0
Public Hazard	23	0	\$0
CO incident, CO present (exc false alarms)	6	0	\$0
Gas Leak - Natural Gas	7	0	\$0
Gas Leak - Propane	1	0	\$0
Power Lines Down, Arcing	8	0	\$0
Public Hazard call false alarm	1	0	\$0
Rescue	60	0	\$0
Low angle rescue (non fire)	1	0	\$0
Other Rescue	6	0	\$0
Rescue no action required	1	0	\$0
Vehicle Collision	46	0	\$0
Vehicle Extrication	6	0	\$0

Call Summary by Location/Municipality Attended

**NEW report created May-2019: This data is currently under review, and subject to revision.

FDID: **2221 00** **Shelburne&District Fire Department**

	Total Calls Attended in Location
2021	236
Amaranth	29
Melancthon	29
Mono	34
Mulmur	19
Shelburne	124
Southgate	1

Fire losses: Estimated losses of < \$4 or \$500,000+

Please confirm with a check or revise the estimate and email to OFMstatistics@ontario.ca.

Note: \$0 for fires is accepted, but a confirmation is required.

FDID: **2221 00** FDName: Shelburne&District Fire Department

Fire dep incident # Date: Estimated loss, address, property type, possible cause reported **Est loss confirmed**

21-190	25-Oct-21	\$5,060,000	TOWN OF MONO	<input type="checkbox"/>
		Large Truck (Excluding Truck Trailer)	Electrical Failure	

SHELBURNE & DISTRICT FIRE DEPARTMENT



"SERVING THE MUNICIPALITIES OF AMARANTH, MELANCTHON, MONO, MULMUR AND SHELBURNE"

Chairman and Members of the Shelburne and District Fire Board of Management.

I thank the fire board again for giving me the opportunity to lead this fire department.

2021 was another challenging year for the Shelburne & District Fire Department. Our firefighters continued to show their professionalism with commitment to supporting our communities through training and response.

The past year saw some significant changes in the fire service with the closing of the Ontario Fire College and a transition towards full NFPA certifications. Provincial legislation has been introduced and will likely be passed in July of 2022. All firefighters will be required to achieve NFPA certification for the roles they perform under our Establishing and Regulating bylaws under this new mandate.

The update to our apparatus fleet with the purchase of Pump 27 and a review of the long-term replacements has left us in a good position to evaluate options for maintaining a viable emergency response fleet. Unfortunately, we are seeing an increase of upwards of 30% in the cost of new fire apparatus in the last year. The firehall could benefit greatly from the installation of a SCBA cylinder filling station as we currently rely on neighbouring departments for our breathing air. We are investigating funding sources to help offset this capital purchase in 2023.

We are facing some major challenges with the training of our Firefighters and Officers. The closing of the Ontario Fire College (OFC) campus has forced us to investigate new ways to achieve training goals. We have discussed learning contracts with the OFC Academic Manager and will pursue this alternative to continue education and training at a relatively low cost. We have some very qualified personnel to lead in-house courses. Training on live fire, search, rescue, and firefighter survival in a realistic environment may be a more expensive endeavor at regional centers. The OFMEM has just introduced an online testing platform which should make it easier to get post-training testing completed.

Although SDFD call volume was down by approximately 11% over 2020's call volume, probably due to restrictions imposed by the pandemic, we anticipate the needs of residents in our catchment area to continue to result in higher call volumes. We should continually address potential growth of department resources and service delivery model changes to meet future challenges with the professional service that our residents have come to expect.

Ralph Snyder
Fire Chief
Shelburne & District Fire Department

ROSEMONT DISTRICT FIRE DEPARTMENT

2021

YEAR END REPORT



Photo courtesy of N.Abbella

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

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

March 1, 2022

Madame Chair and Members of the Rosemont District Fire Board,

2021 continued much as the year previous with COVID mandates and revised procedures in place to deal with potential exposures and the welfare of our members. Provincial mandates, the procedures that we put in place and the dedication of our membership to adhere to these guidelines were instrumental in preventing a situation where our response capabilities would be compromised.

With the closing of the Ontario Fire College, we are still looking for affordable ways of training our firefighters to the NFPA certification. We are training to the NFPA required level but getting the actual certification has proved to be logistically and financially difficult.

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 Safety Calendar. As in years previous, we hand delivered calendars to practically every home in our coverage area.

The Rosemont District Firefighters Association (RDFFA) has been very generous this past year with donations exceeding \$15,195.00. It is worth noting that in the last ten years, the RDFFA has raised over \$162,500.00 all of which has been donated to the Fire Department for the purchase of life saving equipment. Other beneficiaries of the community minded members of the RDFFD and RDFFA include but are not limited to Muscular Dystrophy Canada, Tim Hortons Camp Day, Camp Bucko, local food banks and hospitals. None of this would be possible of course without the generosity of the community.

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 reports content, please feel free to contact me.

Respectfully submitted,

Michael Blacklaws,
Fire Chief
Rosemont District Fire Department



Rosemont District Fire Department

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

Dear Members of the Rosemont District Fireboard,

It seems repetitive but it's proven time and time again that the members of The Rosemont District Fire Department (RDFD) are dedicated to the community and can adapt and overcome complex problems. This adaptability is seen when health protocols were put in place. It enabled members to stay safe and healthy throughout COVID, giving us the ability to continue our weekly training without an outbreak. In 2021, we returned to training on fundamental firefighting skills, allowing us to deliver the most proficient service to the community. This includes everything from medical treatment, MVCs, Fire behaviour and Fire suppression to Rescues.

As firefighters we always strive to learn new skills and tactics. In 2021, we were able to purchase new equipment with the help of the firefighter's association to build a cache of tools for what we call machine rescue. This would include situations such as farm equipment, factory machines or even a snowblower where a person is trapped in or under a piece of equipment. Like any organization with a vast range of personal skills and experiences we come together and make a strong team to learn from and perform any rescue necessary. With that accumulative knowledge we educate our members to understand the different uses of power tools and potential rescue situations that could occur in our district. This year we are planning on touring a few local farms and factories to see the potential risks and to understand the equipment within.

With a change in ownership at the Mansfield Outdoor Centre we are seeing more public activity there such as mountain biking. RDFD was able to access the centre to perform mock rescues in order to hone our skills and become better familiar with the trails and facilities. The firefighters were presented with the situation of a person injured on the trail. Upon making patient contact and finding that they had fallen down a ravine, the firefighters had to perform multiple skills including map reading, hiking a distance with medical equipment, providing trauma treatment, assembling a rope rescue system and communicating with the Ranger crew for the extraction of the patient to a waiting ambulance.

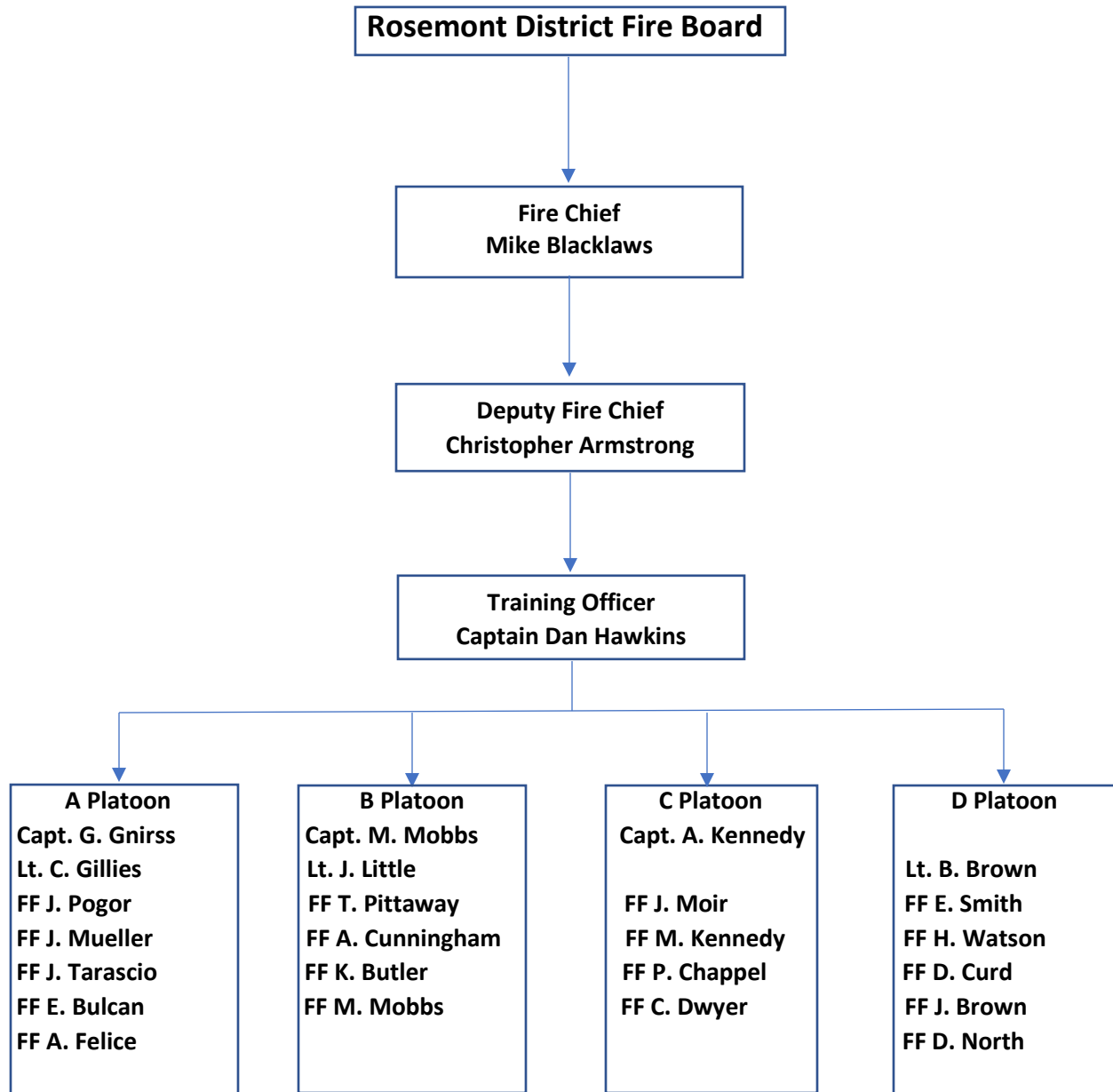
Firefighters are continually faced with new challenges. One challenge that isn't new but is becoming more prevalent is the presence of fully electric vehicles. These vehicles can provide obstacles relating to auto extrication and car fires. Using online resources and members knowledge, RDFD firefighters have learned new tactics to combat the challenges presented by these vehicles.

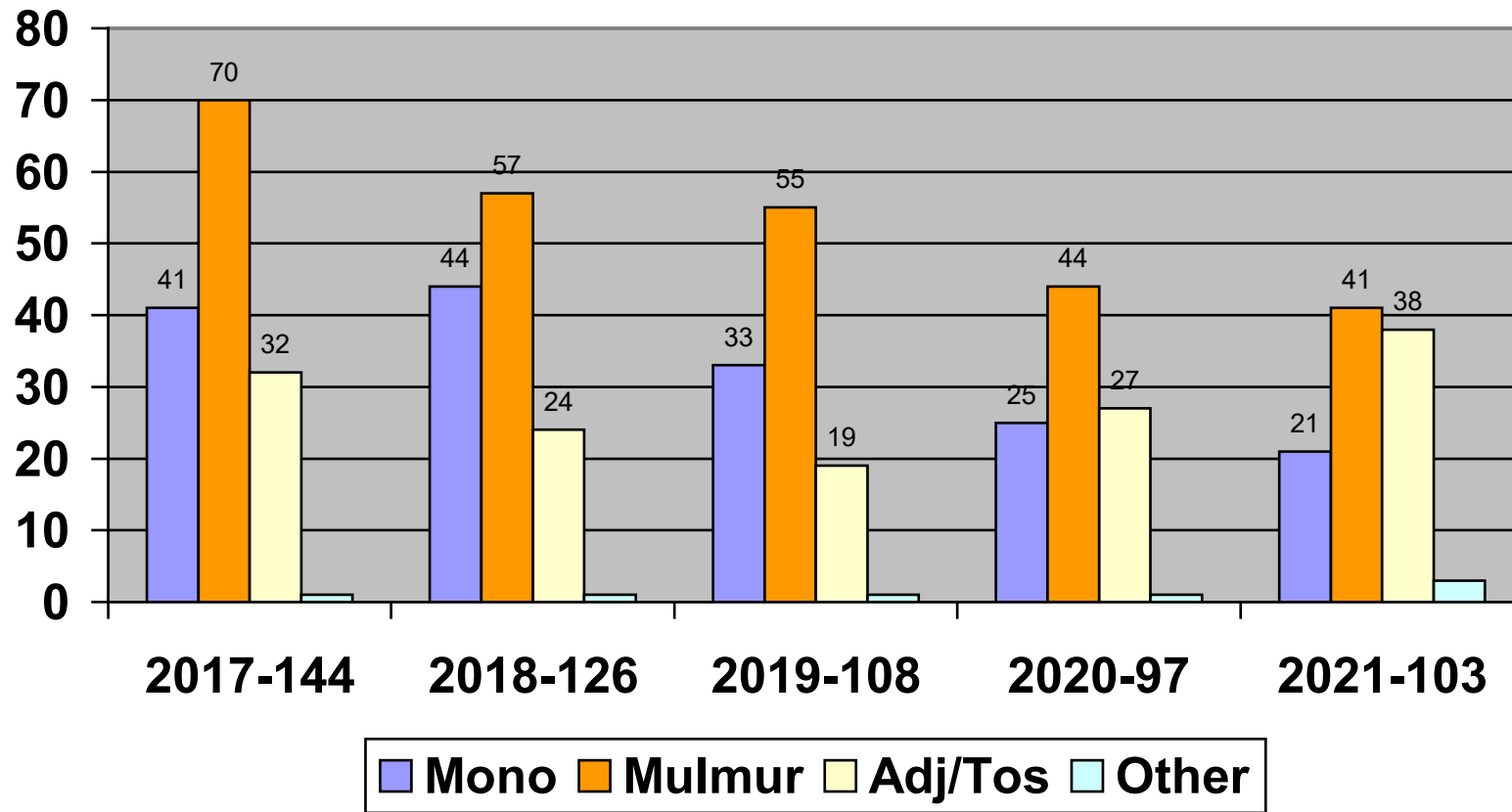
We are looking forward to getting the training building started to help close the gap created when the Ontario Fire College closed. This will greatly help RDFD members learn and perfect fundamental and advanced skills to protect the district and its visitors with the professional and courteous service they deserve.

Sincerely,

Daniel Hawkins Training Officer

**Rosemont District Fire Department
Organizational Chart 2021**





5 year comparison of number of responses by Town /Township

2021 EMERGENCY RESPONSES

Emergency responses for 2021 totaled 103. Shown below are the percentages and nature of these incidents.

Motor Vehicle Collisions (MVC's) – 28 (27.2%)

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 – 30 (29.1%)

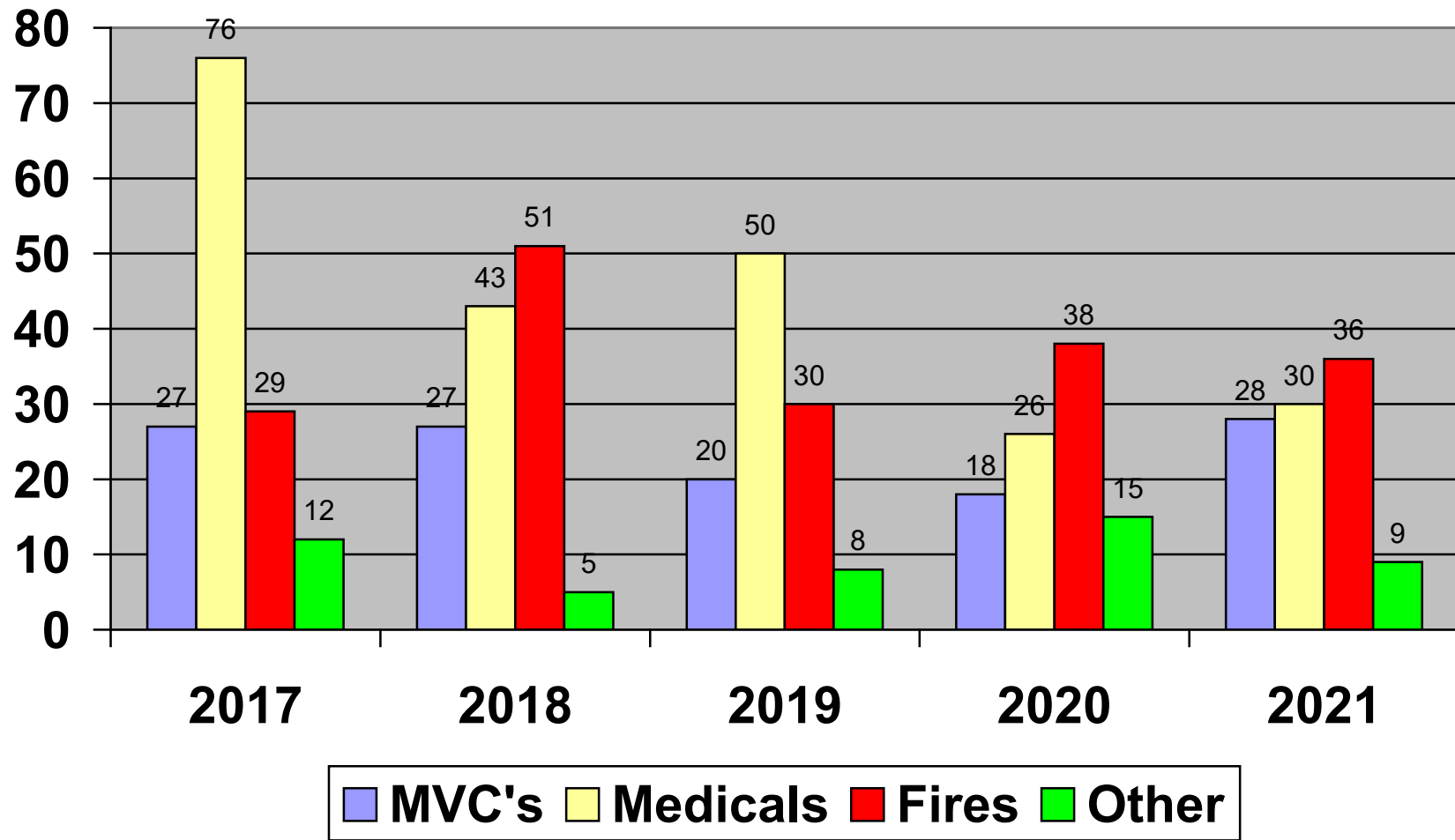
These are responses where we are required to attend because the patient usually presents conditions such as trouble breathing, possible heart attack or other life-threatening injury including home, farm or industrial accidents.

Fires – 36 (35%)

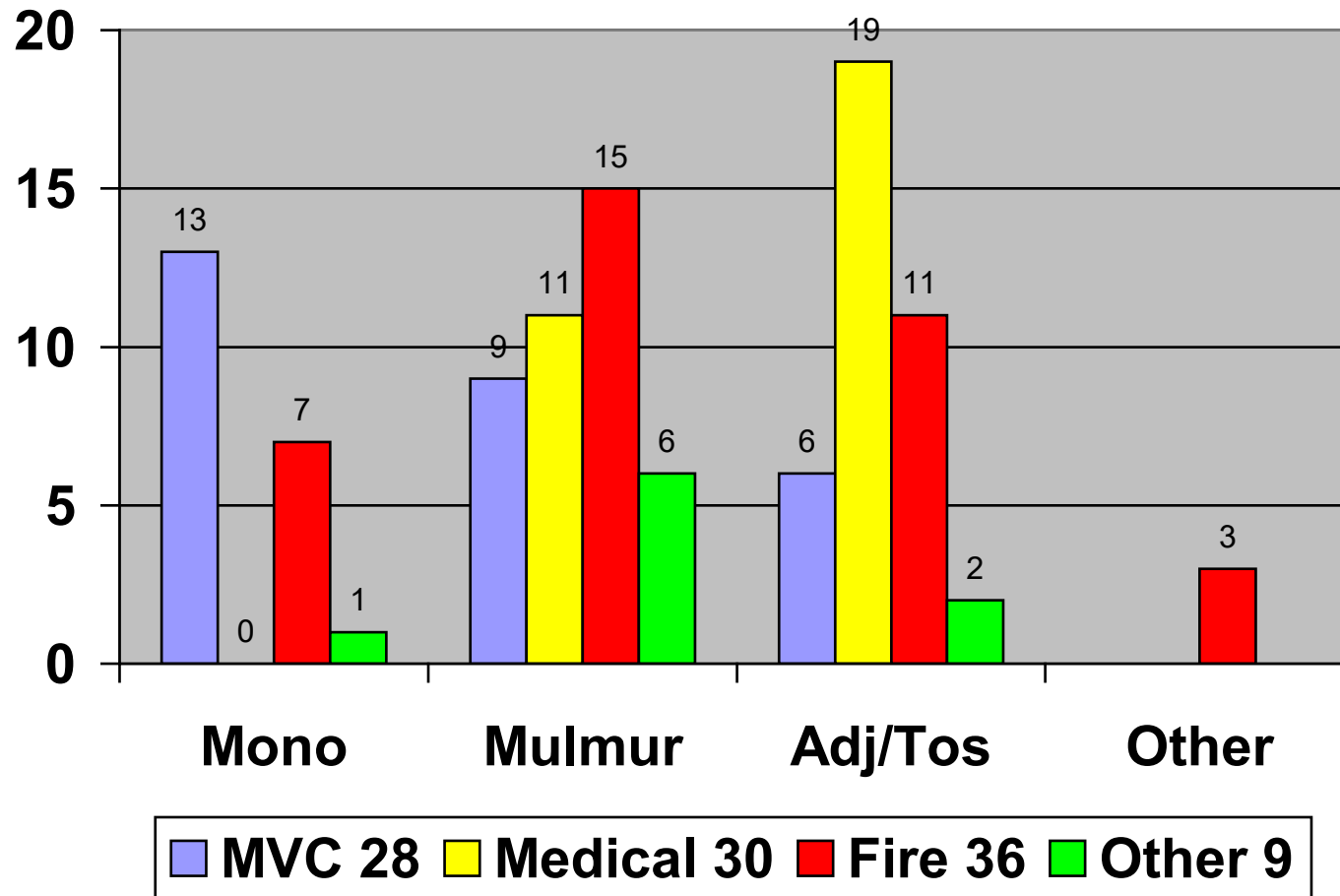
These responses are for fires or perceived situations that necessitated the response of all apparatus and available personnel to extinguish a fire that has or may result in property damage and/or threaten lives. These responses also include fire alarm activations and mutual aid/assist responses where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

Other – 9 (8.7%)

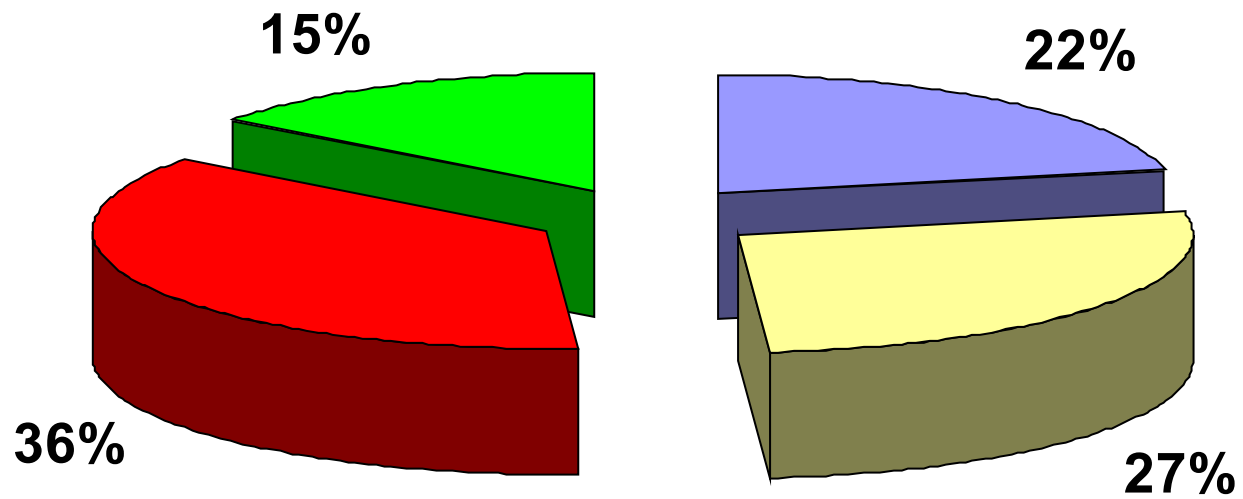
These will represent all calls that are not specifically listed above. These could include but not limited to, carbon monoxide investigations, burn complaints, public hazards (downed power lines), hazardous material incidents, and mutual aid calls where we are requested to provide stand-by coverage in 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

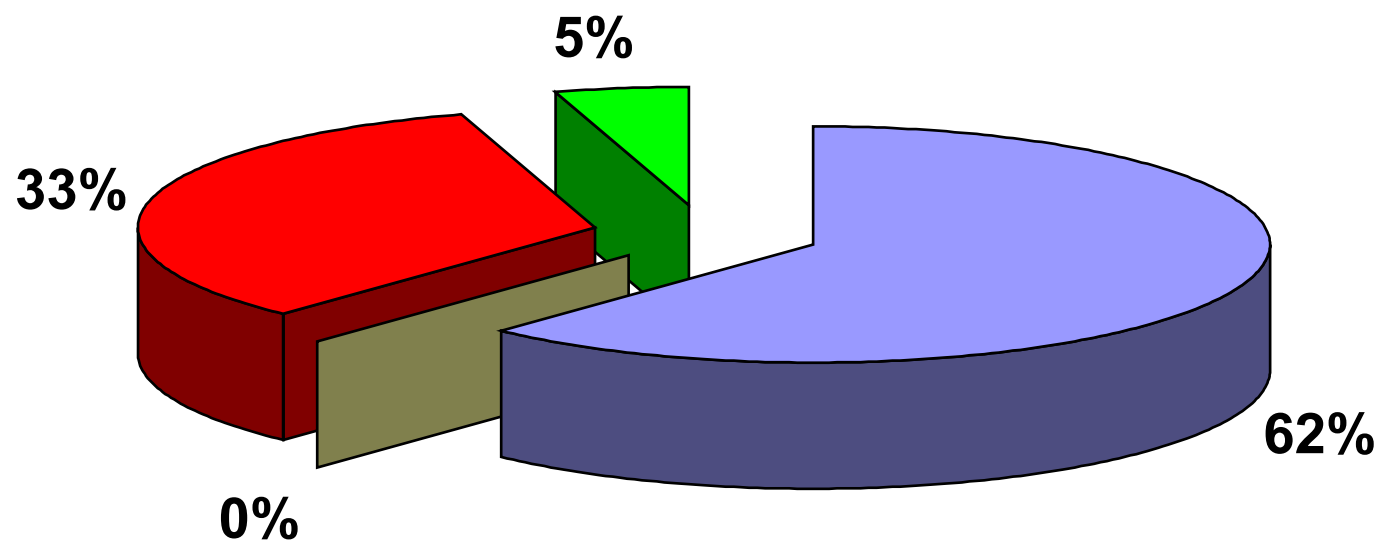


2021 Comparison of responses by type and Town/Township



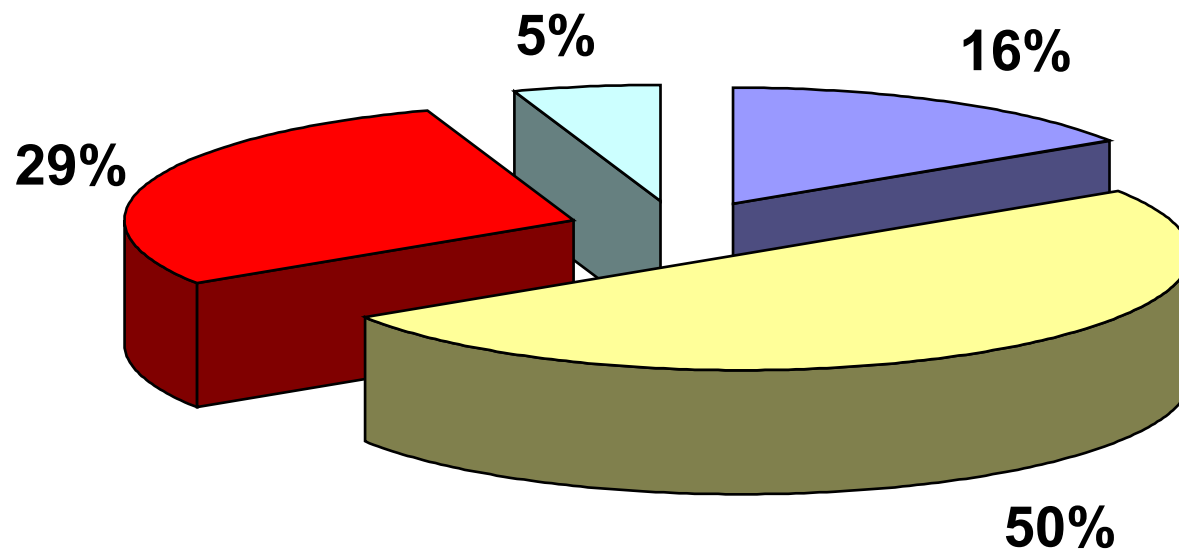
■ MVC's 9 ■ Medical 11 ■ Fires 15 ■ Other 6

2021 Responses for the Township of Mulmur Total 41



■ MVC's 13 ■ Medical 0 ■ Fires 7 ■ Other 1

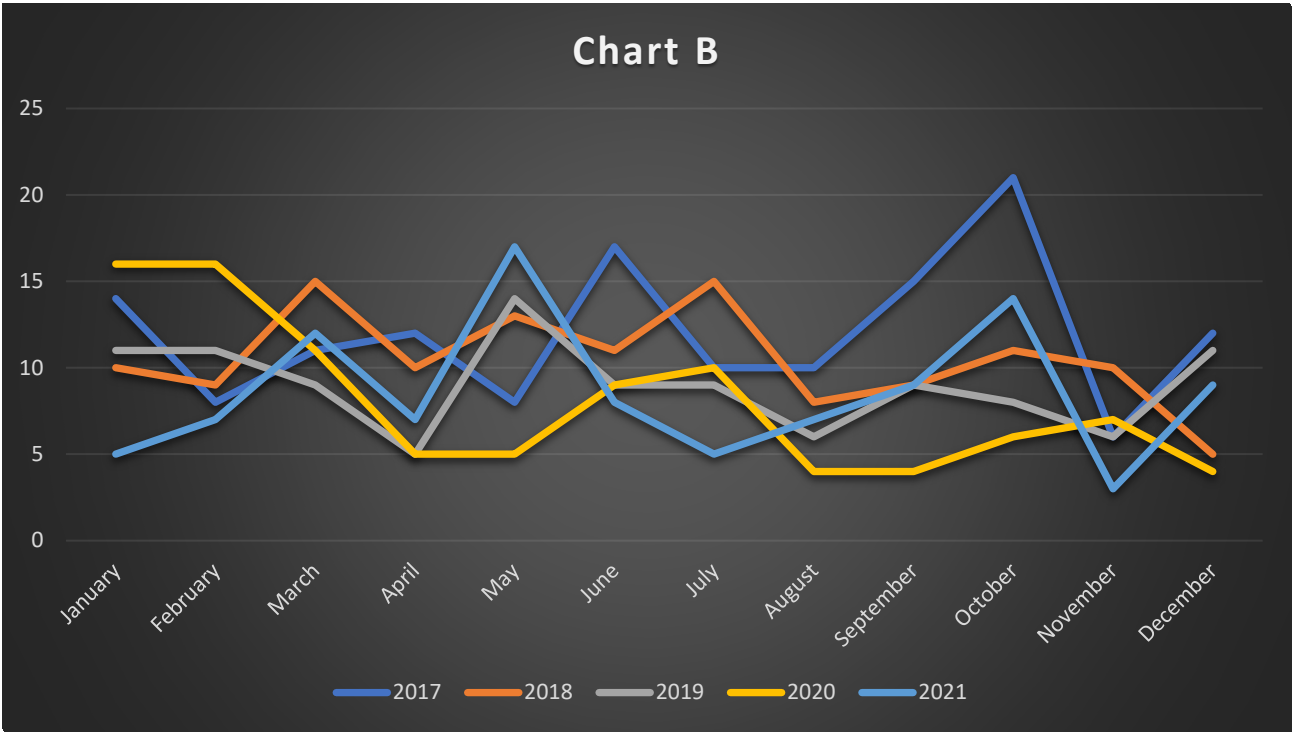
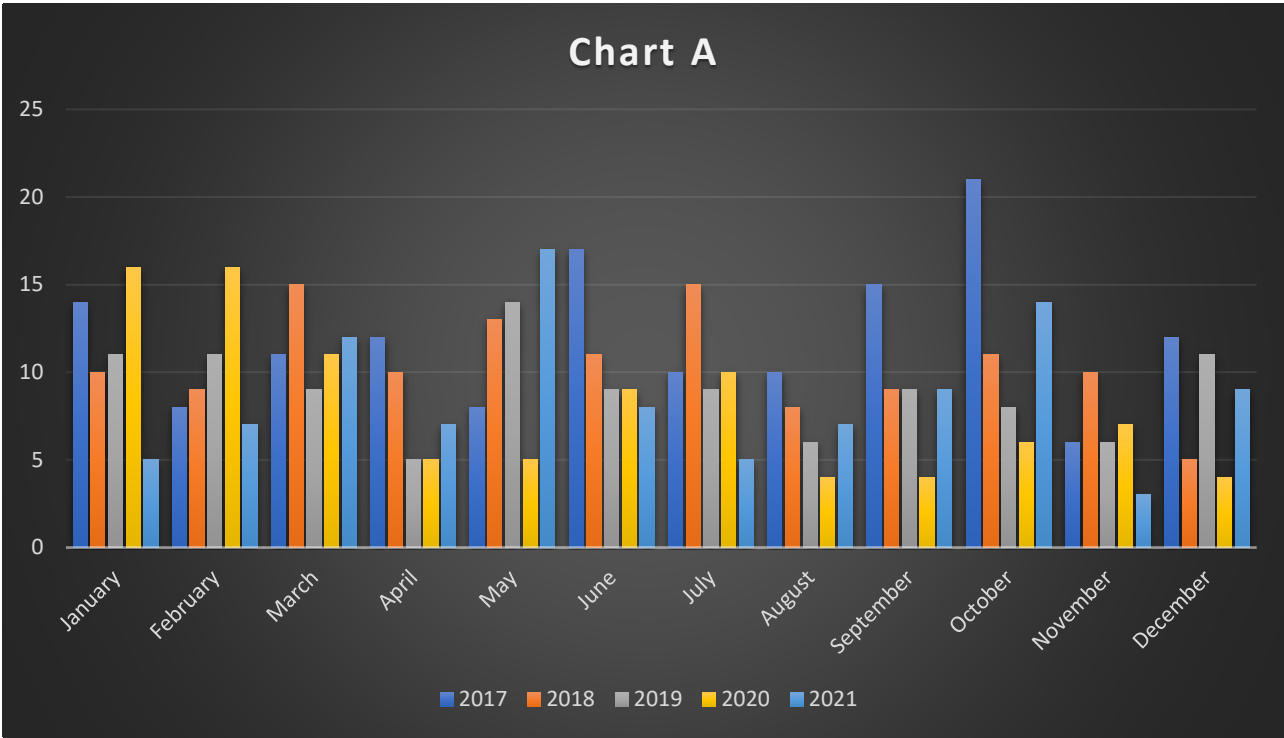
2021 Responses for Town of Mono Total 21



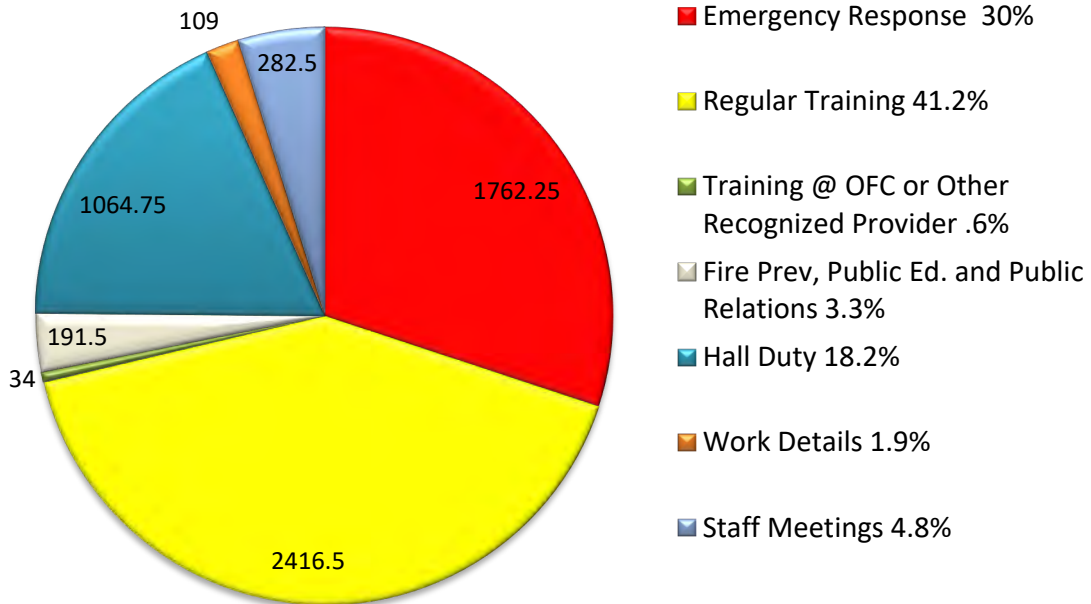
MVC's 6 Medical 19 Fires 11 Other 2

2021 Responses for the Township of Adjala/Tosorontio Total 38

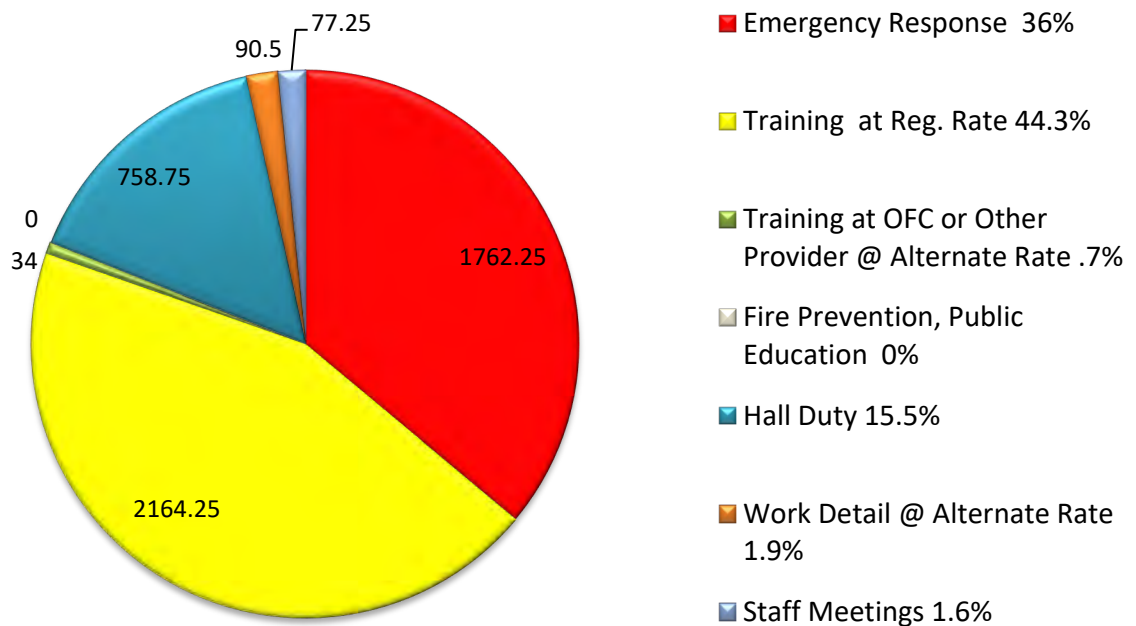
Emergency Responses By The Month

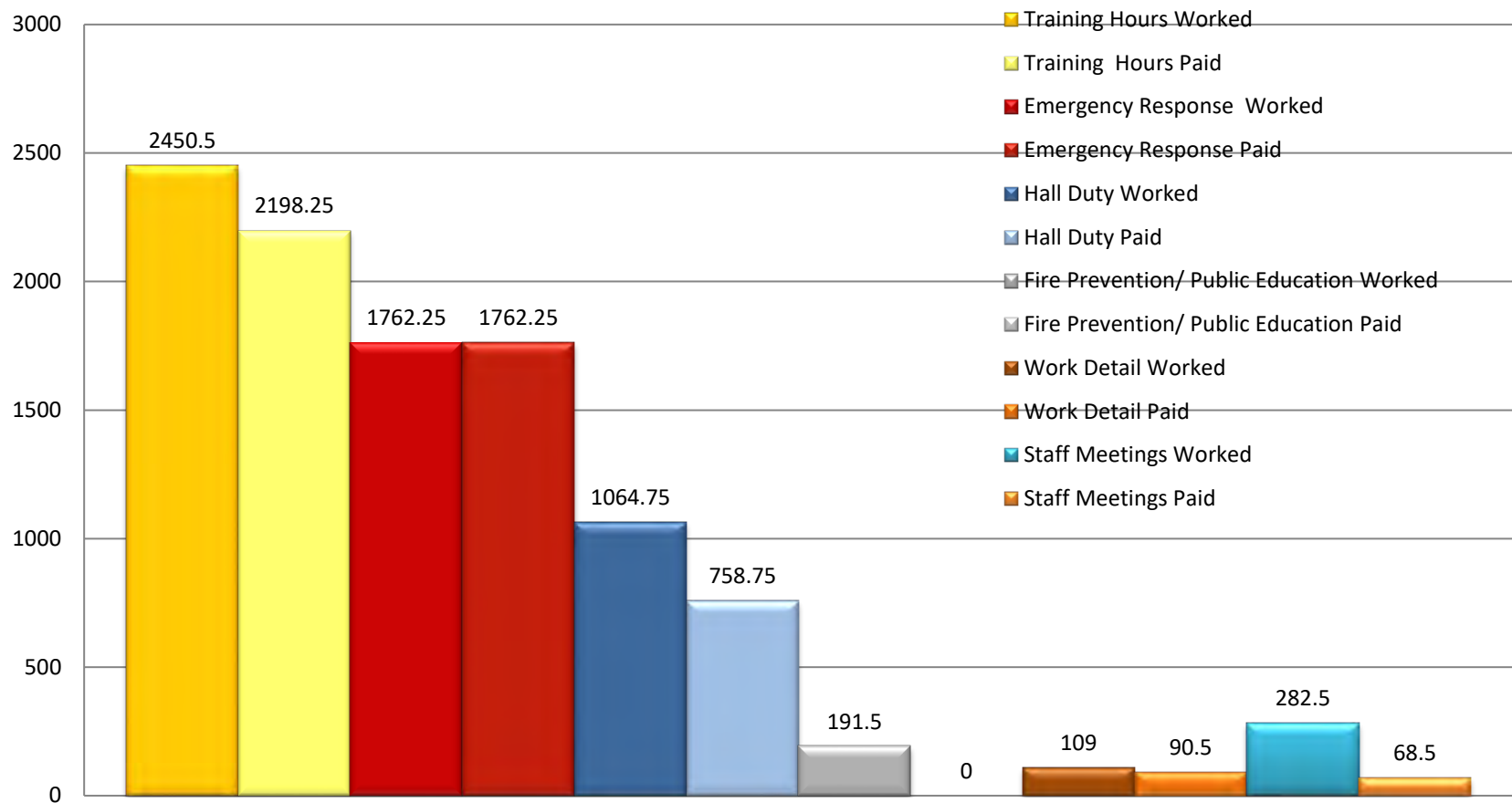


2021 Distribution of Recorded Hours



2021 Distribution of Salary Budget by Hours Compensated





**Hours Worked Versus
Hours Compensated
2021**

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin .	# of FF respd.	Notes
2021-001	01/02/21	Adj/Tos	Medical	13:05	13:13	13:14	13:15	13:21	13	Patient difficulty breathing, ERU on scene advised that RDFD could stand down.
2021-002	01/03/21	Adj/Tos	Medical	18:23	18:34	18:35	18:38	18:44	14	Patient with chest pains, RDFD assessed, provided report to Amb#3570 and cleared scene.
2021-003	01/06/21	Mulmur	Medical	19:05	19:08	19:13	19:13	20:03	11	Reported VSA, CPR and Airway management initiated by RDFD. Care assumed by Amb#2271, RDFD assisted for remainder of incident.
2021-004	01/15/21	Mulmur	Medical	23:15	23:22	23:24	23:27	23:31	8	Patient with chest pain, assessed by fire, RDFD cleared upon arrival of Amb#2272.
2021-005	01/26/21	Melanc	Mutual Aid	14:51	15:00	15:37	15:37	16:35	13	Mutual Aid for structure fire in Shelburne. P1 responded and assisted with overhaul.
2021-006	02/01/21	Mono	Fire Alarm	13:56	14:02	14:10	14:10	14:16	9	Monitored fire alarm activated by carpenters. RDFD investigated, left in care of contractor.
2021-007	02/04/21	Mono	MVC	16:31	16:38	16:53	16:53	16:54	14	Reported as vehicle into guardrail, cleared upon arrival by OPP.
2021-008	02/25/21	Mulmur	Medical	15:43	15:47	15:48	15:55	16:39	9	Patient reported as VSA, CPR and Airway management initiated by RDFD. Assisted Amb#2270 for remainder of incident.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin .	# of FF respd.	Notes
2021-009	02/16/21	Mono	MVC	07:18	07:30	07:35	07:35	08:07	11	Single vehicle rollover, blocking east bound lane. RDFD checked for injuries and provided traffic control.
2021-010	02/17/21	Mono	Fire Alarm	08:59	09:08	09:06	09:15	09:26	9	Monitored fire alarm activated by carpenters. RDFD investigated, left in care of contractor.
2021-011	02/25/21	Mulmur	Fire Alarm	16:59	n/a	17:04	n/a	17:08	11	Alarm activated by cooking activities, #309 on scene and investigated. Cleared responding apparatus.
2021-012	02/26/21	Mulmur	Medical	21:23	21:26	21:26	21:29	22:02	15	Reported VSA, RDFD arrived on scene and assessed. Patient left in care of Amb#2272 and OPP.
2021-013	03/01/21	Mulmur	Fire	00:14	00:19	00:21	00:21	01:45	18	Farm shed on fire, fully involved upon arrival and spreading to adjacent shed. Fire extinguished with assistance from MMFD.
2021-014	03/01/21	Adj/Tos	Medical	11:32	11:41	11:40	11:43	11:47	9	Patient short of breath, assessed by RDFD, cleared upon arrival of Amb#2270.
2021-015	03/01/21	Mono	MVC	14:23	14:35	14:34	14:37	14:50	14	Single vehicle rollover into ditch, RDFD assessed, no injuries, left in care of OPP.
2021-016	03/01/21	Mulmur	MVC	14:41	14:41	14:41	14:41	15:36	14	Jackknifed tractor trailer across County Rd 18 with leaking fuel tank.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2021-017	03/01/21	Mulmur	MVC	15:15	15:15	15:15	15:15	15:42	14	3 vehicle MVC, white out conditions. Vehicles struck school bus stopped due to road closure of incident 2021-016.
2021-018	03/16/21	Adj/Tos	Fire	10:27	10:35	10:38	10:38	10:48	8	Smoke from chimney mistaken for possible structure fire. RDFD investigated, all clear.
2021-019	03/20/21	Mulmur	Fire	14:45	14:52	14:51	14:56	15:17	25	Small grass fire with exposure to large pile of wood debris, extinguished by RDFD.
2021-020	03/20/21	Adj/Tos	Fire	18:08	18:16	18:37	18:37	18:39	14	Mutual aid to Adj/Tos Stn. 2 area for grass fire. Tanker 1 responded.
2021-021	03/22/21	Mulmur	Fire	16:17	16:17	16:24	16:25	17:13	15	Grass fire with exposure to propane tank. Fire extinguished by RDFD. Assisted by MMFD.
2021-022	03/25/21	Mulmur	Fire	15:10	15:11	15:11	15:11	16:43	6	Burn complaint called in to RDFD Car 1. Car 1 investigated, found fire unattended and requested SQ31 attend.
2021-023	03/25/21	Mulmur	Fire	16:41	16:43	16:55	16:55	17:13	10	Grass fire in MMFD area, mutual aid, C1 and T1 responded.
2021-024	03/31/21	Mono	MVC	21:47	21:54	21:55	22:03	21:47	15	Vehicle MVC, cleared upon arrival by OPP.
2021-025	04/05/21	Mulmur	MVC	16:27	16:29	16:32	16:33	17:06	16	2 vehicle MVC, no injuries, RDFD cleared by OPP.
2021-026	04/07/21	Mulmur	MVC	23:27	n/a	23:33	n/a	23:35	11	Cleared by OPP prior to responding from station.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2021-027	04/08/21	Adj/Tos	MVC	14:35	14:40	14:41	14:42	15:00	13	2 Vehicle MVC. RDFD assessed occupants and provided traffic control.
2021-028	04/10/21	Adj/Tos	Grass Fire	11:45	11:53	11:57	11:57	11:29	14	Grass fire extinguished by RDFD.
2021-029	04/18/21	Mulmur	Grass Fire	19:33	19:35	19:36	19:36	20:20	17	Grass/brush fire, extinguished by RDFD.
2021-030	04/25/21	Mono	MVC	11:02	11:10	11:08	11:12	11:49	17	2 vehicle MVC, one driver required extrication and medical care.
2021-031	04/28/21	Adj/Tos	Medical	05:09	05:17	05:20	05:21	05:48	10	Patient with difficulty breathing. RDFD assessed and provided care and assisted Amb#3580 with removing patient from home.
2021-032	05/02/21	Adj/Tos	Medical	14:48	14:51	14:56	14:58	15:18	15	Patient difficulty breathing, assessed and treated by RDFD.
2021-033	05/02/21	Adj/Tos	Medical	19:41	19:49	19:49	19:51	20:04	13	Patient difficulty breathing and chest pain, assessed and treated by RDFD.
2021-034	05/03/21	Adj/Tos	Medical	10:42	10:48	10:51	10:51	10:56	11	Cancelled upon arrival by Amb#3570.
2021-035	05/06/21	Adj/Tos	Medical	07:38	07:41	07:48	07:48	07:57	14	Patient difficulty breathing, assessed by RDFD, cleared upon arrival of Amb#3570.
2021-036	05/06/21	Adj/Tos	Medical	18:40	18:41	18:45	18:45	19:06	18	Patient LOC, assessed and treated by RDFD, assisted Amb#3390 with patient care and preparation for transport.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2021-037	05/08/21	Adj/Tos	Medical	16:21	16:28	16:30	16:31	16:52	9	Patient difficulty breathing, assessed by RDFD, cleared upon arrival of Amb#3570.
2021-038	05/12/21	Mono	Mutual Aid	12:56	13:01	13:49	13:49	15:34	14	Assisting SDFD with structure fire, Tanker 1 and Pumper 1 attended.
2021-039	05/12/21	Adj/Tos	MVC	17:46	17:53	17:49	17:58	18:36	13	2 vehicle MVC, RDFD assessed and treated patients, ambulance delayed. Controlled traffic.
2021-040	05/13/21	Mulmur	MVC	21:57	22:00	22:06	22:06	22:23	19	Vehicle off of roadway down steep embankment. RDFD assessed for injuries and provided traffic control.
2021-041	05/19/21	Mulmur	Mutual Aid	19:20	19:22	19:31	19:31	20:49	11	Assisting MMFD with chimney fire in large log home. Tanker 1 and Car 1 attended.
2021-042	05/21/21	Mono	MVC	16:59	17:00	17:01	17:07	17:40	12	2 vehicle MVC, RDFD assessed occupants of both vehicles, provided traffic control.
2021-043	05/22/21	Mulmur	Medical	12:57	12:58	13:01	13:01	13:36	16	Reported VSA, patient LOC upon arrival of C-1, RDFD assessed patient and provided care. Assisted Amb#2270.
2021-044	05/22/21	Mulmur	Medical	20:55	21:00	21:03	21:06	21:30	17	ATV left roadway, passenger thrown from vehicle, RDFD assessed and cared for patient.
2021-045	05/25/21	Mulmur	Medical	01:42	01:47	01:49	01:49	02:14	13	Patient VSA, RDFD assessed, no vitals. Presented with valid DNR, left in care of OPP.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2021-046	05/25/21	Adj/Tos	Medical	11:26	11:32	11:37	11:37	11:38	8	Cleared upon arrival by Amb#3570, RDFD not required.
2021-047	05/29/21	Mulmur	MVC	13:56	13:57	13:59	14:04	14:20	16	ATV accident, operator lost control and rolled vehicle, RDFD assessed and provided care.
2021-048	05/29/21	Mulmur	Medical	15:28	15:29	15:31	15:31	15:52	14	Youth injured playing basketball, RDFD assisted with moving patient from remote area to waiting Ambulance.
2021-049	06/02/21	Adj/Tos	Fire	13:55	13:56	13:59	13:59	14:35	9	Small grass fire extinguished by RDFD personnel.
2021-050	06/06/21	Adj/Tos	Medical	17:35	17:42	17:52	17:52	17:52	7	Cleared upon arrival by Amb#3580
2021-051	06/09/21	Mulmur	Medical	12:29	n/a	12:29	n/a	12:50	8	Patient developed difficulty breathing, believed to be bee sting or spider bite. RDFD personnel provided care until arrival of Amb#2257.
2021-052	06/11/21	Adj/Tos	Fire	17:20	17:27	17:31	17:31	18:12	12	Burn pile out of control, spread to trees. Extinguished by RDFD.
2021-053	06/12/21	Mono	MVC	09:26	09:30	09:33	09:33	10:12	14	2 vehicle MVC. RDFD assessed occupants and provided traffic control.
2021-054	06/20/21	Adj/Tos	MVC	21:01	21:08	21:08	21:10	21:56	18	Vehicle into ditch, RDFD assessed driver, no injuries.
2021-055	06/29/21	Mono	Rescue	13:36	13:45	14:10	14:10	14:17	8	Mutual aid assist to SDFD to remove patient from Mono Cliffs Park with Ranger 1.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2021-056	06/29/21	Adj/Tos	Mutual Aid	19:20	19:28	n/a	n/a	19:36	16	Mutual aid assist to Adj/Tos, cancelled while en-route.
2021-057	07/07/21	Adj/Tos	Medical	15:07	15:15	15:20	15:20	16:01	10	Reported as patient with difficulty breathing, VSA upon arrival, RDFD initiated CPR and Rescue Breathing. Assisted Amb#3570 with care and transport to ASMH.
2021-058	07/08/21	Adj/Tos	Fire	18:13	18:17	18:13	18:22	19:33	21	Large tree struck by lightning, on fire. Reported by RDFD #330. Extinguished by RDFD.
2021-059	07/23/21	Mulmur	MVC	01:28	01:32	01:34	01:34	02:06	14	Vehicle left roadway and struck a light pole, pole blocking County Rd 18. RDFD assessed driver, removed pole and provided scene control.
2021-060	07/23/21	Mono	MVC	17:17	17:25	17:30	17:30	17:49	9	Vehicle into guardrails, RDFD assessed occupants and scene. Provided traffic control at request of OPP.
2021-061	07/25/21	Mulmur	Fire Alarm	10:39	n/a	10:43	n/a	10:48	8	Monitored fire alarm activated, RDFD investigated, no problem found. System reset and left in care of homeowner.
2021-062	08/09/21	Adj/Tos	Medical	13:48	13:54	13:54	13:56	14:13	10	Patient in vehicle with chest pain, assessed by RDFD, provided report to Amb#3580.
2021-063	08/20/21	Essa	Mutual Aid	21:08	21:15	21:29	21:29	02:25	14	Mutual aid request to Essa to assist with hay bales on fire.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2021-064	08/21/21	Essa	Mutual Aid	07:07	07:21	07:38	07:38	11:51	11	Mutual Aid Tanker to assist with fire in large hay bales.
2021-065	08/21/21	Adj/Tos	Mutual Aid	07:09	07:22	07:31	07:32	12:44	11	Mutual aid, P-1 to fill in at Everett station to operate fill location for tanker shuttle for Incident #2021-064
2021-066	08/27/21	Mulmur	Fuel Leak	19:08	19:12	19:16	19:21	19:42	8	Vehicle leaking fuel, driver called for tow but tow would not pick up until fuel leak was controlled. RDFD investigated and determined that leak only occurred when ignition was turned on (electric fuel pump).
2021-067	08/29/21	Adj/Tos	Medical	01:08	n/a	01:17	n/a	01:08	10	Reported as chest pains, RDFD 303 responded direct, Amb#3570 cancelled R-1 and SQ31 prior to their arrival.
2021-068	08/31/21	Mulmur	Fire Alarm	19:11	19:18	19:17	19:19	19:19	12	Film crew accidentally activated monitored alarm. RDFD investigated and found no cause, alarm restored.
2021-069	09/01/21	Mono	Fire Alarm	03:04	03:12	03:16	03:18	03:25	13	Monitored alarm activated, RDFD 301 and 326 investigated and found no cause. Alarm had reset prior to RDFD arrival.
2021-070	09/04/21	Adj/Tos	Medical	13:43	13:51	13:54	13:57	14:09	9	Rider bucked from horse, possible shoulder injury. RDFD assessed patient and provided care.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2021-071	09/11/21	Adj/Tos	Medical	13:25	13:31	13:24	13:36	13:42	12	Reported as person unconscious, patient conscious upon arrival of RDFD. RDFD assessed patient and provided care until cleared by Amb#3370.
2021-072	09/12/21	Mulmur	Fire	14:39	14:46	14:48	14:52	18:21	17	Fire in kitchen of home. Extinguished by RDFD personnel. Mutual aid requested from Adjala Tosorontio and Shelburne Fire Departments.
2021-073	09/15/21	Mulmur	Medical	11:51	11:53	11:59	11:59	12:33	9	Patient had fallen down stairs, dizzy and vomiting, RDFD assessed and provided care until cleared by Amb#3399.
2021-074	09/15/21	Mono	Mutual Aid	17:35	17:40	n/a	n/a	17:45	8	Mutual aid Tanker request to assist Shelburne fire with vehicle fire (SDFD tanker out of service). Tanker 1 stood down prior to arrival.
2021-075	09/18/21	Mono	MVC	00:33	00:40	00:44	00:45	00:58	11	Single vehicle roll over, driver out upon arrival. RDFD assessed driver for injuries and vehicle for hazards.
2021-076	09/23/21	Mono	MVC	21:56	22:01	n/a	n/a	22:10	17	Reported as an MVC, driver with chest pains. Updated that call was at Dufferin County Rd 18 and 7 th of Mono which is in the Caledon Fire area. RDFD stood down.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2021-077	09/27/21	Mono	MVC	21:36	21:45	21:47	21:49	22:05	17	Vehicle on its side in the ditch, driver out upon arrival of RDFD. Driver assessed and vehicle checked for hazards, RDFD provided traffic control at scene.
2021-078	10/02/21	Mono	MVC	10:31	10:33	10:41	10:41	12:10	14	2 vehicle MVC, one occupant required extrication and airlift to trauma centre. RDFD assessed and provided care to additional occupants.
2021-079	10/08/21	Mulmur	Fuel Leak	20:04	20:06	20:09	20:09	21:02	10	Motorhome leaking diesel fuel. RDFD was able to stop leak and left in care of vehicle owner.
2021-080	10/10/21	Mono	Mutual Aid	12:29	12:36	12:49	12:49	13:35	12	Mutual Aid with SDFD to assist with removing injured child from Mono Cliffs Park. Ranger 1 deployed.
2021-081	10/13/21	Mulmur	Fire Alarm	13:09	13:11	13:17	13:17	13:41	6	Monitored fire alarm activated. RDFD investigated and found no reason for the alarm. Alarm reset.
2021-082	10/14/21	Adj/Tos	Burn Comp.	14:09	14:09	14:13	14:13	14:48	9	Reported to burning outside the requirements of the Adj/Tos burn bylaw. RDFD investigated and all appeared to be in order.
2021-083	10/15/21	Mulmur	Fire Alarm	09:41	09:43	09:44	09:55	10:09	8	Fire alarm activated, RDFD investigated, believed to have been caused by power outage.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2021-084	10/20/21	Mulmur	Fire	18:16	18:21	18:20	18:28	18:47	11	Fire in oven, out upon arrival of RDFD, investigated for fire extension. Left in care of home owner.
2021-085	10/21/21	Mulmur	CO Alarm	18:26	18:28	18:30	18:37	19:07	21	Monitored CO alarm activated. RDFD investigated with Multi Gas Metre, 0ppm, left in care of homeowner who is to contact alarm company.
2021-086	10/24/21	Mulmur	Gas Leak	16:59	17:00	17:05	17:05	17:26	11	Occupant unable to shut off 20lb propane tank supplying a portable fire pit. RDFD 301 and 323 were able to close the valve on the tank and removed the hazard.
2021-087	10/26/21	Adj/Tos	MVC	12:13	12:21	12:23	12:25	12:33	13	Single vehicle into ditch, occupant in care of EMS upon arrival of RDFD, RDFD stoodby until arrival of OPP.
2021-088	10/26/21	Adj/Tos	Medical	13:55	13:59	14:01	14:03	14:10	9	Patient difficulty breathing, RDFD on scene same time as ERU, advised to standby, cleared by Amb#3570
2021-089	10/29/21	Mulmur	Fire	12:02	12:09	12:13	12:14	12:53	8	Fire in dash and seat area of delivery van. Extinguished by RDFD.
2021-090	10/29/21	Adj/Tos	Medical	13:28	13:30	13:34	13:34	13:44	6	Patient difficulty breathing, assessed by RDFD and provided care.

Incident #	Date	Mun.	Call Type	Time of Alarm	1 st Unit respond	1 st FF on scene	1 st Vehicle on scene	Call Termin	# of FF respd.	Notes
2021-091	10/29/21	Adj/Tos	Wires Down	16:45	16:52	16:54	16:54	17:29	11	School bus rolled down hill and struck hydro pole breaking wire. RDFD secured scene and assisted driver with exiting the vehicle. Left in care of Hydro 1.
2021-092	11/07/21	Mono	Fire	11:30	11:37	11:36	11:45	11:53	12	Lawn tractor fire with exposure to forest. Extinguished prior to our arrival.
2021-093	11/08/21	Mulmur	Medical	15:10	15:18	15:19	15:19	15:45	7	Requested to assist EMS with entry into home where door was locked to allow access to patient.
2021-094	11/22/21	Adj/Tos	MVC	20:20	20:28	20:46	20:46	21:12	13	Vehicle off of roadway on steep hill, very poor road conditions. RDFD assessed occupants and assisted them exiting the vehicle.
2021-095	12/05/21	Adj/Tos	Fire	12:44	12:49	12:50	12:51	12:58	13	Smoke coming from chimney mistaken for structure fire. RDFD investigated.
2021-096	12/06/21	Adj/Tos	Fire	19:02	19:12	19:11	19:19	20:17	14	Reported chimney fire, fire out upon arrival. RDFD investigated for fire extension and ventilated home.
2021-097	12/13/21	Adj/Tos	MVC	14:12	14:19	14:22	14:22	14:50	7	2 vehicle MVC, RDFD assessed and extricated driver of one vehicle, driver of other vehicle uninjured.
2021-098	12/16/21	Mulmur	Wires Down	09:26	09:35	09:49	09:49	09:56	6	Reported as tree in contact with hydro lines, RDFD investigated and secured scene.

[illegible]



Mulmur-Melancthon 2021 Year end Report

Prepared by:

Mathew Waterfield

Fire Chief

Members of the Fire Board, I am pleased to present the 2021-year end report for the Mulmur-Melancthon Fire Department.

This past year saw many challenges, including operating during a pandemic along with several lockdowns which effected our day-to-day operations. Following guidelines from our local public health department involved several adjustments to our operating procedures, but the members of this department maintained a high level of training and response to emergencies when required and I am extremely proud of their actions over this past year.

Highlights of 2021

We responded to 71 calls for service in 2021 which was down 10% from 2020. The ongoing COVID restrictions and lockdowns played a roll in the lower call volume this year. Firefighters spent over 1650 hours training this year along with several specialized Ontario Fire College courses.

In February, we welcomed 5 new recruits to the department. They have been diligently training to become qualified fire fighters and valuable members to our department.

As the result of an ice storm in 2016, the communication tower at the fire hall was damaged beyond repair and some of our critical infrastructure was moved off site. In 2020 Vianet Internet completed a 120-foot tower at the rear of the fire hall to provide internet services to the area. This year we obtained a grant from the Municipal Emergency Readiness Fund through Dufferin County, which assisted us to begin the process of moving that infrastructure back to the fire hall where it will better serve our needs for emergency communications in the future. I am very happy to say that it seems we have all the issues resolved and this project will be completed early in 2022.

Looking forward to 2022

In 2022, we will be streamlining our training program to prepare our members for the upcoming mandatory certification that is being introduced by the Ontario Fire Marshalls Office. We will also be looking forward to being able to attend community functions to promote Fire Safety and Fire Prevention to our residents, something that we haven't been able to do in almost 2 years due to COVID.

Mathew Waterfield

Fire Chief

Mulmur Melancthon Fire Department

Call # 21-	Date	Township	Type	Time	Personnel	Minutes
01	Jan 3	Mulmur	Medical	0859	10	60
02	Jan 19	Mulmur	Medical	1221	2	28
03	Jan 19	Mulmur	Trail Rescue	1629	4	120
04	Jan 26	Shelburne	Mutual Aid	1449	8	120
05	Jan 31	Melancthon	Mutual Aid	1152	7	270
06	Feb 8	Mulmur	Fire Alarm	1107	6	60
07	Feb 10	Mulmur	MVC	2308	10	6
08	Feb 17	Mulmur	Mutual Aid	0956	3	60
09	Feb 20	Mulmur	Fire Alarm	0942	4	60
10	Mar 1	Mulmur	Mutual Aid	0007	12	90
11	Mar 1	Melancthon	MVC	1304	4	60
12	Mar 1	Melancthon	MVC	1326	4	30
13	Mar 1	Melancthon	MVC	1438	4	60
14	Mar 11	Mulmur	Power Lines/Fire	1438	4	60
15	Mar 21	Mulmur	Grass Fire	2313	14	120
16	Mar 22	Mulmur	MVC	1003	3	60
17	Mar 22	Mulmur	Grass Fire	1610	12	90
18	Mar 25	Mulmur	Grass Fire	1635	15	195
19	Mar 27	Melancthon	Power Lines/Fire	2126	9	60
20	Apr 3	Mulmur	Mutual Aid	1426	9	105
21	Apr 4	Mulmur	Grass Fire	1454	15	215
22	Apr 5	Mulmur	Medical	2113	11	45
23	Apr 18	Mulmur	Medical/Trauma	1228	14	60
24	Apr 25	Mulmur	Power Lines/Fire	1519	9	135
25	Apr 25	Mulmur	Structure Fire	2206	13	90
26	May 1	Mulmur	MVC	1204	12	60
27	May 9	Mulmur	MVC	1416	10	90
28	May 12	Mono	Mutual Aid	1313	2	120
29	May 16	Mulmur	MVC	1258	8	60
30	May 17	Mulmur	Fire Alarm	1512	4	75
31	May 19	Mulmur	Chimney Fire	1912	13	180
32	Jun 4	Mulmur	MVC	0901	7	90
33	Jun 6	Mulmur	MVC	1330	11	90
34	Jun 7	Mulmur	Fire Alarm	1735	10	60
35	Jun 9	Mulmur	MVC	1621	8	75
36	Jul 5	Mulmur	Vehicle Fire	1957	16	105
37	Jul 10	Mulmur	Fire Alarm	0940	4	90
38	Jul 20	Mulmur	MVC	1717	7	120
39	Jul 20	Mulmur	Medical/VSA	2142	9	
40	Jul 30	Mulmur	Fire Alarm	1631	4	60
41	Aug 7	Mulmur	Fire Alarm	0814	6	60
42	Aug 10	Melancthon	Burn Complaint	1556	4	60
43	Aug 15	Melancthon	MVC	1724	12	60

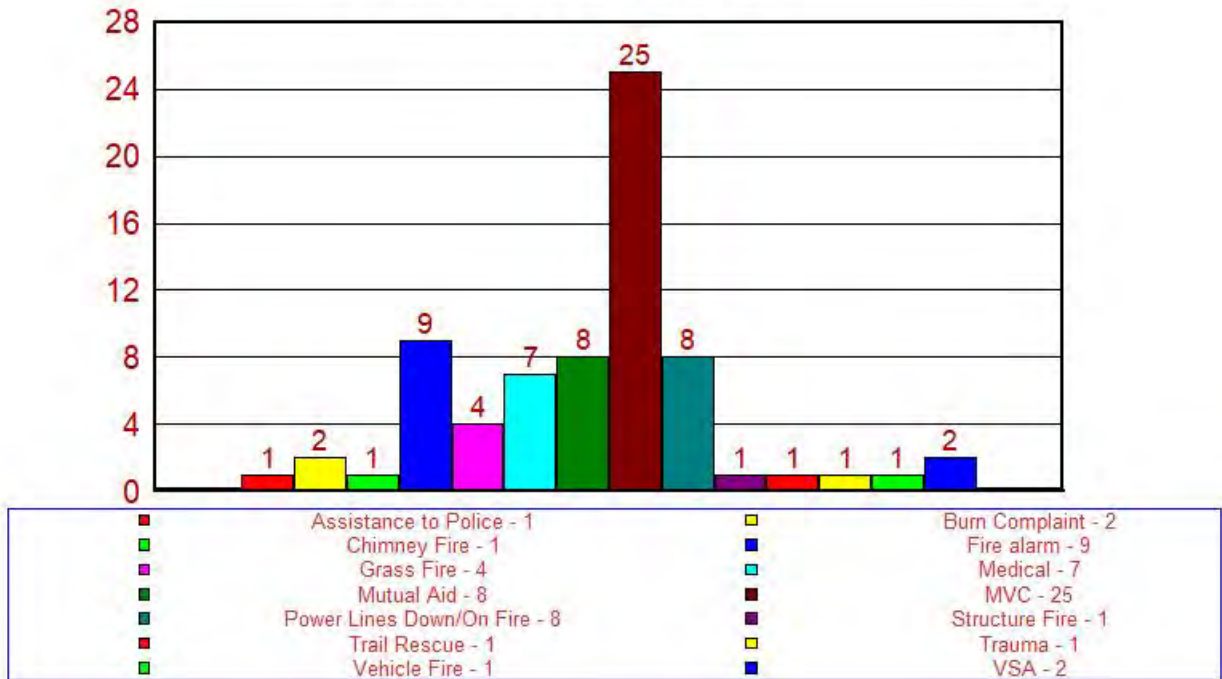
44	Aug 17	Melancthon	Mutual Aid	1851	3	240
45	Aug 19	Mulmur	MVC	2000	9	210
46	Aug 24	Melancthon	Medical	1517	4	60
47	Aug 26	Mulmur	Fire Alarm	0338	7	120
48	Aug 28	Mulmur	MVC	1044	7	90
49	Sep 7	Mulmur	MVC	1724	10	60
50	Sep 11	Mulmur	Power Lines/Fire	1439	3	90
51	Sep 18	Mulmur	MVC	1240	9	60
52	Sep 18	Mulmur	MVC	1555	6	75
53	Sep 19	Melancthon	MVC	1342	9	75
54	Sep 22	Mulmur	Medical/VSA	0759	6	75
55	Oct 3	Mulmur	MVC	2157	8	75
56	Oct 17	Mulmur	MVC	1254	10	90
57	Oct 20	Mulmur	MVC	1859	14	105
58	Oct 23	Melancthon	Burn Complaint	2054	11	75
59	Nov 11	Mulmur	MVC	0139	10	120
60	Nov 11	Mulmur	Police Assist	0730	1	0
61	Nov 18	Melancthon	Mutual Aid	0445	2	60
62	Nov 25	Mulmur	Medical	1243	1	1
63	Dec 1	Mulmur	Medical	1705	6	120
64	Dec 6	Mulmur	Power Lines/Fire	1531	4	75
65	Dec 7	Mulmur	MVC	1339	4	255
66	Dec 11	Melancthon	MVC	1558	10	270
67	Dec 11	Mulmur	Power Lines/Fire	1602	2	90
68	Dec 16	Mulmur	Power Lines/Fire	0910	5	60
69	Dec 16	Mulmur	Power Lines/Fire	2127	8	90
70	Dec 21	Mulmur	Medical	0552	5	60
71	Dec 31	Mulmur	Fire Alarm	2046	3	60

Call Totals Per Month	Call Totals Per Month
Jan- 5	July- 5
Feb- 4	Aug- 8
Mar- 9	Sep- 6
April- 6	Oct- 4
May- 6	Nov- 4
June- 5	Dec- 9

Summary	Call Total
Mulmur	53
Melancthon	10
Mutual Aid	8

Totals by Type

From Jan 1 21 to Dec 31 21



Apparatus	Number of Calls	Total Hours
Squad 44	58	89hrs 10mins
Pumper 41	25	41hrs 25mins
Tanker 43	20	44hrs 63mins
Rescue 42	27	43hrs 19mins

Solicitor General

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132-2021-2894

By email

July 8, 2021

Dear Heads of Council:

With warmer weather underway, it is important to ensure pets across the province remain safe, cool and comfortable. The Ontario government is strongly urging everyone to take the necessary precautions to keep their pets safe and protected during the hot summer months including making sure that pets are not left unattended in a vehicle.

Temperatures inside a vehicle can quickly become much hotter than the temperature outside. The most dramatic rise in temperature occurs within the first 10 minutes that a vehicle is idle. Even at an outdoor temperature of only 25°C, the inside temperature of a car can reach 34°C in as little as 10 minutes and up to 50°C by the time an hour has passed. Pets can be put at risk of serious illness and possibly death as a result of being left in a vehicle during hot weather. If an individual sees an animal in a hot car in distress and is concerned the animal's life is in danger, they should call 911 immediately as it is an emergency. Members of the public are not encouraged to enter a vehicle in these situations.

Pursuant to the *Provincial Animal Welfare Services Act, 2019*, police officers, First Nations Constables, and animal welfare inspectors may enter motor vehicles to remove animals in critical distress. Police officers commonly provide primary response to 911 calls for service across the province related to animals left in motor vehicles.

In addition, the *Fire Protection and Prevention Act, 1997*, provides authority for firefighters to enter motor vehicles to rescue and remove animals in distress, noting that municipal councils set the levels of fire protection services which may include the rescue of animals in motor vehicles.

To support firefighters in exercising this rescue function, the Ministry of the Solicitor General, through the Office of the Fire Marshal, has issued the attached Fire Marshal's Communiqué which provides information about a new, voluntary training e-module available to firefighters. This additional resource may assist fire services to effectively respond to animals left in hot or cold motor vehicles to best safeguard animal welfare.

Where appropriate, municipal councils, through their fire departments, may wish to work with and share this information with local communications and dispatch personnel to support effective dispatch of 911 calls for service related to animals left in hot or cold motor vehicles.

I appreciate your continued partnership to help protect animals in Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sylvia Jones', with a stylized, cursive script.

Sylvia Jones
Solicitor General

Enclosure

c: Chief Administrative Officers
Municipal Clerks



OPERATING FINANCIAL UPDATE 2022 (JAN - JUN)

	2022 YTD Actual	2022 YTD Budget	Variance
<u>REVENUES</u>			
TAXATION	2,208,523	2,127,441	81,082
SUPPLEMENTARY TAXES (NET OF WRITE-OFFS)	7,728	(10,000)	17,728
OPERATING (EXCLUDING WATER)	169,468	162,611	6,857
PAYMENTS IN LIEU OF TAXES ¹	-	37,026	(37,026)
GRANTS ²	123,089	139,890	(16,801)
TRANSFER FROM RESERVES	56,872	58,372	(1,500)
TRANSFER FROM TAX RATE STABILIZATION	35,000	35,000	(0)
<u>TOTAL REVENUES TO GENERAL LEVY</u>	<u>2,600,680</u>	<u>2,550,340</u>	<u>50,340</u>
<u>EXPENDITURES</u>			
OPERATING (EXCLUDING WATER)	1,943,997	2,029,891	(85,893)
TRANSFER TO RESERVES	333,439	501,758	(168,319)
<u>TOTAL EXPENDITURES FROM GENERAL LEVY</u>	<u>2,277,436</u>	<u>2,531,649</u>	<u>(254,213)</u>
NET SURPLUS	<u>323,244</u>	<u>18,691</u>	

NOTES:

1 Payments in Lieu will calculate in July with final tax billing.

2 Grants received to date: OMPF \$122,600, Prisoner Transport \$489



OPERATING FINANCIAL UPDATE 2022 (JAN - JUN)

	2022 YTD Actual	2022 YTD Budget	Variance
<u>GENERAL GOVERNMENT</u>			
<u>REVENUE</u>			
Penalties & Interest Revenue	(49,587)	(52,500)	2,913
User Fees & Service Charges	(25,204)	(23,855)	(1,348)
Administration Building Solar Panel Revenue	(5,075)	(6,375)	1,300
	(79,866)	(82,730)	2,865
<u>EXPENSES</u>			
Council	44,068	47,852	(3,784)
Administration Overhead ¹	315,095	370,478	(55,384)
Professional and Consulting Fees ²	31,061	18,339	12,722
IT Services and Supplies	24,177	20,468	3,710
Insurance	24,816	20,000	4,816
Long Term Debt - Admin Bldg	9,420	9,332	88
	448,638	486,470	(37,832)
<u>PROTECTIVE SERVICES</u>			
<u>REVENUE</u>			
Police Revenues	(13,484)	(7,400)	(6,084)
Protective Inspection & Control Revenue ³	(22,674)	(14,560)	(8,114)
	(36,158)	(21,960)	(14,198)
<u>EXPENSES</u>			
Fire Services	237,833	244,379	(6,546)
Police Service Expenses	270,367	274,261	(3,894)
Conservation Authority Levy	22,650	22,651	(0)
Protective Inspection and Control Expenses ⁴	2,423	11,750	(9,327)
	533,274	553,040	(19,766)
<u>TRANSPORTATION SERVICES</u>			
<u>REVENUE</u>			
Public Works Fees & Service Charges	(2,212)	(2,350)	138
Aggregate Fees and Revenue	(4,252)	(2,781)	(1,471)
Public Works Solar Panel Revenue	(10,150)	(12,750)	2,600
	(16,614)	(17,881)	1,267
<u>EXPENSES</u>			
Public Works Administration	238,962	235,954	3,008
Public Works Operating Expenses ⁵	339,185	353,833	(14,648)
Public Works Equipment Expenses ⁶	49,053	69,225	(20,172)
Bridge and Culvert Expenses	2,178	2,500	(322)
Winter Control Expenses ⁷	205,900	177,106	28,794
Street Lighting Operating Expenses	6,304	8,000	(1,696)
Aggregate Expenses ⁸	12,527	20,998	(8,471)
Long Term Debt - Bridges	21,799	22,758	(959)
	875,907	890,374	(14,467)



OPERATING FINANCIAL UPDATE 2022 (JAN - JUN)

	2022 YTD Actual	2022 YTD Budget	Variance
<u>RECREATION AND CULTURAL SERVICES</u>			
<u>REVENUE</u>			
Parks & Facility User Fees and Charges	(1,680)	(2,015)	335
Cultural Services Revenue	-	(1,000)	1,000
	(1,680)	(3,014)	1,334
<u>EXPENSES</u>			
NDCC Operation Expenses	29,126	30,975	(1,849)
Parks & Facilities Administration	5,114	1,582	3,533
Parks & Facilities Operating Expenses	9,786	12,242	(2,456)
Library Levies ⁹	28,718	22,328	6,390
Cultural Services Expense	-	2,500	(2,500)
	72,744	69,626	3,118
<u>HEALTH SERVICES</u>			
<u>EXPENSES</u>			
Cemetery Operating Expenses	1,518	9,530	(8,012)
	1,518	9,530	(8,012)
<u>PLANNING AND DEVELOPMENT SERVICES</u>			
<u>REVENUE</u>			
Planning Application Fees	(35,150)	(37,025)	1,875
	(35,150)	(37,025)	1,875
<u>EXPENSES</u>			
Planning and Zoning Expenses	10,379	15,850	(5,471)
Economic Development	1,537	5,000	(3,463)
	11,916	20,850	(8,934)
<u>TOTAL OPERATING</u>			
<u>REVENUES</u>			
	(169,468)	(162,611)	(6,857)
<u>EXPENSES</u>			
	1,943,997	2,029,891	(85,893)
<u>NET OPERATING DEFICIT</u>			
	1,774,529	1,867,280	

NOTES:

- 1 Vacant position and year end accruals will be entered at year end
- 2 Legal costs to implement procurement procedures, templates and review new policy.
- 3 Dog tags billed at beginning of the year.
- 4 No by-law enforcement cost incurred yet except for retainer of \$1,000.
- 5 Nothing spent on tree trimming, road side grass cutting or phragmites yet for \$12,500.
- 6 Equipment/vehicle inspections take place in the fall and most of the expenses are incurred then.
- 7 Fuel is over budget by \$20,800.
- 8 Fencing around gravel pit not done yet.
- 9 Paid Shelburne Library 60% of levy; other Library Board levies have not been billed to us yet.



USER-PAY QUARTERLY FINANCIAL UPDATE 2022 (JAN - JUN)

		2022 YTD Actual	2022 YTD Budget	Variance
<u>WATER</u>				
<u>REVENUE</u>				
	Utility User Fees and Service Charges ¹	(45,596)	(100,100)	54,504
	Water Interest Revenue	(1,768)	(1,900)	132
		(47,364)	(102,000)	54,636
<u>EXPENSES</u>				
	Water Administration	7,476	4,503	2,974
	Water Operating Expenses ²	50,361	67,180	(16,819)
		57,837	71,682	(13,845)
<u>TRANSFER (TO)/FROM RESERVE FUNDS</u>				
		10,474	(30,318)	40,792

NOTES:

- ¹ Water operating bills are billed quarterly with first billing done in April. Second bill went out beginning of July
- ² Monitoring billing for June not received/entered yet.



Climate Change Adaptation Planning Project



Vision, Objectives, and Action Workshop

June 28, 2022



Acknowledging on whose land we sit

We would like to begin by respectfully acknowledging that Dufferin County resides within the traditional territory and ancestral lands of the Tionontati (Petun), Attawandaron (Neutral), Haudenosaunee (Six Nations), and Anishinaabe peoples.

Land Acknowledgement Decoded

A primer on the history and the reconciliation goals behind the statements read out before municipal, arts and sports events.

<https://www.inthehills.ca/2022/03/land-acknowledgments-decoded/>



Agenda

- 9:30 am** Welcome and Objectives
- 9:35 am** Project Overview, Updates, and Priority Impacts
- 9:45 am** Visioning Overview and Exercise
- 9:55 am** Presentation: Action Planning 101
- 10:10 am** Activity Instructions
- 10:20 am** Activity: NOW – WOW - HOW
- 11:25 am** Next Steps
- 11:30 am** Adjourn

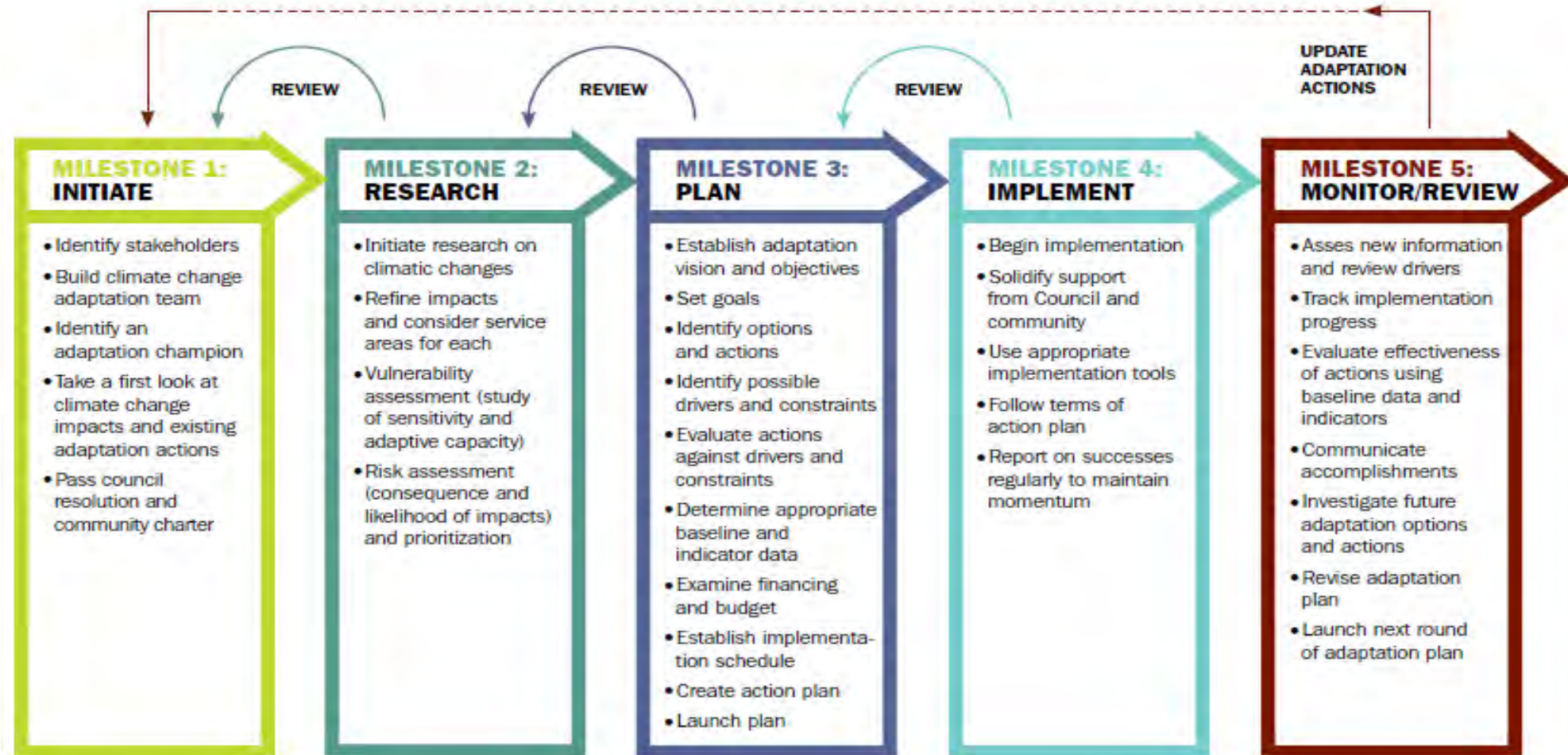


Workshop Objectives





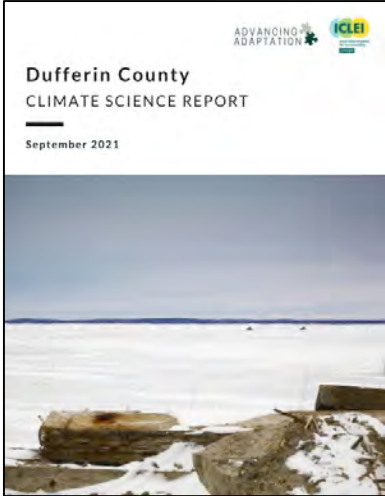
- 1. Present a summary of the climate change adaptation planning work done to date, including the risk assessment results and prioritized list of impacts moving into planning.**
- 2. Undertake a visioning exercise to guide objective and action development.**
- 3. Introduce action planning and key considerations.**
- 4. Brainstorm and create a long-list of adaptive actions (and high-level objectives), including current and potential future actions.**

Project Overview & Work to Date

Building Adaptive and Resilient Communities (BARC)



Our Progress

Climate Science Report	Impact Statements	Vulnerability Assessment	Risk Assessment
 September 2021	 November 2021	 Dec 2021 – Jan 2022	 February – May 2022
	Workshop Outcome <ul style="list-style-type: none"> Creation of 39 impact statements Identification of key-affected community members Identification of 4 climate change related opportunities 	Survey Outcome <ul style="list-style-type: none"> Ranking of impact statements as high, medium, or low vulnerability 7 High, 22 Medium, 5 Low 5 impacts eliminated through this process 	Likelihood Scoring <ul style="list-style-type: none"> Impacts were assigned a ranking of 1-5, which ranges from "Very Unlikely" to "Almost Certain". Consequence Scoring <ul style="list-style-type: none"> At group workshop we assigned each impact scores based on social, economic, and environmental consequences Final Output <ul style="list-style-type: none"> Completed <i>Climate Vulnerability and Risk Assessment Report</i>



Risk Assessment

February 2022

Calculating Risk

Before Workshop: Likelihood Scoring

Likelihood = The probability of the projected impact occurring

During Workshop: Consequence Scoring

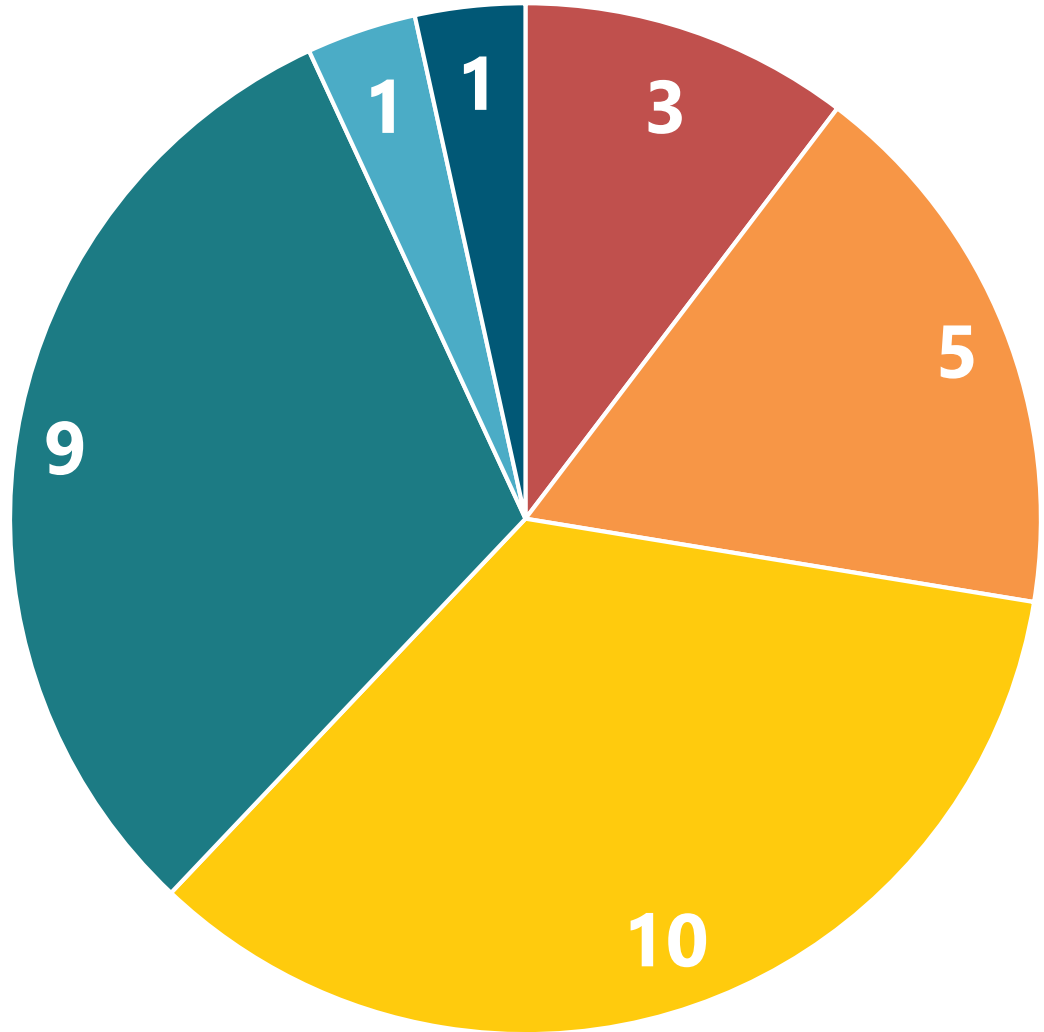
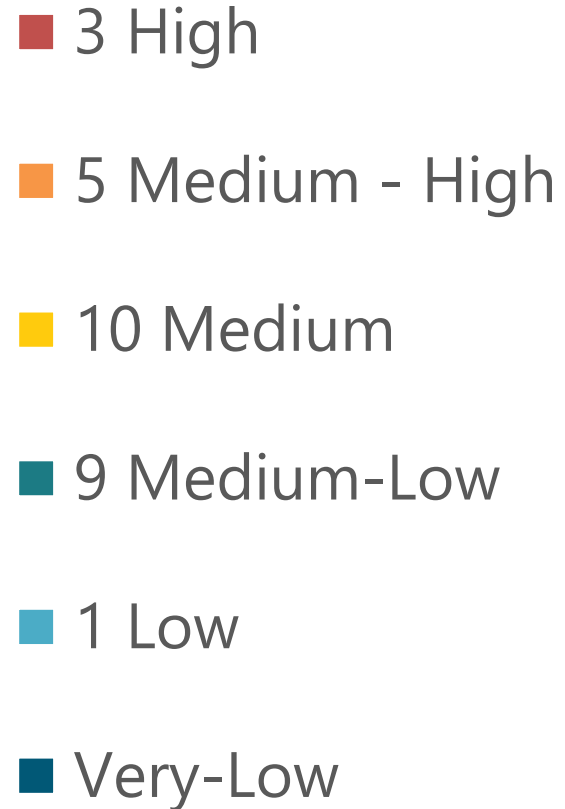
Consequence = The known or estimated consequences of a particular climate change impact.

After Workshop: Risk Calculations

Risk = Likelihood x Consequence



Risk Assessment Results



Risk Assessment

29 Impact Statements



Planning Phase
16 Impacts



Priority Impacts Moving Into Planning

IMPACT	RISK RANKING
Impact #15: Increased precipitation in Winter and Spring seasons and freezing rain events, resulting in more salt use, damaging water ecosystems and leading to damage to public assets and infrastructure (i.e. buildings, roads, bridges, trees, streetlights, signs, etc.).	High
Impact #17: Increase in the frequency/intensity of extreme weather events resulting in the loss of natural features (i.e., flora/fauna mortality, closures of parks, trails, green spaces, loss of landscapes, etc.) and the loss of seasonal or cultural traditions and recreation (i.e., loss of time/physical activity outside, relationship with natural world, etc.)	High
Impact #22: Increase in the frequency and intensity of precipitation events causing increased flooding resulting in damage to private assets and infrastructure (i.e., homes, businesses, property, products/inventory, reduced long-term property value, etc).	High

Priority Impacts Moving Into Planning

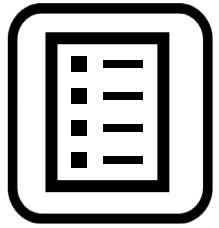
IMPACT	RISK RANKING
Impact #10: Increase in average winter temperature resulting in destabilization of the snowpack, reducing water recharge, resulting in a reduction of water quantity in the system, including wetlands.	Medium- High
Impact #23: Increased frequency/intensity of extreme weather events & Winter/Spring precipitation resulting in more frequent accidents (vehicular and active) and dangerous conditions on sidewalks and walking paths resulting in more legal and financial implications for the County and municipalities (i.e., higher insurance premiums, claims against the municipalities, etc.)	Medium- High
Impact #25: Increased frequency/intensity of extreme weather events (especially freezing rain) resulting in increased damage to municipally owned assets and infrastructure (e.g., buildings, signs, streetlights, roads, etc.) resulting in increased maintenance, relocation, or redevelopment of assets and infrastructure	Medium- High
Impact #3: Increased frequency and intensity of precipitation events, resulting in increased runoff from roads and/or agricultural land, leading to erosion of riverbanks and hillsides and the loss of riparian habitat and sediment load for in-stream habitat	Medium- High
Impact #18: Increased frequency and duration of hot days (>30°C) resulting in the deterioration of and increased maintenance requirements for roads, culverts, sidewalks, trails, and parking lots.	Medium- High

Priority Impacts Moving Into Planning

IMPACT	RISK RANKING
Impact #13: Increased precipitation in Winter and Spring seasons, resulting in more frequent flooding of agriculture fields and soil erosion leading to stressed or failed crops, loss of viable farmland and increased resources to restore degraded land	Medium
Impact #12: Increased frequency and intensity of precipitation events (especially in Winter and Spring) and freezing rain events, resulting in increased runoff from roads and agricultural land and more salt use causing contamination of source water	Medium
Impact #6: Increased frequency and intensity of precipitation events, resulting in flooding of homes, businesses, and institutions, causing more displacement or evacuation of residents from homes, physical injuries, and mental health impacts/stress (e.g., insurance costs, mold, etc.).	Medium
Impact #19: Increased frequency and duration of hot days (>30°C) resulting in project delays, reduced productivity (e.g., from heat stress to workers) and increased need to redesign infrastructure to adhere to higher resiliency standards (i.e. more research, staff capacity, cost, etc.).	Medium

Priority Impacts Moving Into Planning

IMPACT	RISK RANKING
Impact #19: Increased frequency and duration of hot days (>30°C) resulting in project delays, reduced productivity (e.g., from heat stress to workers) and increased need to redesign infrastructure to adhere to higher resiliency standards (i.e. more research, staff capacity, cost, etc.).	Medium
Impact #14: Increased precipitation in Winter and Spring seasons (e.g., more standing water) and rising average annual temperatures resulting in a rise in invasive species (e.g., phragmites) and increased risk and spread of vector borne diseases (e.g. Lyme and West Nile)	Medium
Impact #21: Increased frequency and duration of hot days (>30°C) resulting increased demand and pressure on electric grid, causing more power outages (blackouts and brown outs) and service disruptions (i.e. business, flow of goods/services, etc.)	Medium
Impact #27: Increased frequency and duration of hot days (>30°C) resulting in the potential failures of critical systems (e.g., HVAC) and reduced access to cooling resources, leading to increased demand on County operations (e.g., increased call volumes to facility managers).	Medium
Impact #5: Increase in hot days over 30°C resulting in heatwaves & reduced air quality leading to health and safety risks (e.g. domestic violence/violent altercations, cardiovascular disorders, heat stress, food - borne/water -borne illnesses, etc.) to vulnerable populations (e.g. Seniors, women, children, those with chronic health conditions, temporary foreign workers, those without AC, etc.)	Medium-Low



Planning Cohort

May 2022 – December 2022

Planning Cohort

Output of this phase will be an implementation-ready climate adaptation strategy

Workshop 1: Visioning, Objectives, and Actions

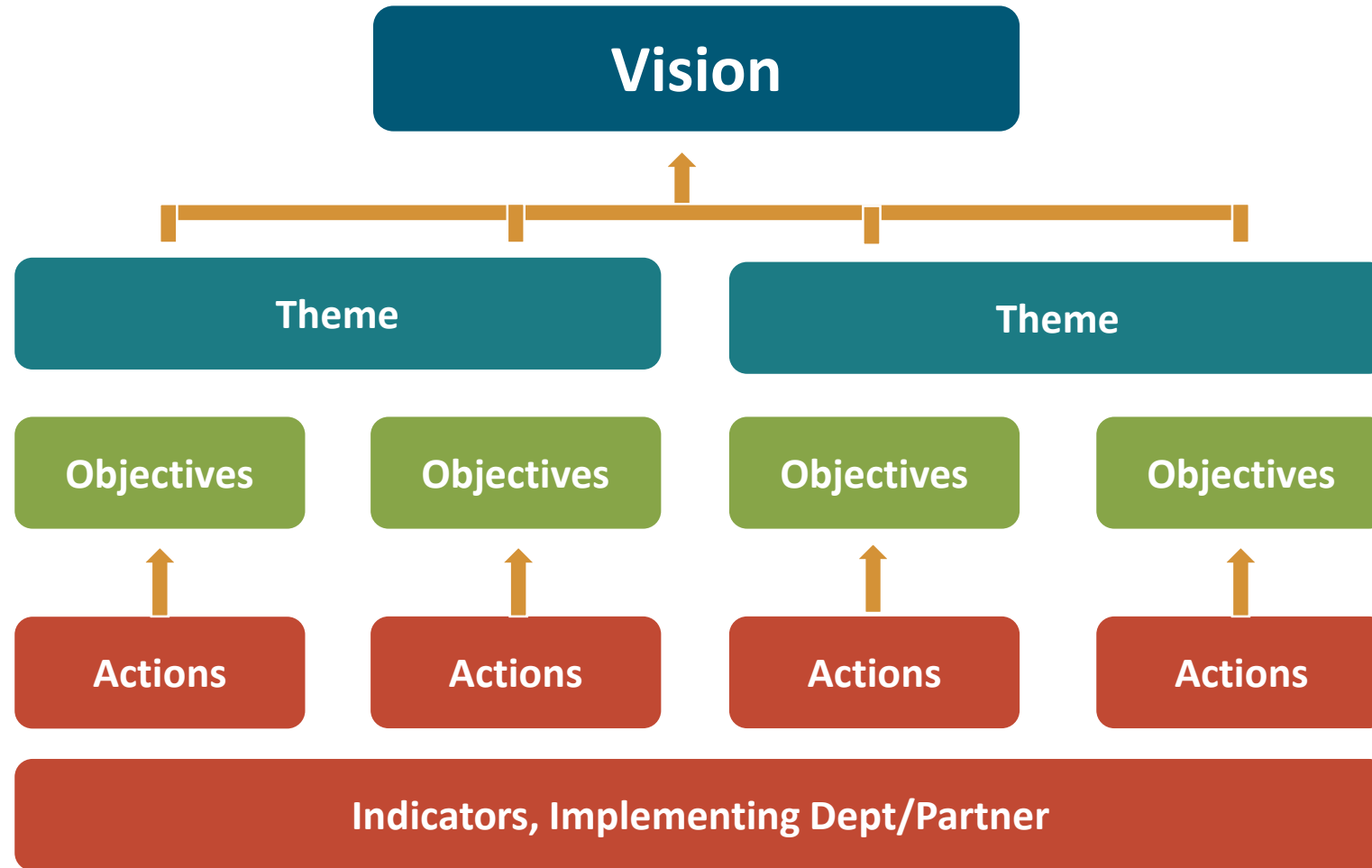
June 2022

Workshop 2: Implementation

Fall 2022



Plan Framework



Visioning

Vision Statement for the Plan

Vision Statement

Vision: The big picture of what we want to achieve. A vision statement describes a desired future state.



Dufferin County

To create a net-zero and resilient community future current and future generations in Dufferin County while:

- Enhancing the health and well-being of community members
 - Building equitable and vibrant neighbourhoods
- Preserving and enhancing local biodiversity and natural systems
 - Fostering a prosperous and innovative local economy

Barrie

Barrie will adapt to changing climate conditions and embrace new opportunities to remain a vibrant, healthy, and sustainable waterfront community.

Vancouver

**To ensure that Vancouver remains a liveable and resilient city,
maintaining its values, character and charm in the face of climate change.**

Waterloo

Waterloo is positioned to reduce, respond to, and recover from the local impacts of climate change, as it affects the City and the broader community.

Prince George

The City of Prince George will continue to be a leader in responding to and preparing for current and future climate change impacts.

The City will focus on increasing the community's adaptive capacity to climate change and reducing climate risks by working in partnership with local stakeholders and integrating climate change adaptation across the organization. It is our vision to be able to work, live and play in an economically vibrant, healthy and sustainable community now and into the future.

Activity: Ingredients for a Vision

What are 3-4 words you would use to describe a 2050 Dufferin County that you would enjoy living in & that has successfully adapted to climate change impacts?

SUBMIT YOUR IDEAS VIA MENTIMETER

1. Go to www.menti.com and enter the code **3430 4705**
 2. Reflect on the example vision statements and type in 3-4 words that you would use to describe a 2050 Dufferin County
- After the workshop, we will collect all the feedback, tally up results, and use this to start forming a draft vision statement to present at the next workshop.



To create a net-zero and resilient community future current and future generations in Dufferin County while:

- Enhancing the health and well-being of community members
- Building equitable and vibrant neighbourhoods
- Preserving and enhancing local biodiversity and natural systems
- Fostering a prosperous and innovative local economy

Barrie will adapt to changing climate conditions and embrace new opportunities to remain a vibrant, healthy, and sustainable waterfront community." (Barrie, ON)

"Waterloo is positioned to reduce, respond to, and recover from the local impacts of climate change, as it affects the City and the broader community." (Waterloo, ON)

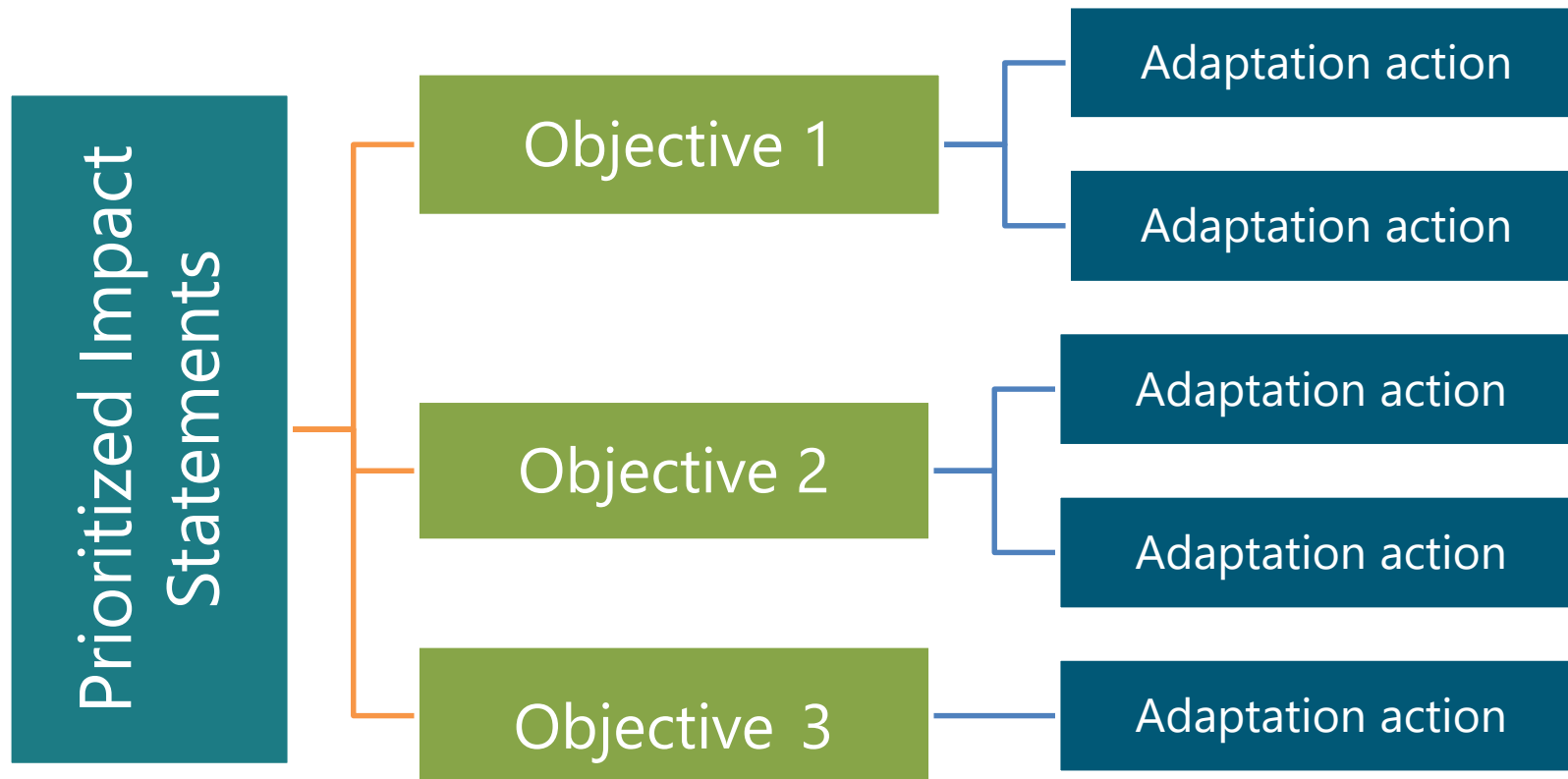
"The City of Prince George will continue to be a leader in responding to and preparing for current and future climate change impacts.

The City will focus on increasing the community's adaptive capacity to climate change and reducing climate risks by working in partnership with local stakeholders and integrating climate change adaptation across the organization. It is our vision to be able to work, live and play in an economically vibrant, healthy and sustainable community now and into the future." (Prince George, BC).

"To ensure that Vancouver remains a liveable and resilient city, maintaining its values, character and charm in the face of climate change." (Vancouver, BC)

Action Planning 101

From Impacts to Objectives and Actions



Objectives:

What are the outcomes we are trying to achieve?

Actions:

How are we going to achieve this objective?

Types of Adaptation Actions

Adaptation action address climate change risks and improve our ability to prevent and/or respond to climate risks. They can take many forms such as:

- Research and monitoring
- Early warning systems
- Hazard information provision
- Awareness raising and education
- Operations and practices
- Bylaws, policies or plans
- Technologies
- Infrastructure
 - Hard and soft
- Economic instruments
- Partnerships
- Supporting existing plans



Enabling Actions

Enabling actions embed climate action planning at the organizational level, instead of responding to a particular risk.

Examples:

- Develop and implement a climate change education and training program for staff, elected officials, community members.
- Develop climate champions across an organization.
- Review emerging climate research, trends and regulations once a year.
- Develop and maintain a database of climate change adaptation funding available from different levels of governments and funders.



Activity Instructions

NOW. WOW! HOW? Instructions

Group 1: Social and Infrastructure

Group 2: Social and Natural Systems



NOW. WOW! HOW? Instructions

1. REVIEW 'NOW' STATEMENT:

Where are we now? (i.e. these are grouped impact statements)

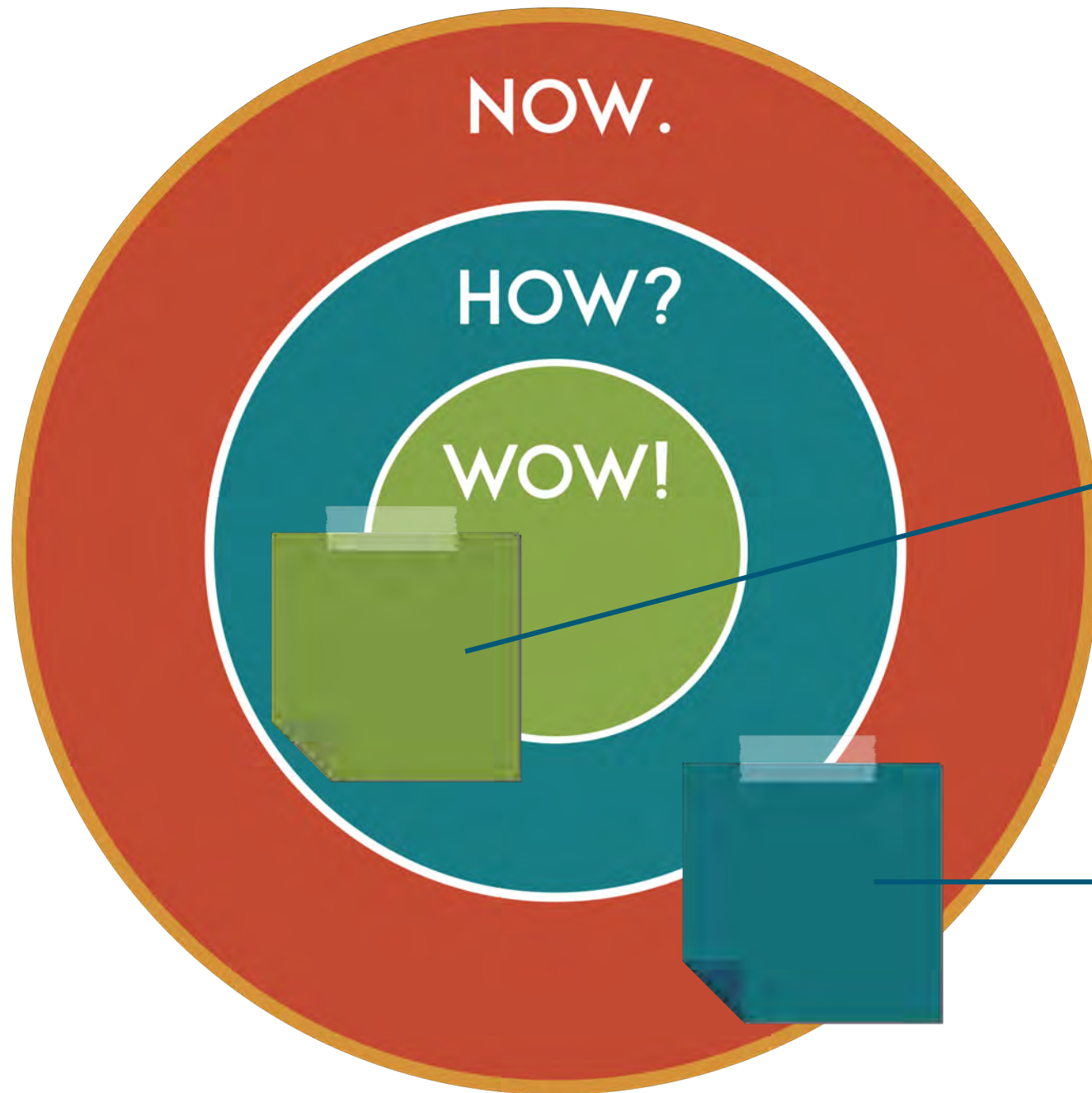
2. Discuss what 'WOW' would look like:

Where do we want to be relative to these conditions? What is a desired state? Imagine possible futures

3. Discuss 'HOW' we will get there:

This is the tangible action piece. Constructive and action-oriented





NOW:

Extreme weather, heat, and precipitation events resulting in damage to both private and public assets and infrastructure

WOW:

Improved ability to monitor infrastructure performance

Improved community awareness and public education

HOW?

Implement a patrol software to monitor road infrastructure, and track issues and risk

Education and outreach around pre-existing adaptation programs (e.g. rain barrels)



Questions?

SOCIAL AND INFRASTRUCTURE

- **Hilton Thomas** (Orangeville Hydro)
- **Scott Martin** (Dufferin County)
- **Rob Koekkoek** (Orangeville Hydro + Dufferin Board of Trade)
- **Steve Ducharme** (Dufferin County)
- **Bruce Hilborn** (Dufferin County)
- **Kate Thomson** (Town of Orangeville)
- **Mike Hooper** (Dufferin County)
- **Julie Vanderwerf** (Dufferin County)
- **Elaine Capes** (DC Moves)

SOCIAL AND NATURAL SYSTEMS

- **Gail Little** (Dufferin Federation of Agriculture)
- **Dan Wassmansdorf** (Dufferin County)
- **Stephanie Shifflett** (Grand River Conservation Authority)
- **Caroline Mach** (Dufferin County)
- **Shirley Boxem** (Township of Mulmur)
- **Mike Swidersky**
- **Louise Heyming** (Grand River Conservation Authority)
- **Michelle Newson** (Town of Mono)
- **Bo Cheyne** (Wellington Dufferin Guelph Public Health)

Next Steps

Climate & Energy Division

- Use your input to craft a draft vision statement
- Summarize input from activity worksheets, review, and edit to create long-list of actions and objectives
- Edit and prioritize actions (short, medium, and long-term)

Workshop 2: Implementation

- Fall 2022



Thank you!





Notice of Passing of Municipal-Wide Development Charges By-law

TAKE NOTICE that the Council of the County of Dufferin passed a municipal-wide development charges By-Law No. 2022-28 on the 14th day of July, 2022 under section 2 (1) of the Development Charges Act, 1997, S.O., 1997, c. 27, as amended.

AND TAKE NOTICE that any person or organization may appeal to the Local Planning Appeal Tribunal under section 14 of the Act, in respect of the development charges by-law, by filing with the Clerk of the County of Dufferin on or before 23rd day of August, 2022 a notice of appeal setting out the objection to the by-law and the reasons supporting the objection.

The schedule of development charges imposed by the by-law, which comes into effect on 24th day of August, 2022, is as follows:

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL (per sq.ft. of Gross Floor Area)
	Single and Semi-Detached Dwelling	Other Multiples	Stacked Townhouses	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	
Municipal Wide Services/Class of Service:						
Services Related to a Highway	1,693	1,300	803	803	580	0.57
Long-term Care Services	-	-	-	-	-	-
Child Care and Early Years Programs	221	170	105	105	76	-
Public Health Services	469	360	223	223	161	0.15
Ambulance	272	209	129	129	93	0.09
Housing Services	2,272	1,744	1,078	1,078	779	-
Waste Diversion	79	61	37	37	27	0.03
Growth-Related Studies	50	38	24	24	17	0.02
Total Municipal Wide Services/Class of Services	5,056	3,882	2,399	2,399	1,733	0.86

No key map has been provided as the by-law applies to all lands located within the County of Dufferin.

A copy of the complete by-law is available for examination at the County of Dufferin offices, 30 Centre Street, Orangeville, L9W 2X1 during regular business hours, excluding statutory holidays. A copy of the by-law is also available on the County of Dufferin's website <https://www.dufferincounty.ca/news/development-charges-bylaw>

DATED at the County of Dufferin, this 18th day of July, 2022.

Michelle Dunne, Clerk

From: Michelle Hargrave

Sent: July 19, 2022 2:56 PM

To: Roseann Knechtel <rknechtel@mulmur.ca>; Tracey Atkinson <tatkinson@mulmur.ca>

Subject: RE: Township of Mulmur Resolution: Ontario Climate Caucus

Good Afternoon,

At its regular meeting on July 14, 2022, Dufferin County Council approved the following recommendation from the Infrastructure and Environmental Services Committee:

THAT the resolution from the Township of Mulmur, dated June 7, 2022, encouraging all Dufferin municipalities to join the Ontario Climate Caucus, be received.

Thank you,
Michelle Hargrave

Michelle Hargrave | Administrative Support Specialist | Corporate Services

County of Dufferin | Phone: 519-941-2816 Ext. 2506 | mhargrave@dufferincounty.ca | 30 Centre Street,
Orangeville, ON L9W 2X1

The Corporation of the Town of Thessalon

P.O. Box 220

187 Main Street

Thessalon, Ontario P0R 1L0

Phone: (705) 842-2217

Fax: (705) 842-2572

Email: townofthess@thessalon.ca

Website: www.thessalon.ca

Mayor: WILLIAM ROSENBERG

Clerk: ROBERT P. MacLEAN

July 22, 2022

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

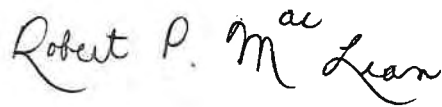
Dear Ms. Atkinson:

At the July 18, 2022 regular meeting of the Council of the Town of Thessalon, the following resolution was passed:

"Be it resolved that the Council of the Town of Thessalon supports the resolution passed by the Township of Mulmur declaring a Climate Emergency for the purpose of recognizing and deepening its commitment to protecting its economy, ecosystems and community from climate change, and in keeping with Resolution Number 2022-03-15, the Town of Thessalon remains committed to achieving the initiatives listed in the Climate Change Mitigation Strategy, and further, that a copy of this resolution be sent to the Township of Mulmur." **CARRIED**

Thank you for reaching out to the Town of Thessalon and we wish you the best of luck in your future actions on Climate Change.

Sincerely,



Robert P. MacLean
Clerk-Treasurer
RPM/lm

Dear councillors,

I am writing to request that council consider posting the recordings of its meetings to YouTube. This would be an easy and effective way to engage the public.

At times, members of the public may not be able to tune in to the live stream, or may not be able to be present for the meeting in its entirety. Posting the meetings would allow people to catch up on a particular topic, or view the meeting in segments.

Many municipalities post the recordings of their meetings, including Clearview and Collingwood. As a member of the media, I find that having access to the videos enhances news coverage, and can help to set the record straight. For the public, it can also help to clarify issues.

I know that Mumfurlough council has worked to enhance communication with residents and welcomes audience members and public participation. This would be one more tool to keep the public informed.

Thank you for your consideration,

Trina Berlo
(she, her)
Editor
The Creemore Echo
Creemore.com

705-466-9906



Nottawasaga Valley
Conservation Authority



2021 **Annual** **Report**

Contents

Message from Chair and CAO	5	Watershed Safety	30
		Mapping	30
The Nottawasaga Watershed	6	Improving Flood Resiliency, Naturally	30
Benefits of Having a Healthy Watershed	6		
Human Health	8	Servicing Our Watershed Communities	32
Economic Health	8	Educating Our Youth	32
Ecological Health	8	Teaching Hope in Climate Change	33
		Our Conservation Areas	35
Our Natural Heritage	10	Providing Nature Spaces for Our Communities	35
Wetlands	11	New Infrastructure at Utopia Conservation Area	36
Assessing Our Wetlands to Protect Our Wetlands	12	New Parking Lot for Petun Conservation Area	37
Ecological Net Gains	13	Festivals Canada Funding	39
Native Grasslands	14		
Planting Trees to Make Up for Losses	14	Support	40
Lymantria Dispar Dispar (LDD)	15	Excellent Customer Service	40
Emerald Ash Borers	15	Budget Review	40
		Switch to Hybrid Working	40
Science	16	Retrained Staff Accessibility	41
		IT Security	41
Partnerships	18		
Working With Our Partner Municipalities	19	Revenues and Expenses	42
Permits and Regulation	19		
Planning	19	NVCA Staff	43
Stormwater	20		
Pretty River Dyke	21		
Working With Education Partners	22		
Great Lakes Virtual Field Trip	23		
Microplastics in Our Great Lakes	23		
Working With Our Stewardship Funders and Supporters	24		
Petun Dam	24		
Nottawasaga River Restoration Program	26		
Phragmites Control	28		
Working With Volunteers	29		
Planting in Conservation Areas and Other Public Places	29		



Our Vision

A sustainable watershed that is resilient to the effects of climate change, urban growth and other stressors and provides for safe, healthy and prosperous people and communities.

Our Mission

Working together to deliver innovative, integrated watershed management that is responsive to the environmental, economic and social sustainability of the Nottawasaga Watershed.

What We Value

An abundance of clean water, clean air and fertile soils that provide for healthy people and ecosystems.

Natural heritage systems and the ecosystem services they provide, particularly as they support resilience to the effects of a changing climate.

Distinctive landforms and waterways including the Georgian Bay coastline, Niagara Escarpment, Minesing Wetlands and others that give our watershed a unique sense of place.

Quality recreational opportunities that our hills, forests, meadows, wetlands, waterways and coastline provide for residents and tourists alike.

A wealth of resources within the capacity of our watershed to provide for thriving communities, successful economies and sustainable agriculture, now and in the future.

Message from Chair and CAO

It is safe to say that we have had an incredible 2021. We have started to implement changes to the *Conservation Authorities Act* (CA Act) while at the same time, continuing on the path on the 20-year Integrated Watershed Management Plan.

There is much to be proud of across our watershed. Nottawasaga Valley Conservation Authority (NVCA) staff worked hard to protect lives and properties from the risk of flooding and erosion. They were dedicated to creating resilient habitats and strived to maintain high quality recreational opportunities for visitors inside and outside our watershed. Our next generation is blessed to have devoted educators who show them the importance of protecting our environment. And this was all accomplished under the pressure of climate change, urbanization and many other stressors. The passion and commitment of our professional staff cannot be surpassed.

All of this would not have been possible without the support of our watershed municipalities as well as our dedicated Board Members, federal and provincial governments, foundations, private businesses and volunteers. Of course, we give thanks to the local residents who provide their lands, and often dollars, to help restore the environment in our watershed.

We are pleased to highlight our work in this 2021 NVCA Annual Report and we look forward to continued progress in 2022 as we work collaboratively to meet the changes to the CA Act.



Mariane McLeod
Chair



Doug Hevenor
Chief Administrative Officer

The Nottawasaga Watershed

The NVCA jurisdiction is 3,600 km² and spans from Wasaga Beach in the northeast to Moonstone and Bass Lake, south through Barrie and Bond Head to Highway 9, west to Orangeville then heading north through Collingwood to Nottawasaga Bay. It consists of the Nottawasaga Watershed, the Blue Mountain subwatershed and the Severn Sound Tributary headwaters.

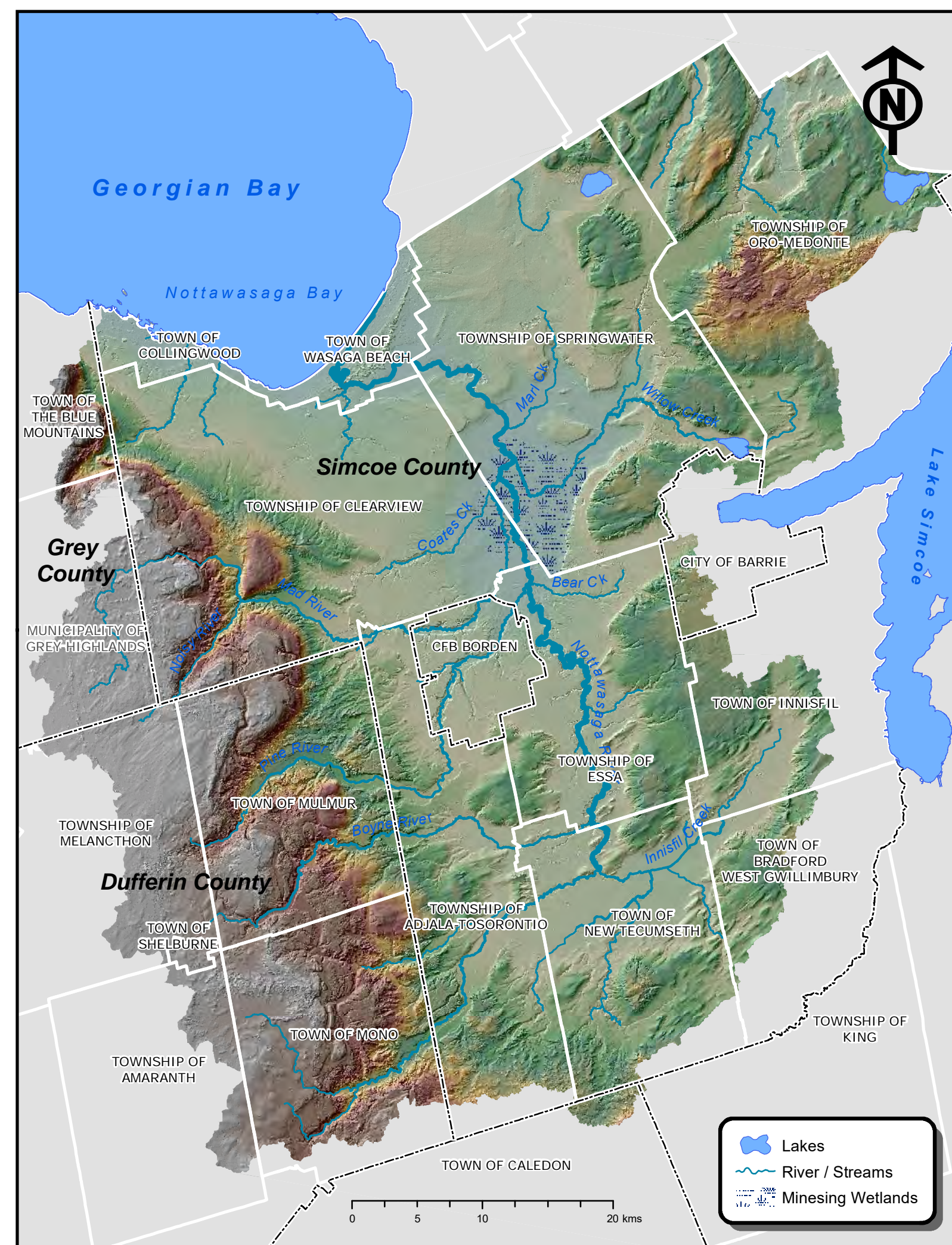
The Nottawasaga Watershed is shaped like a bowl. The rim, or the highest areas of the watershed, are the Niagara Escarpment (a World Biosphere Reserve) to the west, the Oak Ridges Moraine to the south, and the Oro Moraine to the east. The Simcoe Lowlands lie at the bottom of the bowl in the north where the Nottawasaga River flows into Georgian Bay at Wasaga Beach.

The Blue Mountain Watershed encompass approximately 222 km². Here, four rivers form above the Niagara Escarpment, and flow directly into Nottawasaga Bay along the Town of Collingwood shoreline.

Benefits of Having a Healthy Watershed

Our watershed is home to approximately 200,000 people and thousands of farms and businesses. A healthy watershed helps protect and enhance our lives in many different ways.

Developing in a watershed sustainably requires a well thought out plan. NVCA and its partner municipalities work together to manage human activities and natural resources on a watershed-wide basis while considering social, economic and environmental issues.



Human Health

Our well-being depends on a healthy watershed. For example, healthy streams provide clean water for drinking and cooking, agricultural irrigation, waste water dilution, and recreational enjoyment.

When we spend time outside, we look for clean rivers, lush forests and areas with abundant wildlife. Activities like exercising, fishing, boating, hiking and bird watching are best enjoyed in these healthy environments. A healthy Nottawasaga Watershed also provides habitat for countless wildlife as well as prized sports fish such as trout, salmon, walleye, pike and bass.

Economic Health

Local economies are strongly tied to a healthy watershed.

Agriculture is the economic engine of the Nottawasaga Watershed and relies on clean water for irrigation as well as healthy soils and pollinators.

Urban areas also rely on healthy environments as it provides neighbourhoods with access to greenspaces. Our rivers also receive and dilute waste from wastewater treatment plants.

Our strong tourism industry depends on a healthy environment. For example, the Nottawasaga River hosts one of Georgian Bay's largest salmon runs. Wasaga Beach, the world's longest fresh water beach is also situated in the watershed.

Ecological Health

The composition of local plants, animals and their surrounding environment is fundamentally linked to the health of the watershed. Local environments are interconnected and rely on each other. If one or more of these pieces become unhealthy, the entire system can suffer, and affect our health as well as the economy. Healthy ecosystems and species diversity can also increase resiliency to climate change.

For example, rivers and streams and their surrounding environments help link natural areas across the watershed and are an important part of natural heritage systems. When rivers and streams flood, it helps fertilize the soil and disperse seeds from native plants, greatly benefiting land animals and landscapes. River systems help with nutrient management and flood attenuation.



Our Natural Heritage

Natural heritage features include woodlands, wetlands, watercourses and the plant and animal life that live within them. When linked together, natural heritage features form natural heritage systems

Together, these systems provide important ecosystem services that support our health, economy and community sustainability, including resiliency in the face of climate change.

The Nottawasaga Watershed contains 38 areas of Natural and Scientific interest, and 20 Areas of Earth Science interest. These provincially designated areas include Niagara Escarpment and Oak Ridges Moraine. A lesser known but significant corridor connects the Niagara Escarpment to the Canadian Shield. It passes through the Nottawasaga Watershed and is made up of a system of watercourses, wetlands and forests extending from the Niagara Escarpment northeast through Minesing Wetlands to the Canadian Shield in Severn Township.

Wetlands

NVCA's jurisdiction contains more than 4,000 individual wetlands that are greater than 0.1 hectares. Whether they are large or small, wetlands directly and indirectly provide invaluable natural services for landowners, businesses, and numerous other stakeholders. This includes maintaining healthy drinking water, providing recreational opportunities, and ensuring that native plants and wildlife have the necessary space to thrive.

Wetlands are also very important for flood control, water filtering, groundwater recharge and discharge and wildlife habitat. When there is a lot of rain or snowmelt, wetlands absorb and slow floodwaters, which helps to alleviate property damage and can even save lives. In the face of climate change, these wetlands are ever more important as we experience more extreme storm events.

NVCA is mandated to regulate all wetlands and has developed internal policies that provide guidance for how these wetlands should be protected or conserved.



Assessing Our Wetlands to Protect Our Wetlands

As the Nottawasaga Watershed becomes more developed, it becomes more important to understand our wetlands. In 2021, NVCA's Watershed Science team completed the NVCA Watershed Wetland Evaluation and Prioritization Report.

The report identified a total of 3,333 Provincial Significant Wetlands (PSW), 34 evaluated non-PSWs and 80 unevaluated wetland complexes. With this information, future wetland evaluation efforts can be prioritized accordingly.

Under the *CA Act*, development must be located at least 30 m away from wetlands to ensure the long-term protection and enhancement of these features.

Ecological Net Gains

NVCA is responsible for conserving, restoring, developing, and managing the watershed's natural resources. Population growth, and resulting urbanization, presents a challenge for the protection and enhancement of wetlands throughout the watershed.

In 2021, NVCA's Planning Services team developed the *Achieving Net Gains Through Ecological Offsetting Guidelines* to address ongoing loss of wetlands and other ecological features in the watershed.

These guidelines aim to ensure that further losses of regulated natural heritage features within the Nottawasaga Watershed are highly limited, and where appropriate, met with equal or greater gains in area, value, and function.

It's important to note that by instituting a formal offsetting policy, NVCA is not promoting or supporting an increase in removal of wetlands and associated natural features throughout the watershed, but rather to overcome challenges to ensure high quality water resources are available for generations to come.



Native Grasslands

In Southern Ontario, native grasslands once covered more than 400,000 hectares of land. Today, less than 3% remain.

This puts species that depend on them, like the Bobolink and Eastern Meadowlark, at risk.

In 2021, NVCA started eight projects covering over 82.9 hectares with farmers, rural landowners, volunteers and the Nature Conservancy of Canada to help restore some of these grasslands and enhance hay and pasture management.

This work was made possible thanks to funding from Forests Ontario's Grassland Initiative, World Wildlife Canada, Environment Canada and Nature Conservancy Canada.

Planting Trees to Make Up for Losses

In recent years, trees in the Nottawasaga Watershed have become increasingly threatened by invasive species such as emerald ash borer (*Agrilus planipennis* Farmaire) and *Lymantria dispar dispar* (LDD), formerly known as European Gypsy Moth.

LDD Moths

LDD is a non-native, invasive species from Asia that was introduced to Massachusetts in the 1860s. These moths spread to Ontario in 1969. LDD caterpillars feed on deciduous trees, including oaks, poplars and birches, but will also consume conifers if there are no alternatives available.

LDD populations are cyclical, peaking after 7-10 years then crashing from parasites or fungus. Although they are not harmful to people, high concentrations of the caterpillars will defoliate trees. A healthy tree will likely survive, however young, newly planted or trees that were already stressed by other factors may not bounce back as easily from the defoliation.

In 2021, LDD impacted NVCA's planting sites by stressing and sometimes killing the trees that were planted. The population of LDD was predicted to peak in 2021. If true, their population will slowly decrease over the next few years, until there is a natural crash in their population. When populations of LDD are very high, the only way to manage trees is to patiently wait for the population to crash.

Emerald Ash Borers

In recent years, the emerald ash borer has killed thousands of ash trees across the watershed.

Travelling all the way from Asia, the emerald ash borer was first observed in an Ontario ash tree in 2002. Over a very short amount of time, this small forest pest had managed to cause great economic and environmental destruction.

Infestations of emerald ash borer can occur in both stressed and healthy ash trees. Once this system is disturbed by emerald ash borer larvae, the affected ash tree will die.

The spreading of the emerald ash borer is of high concern because it affects all forests and residential areas in the watershed, including the ash-dominated wetlands in Collingwood and Wasaga Beach and the internationally significant Minesing Wetlands.

To compensate for this NVCA's forestry and stewardship programs planted over 100,000 trees in 2021 to help compensate for the loss of tree canopy from the emerald ash borer.



By monitoring surface water quality, groundwater and natural heritage, NVCA's Watershed Science team can identify stressors and their impacts on the local environment. This information can shape land use planning and policy decisions, and can measure the effectiveness of environmental restoration projects or the impacts of new development.

To fully understand the health of the watershed, NVCA monitors for specific attributes that can tell a strong story about the impacts on the local environment.



Water chemistry sampling provides a snapshot of the quality of rivers at the time the sample was taken. It allows for the direct comparison of results to Provincial Water Quality Objectives. However, water chemistry alone does not provide enough information about the state of the river, or how to repair degraded sections. That's where monitoring other attributes - benthic macroinvertebrates (small aquatic animals that can be seen with the naked eye and have no backbone), stream temperature and flow, as well as fish come in.

Natural heritage monitoring includes formal breeding bird surveys in forest and marsh wetland settings as well as informal monitoring of other plants and animals.

Combined, this information helps NVCA understand the human impacts on our streams and rivers. For example, impacts of development, agriculture and industry, as well as the benefits of environmental restoration.

In 2021, the Watershed Science team undertook a critical review of the watershed monitoring program to ensure all aspects of the program continue to be cost-effective and focused on directly supporting the goals of NVCA and its municipal partners.

Partnerships

NVCA manages our watershed sustainably so that it is resilient to climate change, urban growth and other stressors. But we cannot do this alone.

We must work together with our municipalities, communities, funders and stakeholders to deliver innovative, integrated watershed management that is responsive to the environmental, economic and social sustainability of the Nottawasaga Watershed.

Working With Our Partner Municipalities

Permits and Regulation

Property owners looking to develop in areas with natural hazards associated with rivers, streams and wetlands, and shorelines must apply for a permit from NVCA. Similar to municipal permits such as a building permit or a site alteration permit, this permit is one of the applicable law approvals needed prior to issuance of a building permit.

NVCA's Regulation team works closely with municipal partners to ensure proper permits are in place prior to development to avoid the loss of life and damage to property due to flooding and erosion, and conserve and enhance natural resources.

In the case of non-compliances, NVCA works with municipalities to investigate the case, which may result a request for include site restoration and potential court action.

Planning

As experts in natural hazards and plant and animal communities in the Nottawasaga Watershed, NVCA's Planning Services team works closely with municipalities, developers and consultants to find a balance between development and preserving natural environment while protecting lives and property from natural hazards.

This work begins early in the development planning process. NVCA's engineers, ecologists and groundwater specialists review the proposed development plan to identify potential risks and environmental features that may be impacted by the development. This information is communicated to developers and municipalities, and may include requests for supplementary information such as environmental impact studies, natural hazard studies and stormwater management studies.

NVCA establishes annual partnership agreements with municipalities to identify key roles and services in the development plan review process. Examples include expertise in flooding, erosion, stormwater management, natural heritage and groundwater. The partnership agreements help ensure that development application reviews are coordinated and streamlined.

Stormwater

Soil in natural areas or farmland absorbs rainfall and snowmelt and slowly releases it into rivers and streams, helping to create a constant, permanent flow of water. As the Nottawasaga Watershed becomes more urbanized, more hard surfaces (such as pavements) are created.

It becomes harder for water to infiltrate into soil, causing large volumes of stormwater to flow into streams and rivers at a fast pace. Often, this creates erosion and flooding. The permanent flow of water entering rivers and streams from underground springs will also decrease. Going unchecked, stormwater runoff can result in contaminants (oil, pesticides, metal) going into streams and rivers.

As all streams and rivers in a watershed are connected, Ontario's legislation promotes the management of stormwater using a watershed-wide approach.

Municipalities are responsible for the management of stormwater, such as planning, design, building and the maintenance of stormwater facilities. These facilities include stormwater management ponds and various Low Impact Development techniques.

NVCA collaborates with municipalities during the development process to help ensure that stormwater meets provincial standards that ensure the protection and enhancement of our wetlands, watercourses, Georgian Bay shoreline and wildlife habitat.



Pretty River Dyke

In 2021, NVCA and the Town of Collingwood started the Pretty River Dyke Maintenance Project.

The Town of Collingwood was built on a shallow floodplain, making it prone to flooding. The Pretty River Dyke was built in the 1970s to reduce the risk of flooding in the urban areas of Collingwood. While considering the ecological functions of the corridor, vegetation growing along the sides of the dyke must be removed from time to time to ensure its full functionality.

NVCA and the Town of Collingwood produced a public education campaign to inform residents about the project and why removing vegetation was necessary. It included a mailout of letters and brochures to all town residents as well as two virtual public question and answer sessions.

Working With Education Partners

Developed through years of passion and experience, NVCA's education program has proven to be a valuable asset to educate youth about our natural environment. In 2021, six new programs were created with external organizations to offer even better learning opportunities to the future generations in our watershed. Two of these programs are the Great Lakes Virtual Field Trip and a microplastics program in Collingwood.



Great Lakes Virtual Field Trip

The Ministry of the Environment, Conservation, and Parks approached NVCA and four other environmental organizations across Ontario to create a virtual field trip about the Great Lake closest to each organization. As rivers and streams in the Nottawasaga Watershed flow into Lake Huron and Georgian Bay, it was the focal point for the Education team.

This collaboration was enriched with the help of experts such as indigenous peoples, museum curators, scientists, and NVCA staff to speak to students about how lucky we are in Ontario to have this precious resource, and the work that is being done to care and protect our Great Lakes.

Microplastics in Our Great Lakes

All over the world, including in the Nottawasaga Watershed, hundreds of thousands of microfibrils go down the drain after a cycle in the washing machine. Many are too small to be captured by wastewater treatment plants and end up in our streams, lakes and finally into Georgian Bay.

With generous funding from Georgian Bay Forever, NVCA delivered a free microplastics program for students in the Town of Collingwood. The program aims to take 400 students per year to the Georgian Bay lakeshore or other areas where water collects in their community to understand how water moves through the water cycle and across the land. Students will then take sand soil samples from a beach in Collingwood and a beach in Wasaga Beach, and peer through microscopes lens to find microplastics in the samples.

Working With Our Stewardship Funders and Supporters

Petun Dam

The Petun Dam Removal Project is complete! In 2020, the Petun Dam was removed to help return Black Ash Creek to its original condition. This year, staff and volunteers applied finishing touches, such as planting trees, installing live dogwood stakes and constructing in-stream habitat.

Historically, water trapped behind the dam created a 100-metre long stagnant pond, causing summer stream downstream temperatures to increase by 7°C. Not only was the dam a flood risk to communities downstream but it also degraded fish and wildlife habitat.

This project was generously funded and supported by Bruce Power, Greenbelt Foundation, Environment and Climate Change Canada, Blue Mountain Watershed Trust, Georgian Triangle Angler's Association, Nottawasaga Steelheaders, Lake Huron-Georgian Bay Watershed Community Action Initiative, Enbridge, the Town of the Blue Mountains, Rumball Excavation, the Province of Ontario and the H. John McDonald Foundation.





Nottawasaga River Restoration Program

Sports fisheries provide important economic benefits for many municipalities in the Nottawasaga Watershed. For example, summer Chinook salmon fishing is extremely popular in the Town of Collingwood and Town of Wasaga Beach. In the fall, many anglers fish for Chinook salmon and rainbow trout in the Township of Essa.

The Nottawasaga River is also home to native species such as brook trout and river burbot, as well as two species at risk: lake sturgeon and northern brook lamprey. All of these fish rely on healthy waterways to thrive.

The Nottawasaga River Restoration Program (NRRP) is a stream restoration initiative coordinated by NVCA and Nottawasaga Futures – South Simcoe Streams Network. The program aims to improving the water quality in the Nottawasaga River in order to enhance the world class trout and salmon sport fishery, as well as restore native fish habitat.

Restoration efforts begin in the Upper Nottawasaga River, downstream from the Village of Hockley where excellent water quality from the Niagara Escarpment deteriorates quickly. This is caused by soil and nutrients released from eroding river banks and surrounding lands. Summer stream temperatures also rise quickly as there are no forests providing shade to the stream.

Together, all of these factors degrade the habitat for sports fisheries in the Nottawasaga River.

Thanks to funding and support from many partners, NVCA's Stewardship team and volunteers planted native trees and shrubs along the river, stabilized eroding streambanks, constructed woody instream cover habitats, re-created floodplain habitats, enhanced wetlands and worked with local landowners to install livestock exclusion fencing.

These achievements were made possible through support from local landowners, volunteers, Nottawasaga Steelheaders, Mono Headwaters Streams Committee, Headwaters Flyfishers, Township of Adjala Tosorontio and the Town of Mono.

The NRRP is funded by Fisheries and Oceans Canada, the Ontario Trillium Foundation, Patagonia-Tides Foundation, Bass Pro Shops – Cabelas Outdoor Fund, H. John McDonald Foundation, Takla Foundation, Somerville Nurseries and Rumball Excavation.

Thanks to the H. John McDonald Foundation, NVCA began to collect information about the Pine River to determine if the methods used for the Upper Nottawasaga River could be applied to restore sections of the Pine River in Township of Mulmur.

Phragmites Control

Phragmites australis (European Common Reed) is an invasive perennial grass that is spreading rapidly throughout Ontario causing severe impacts in our communities and ecosystems.

It forms thick stands that choke out native vegetation. It limits shoreline access, impeding recreational activities like swimming and boating, and degrading shoreline ecosystems. This tall grass spreads rapidly and can take over wetlands harming turtle, bird and native plant habitat. It is most easily managed when stands are small or still establishing.

Since 2014, NVCA has been working with the Town of Collingwood, Blue Mountain Watershed Trust, Georgian Bay Forever and community groups in the Silver Creek Wetland Complex to remove *Phragmites* in an effort to control the spread of this invasive plant. After pausing in 2020 due to COVID-19, NVCA staff and community volunteer groups got together again in 2021 and removed over 1,190 kg of *Phragmites* from the Collingwood shoreline and nearby watercourses and wetlands.



Working With Volunteers

In 2021, stewardship staff worked with funders and partners to purchase and plant over 9,900 native trees and shrubs along streams, wetlands and in parks.

Typically, over 2,000 volunteers and landowners help with habitat and water quality projects. COVID-19 lockdowns prevented them from helping during the intense spring planting season which presented some challenges. Thanks to some charitable donations and funders, NVCA hired hand planters to ensure the trees were not wasted. Individual landowners also stepped up and planted them beside streams with their families.

Finally, with restrictions lifted in the fall, over 250 volunteers were able to participate in our fall tree planting events.

Funding for these projects was generously donated by Environment and Climate Change Canada, Forest Ontario, Nature Conservancy Canada, TD Friends of the Environment, World Wildlife Fund, Trillium Foundation, Somerville Tree Nursery, and many more.

Planting in Conservation Areas and Other Public Places

With so many people enjoying getting outside into local parks and trails, NVCA completed stewardship projects to give back to the natural areas we enjoy.

This year, staff completed a wide variety of habitat restoration projects including establishing forest, wetland, stream, grassland and pollinator patches. This was possible thanks to the many volunteers and funding partners that made this possible!

The Township of Essa's Healthy Communities Committee teamed up with NVCA's Stewardship team to create a pollinator patch to enhance the park and support native pollinators at LeClair Park in Angus.

Other projects were completed in the Utopia Conservation Area, Petun Conservation Area, Edenvale Conservation Area, Stayner EcoPark, Minesing Wetlands Conservation Area, Tottenham Conservation Area and Dunsmore Park in Barrie.

Mapping

Thanks to partnerships with our municipalities, NVCA's Information Services & Technology team obtained higher resolution topographic data and refined flood hazard limits for select areas. Updates also incorporated flood studies, natural features inventory, and assembling a land use layer for modeling. With these updates, NVCA was able to provide technical recommendation to our municipal partners such as the Town of Collingwood for the Pretty River Dyke maintenance project.

Improving Flood Resiliency, Naturally

In addition to reducing flood risks through planning and regulations, another important tool is enhancing our forests, wetlands and grasslands.

These natural areas allow water to soak directly into the ground to replenish groundwater, instead of flowing directly into streams and rivers. Restoring stream and riverbanks reduces erosion as the roots of the vegetation stabilizes the soil.

Forests also help provide drought resilience. As the snow melts in the spring, the snow under the trees will take longer to melt, reducing the storm peak.

NVCA's Healthy Waters Program also helps farmers increase flood resiliency through providing technical advice and grant incentives.



Servicing Our Watershed Communities

Educating Our Youth

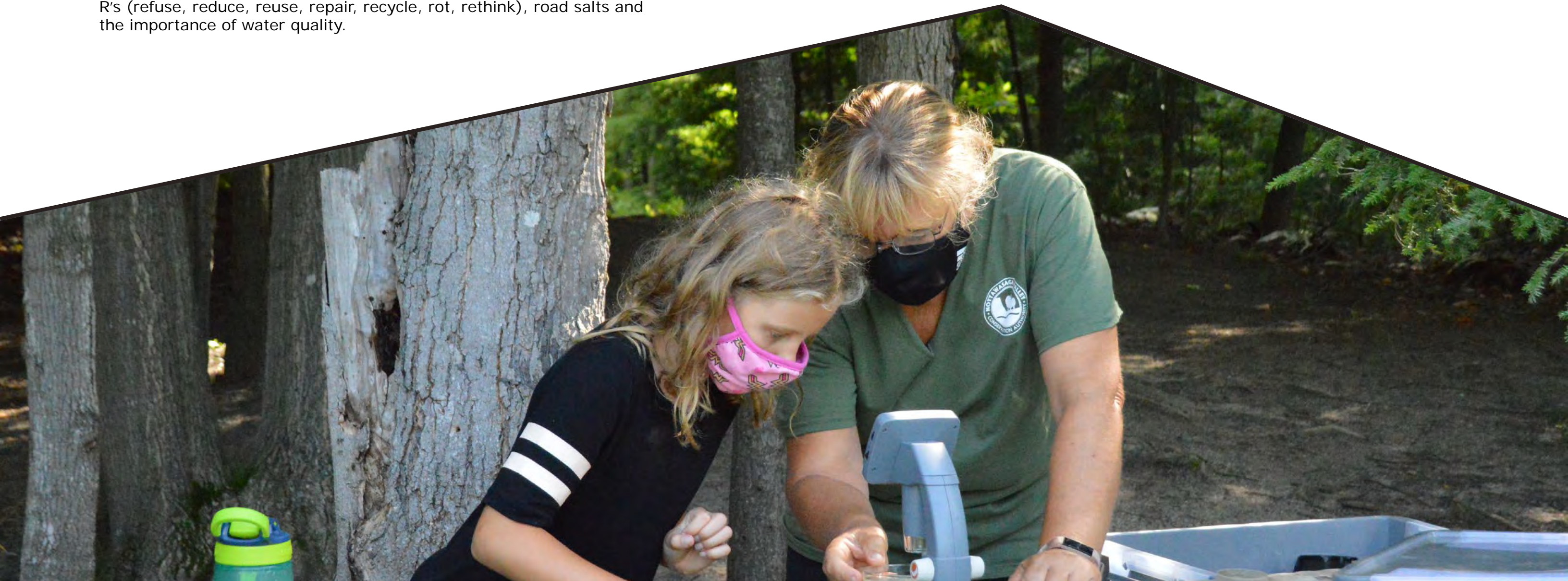
Each year, NVCA educates our youth about the wonders of nature and the environment in our watershed. These topics are often discussed among family members at home, inspiring families and communities to make change.

In 2021, some the topics that were introduced to youth include the 7 R's (refuse, reduce, reuse, repair, recycle, rot, rethink), road salts and the importance of water quality.

Teaching Hope in Climate Change

Targeted towards youth in Grades 4-8, NVCA's Education team developed a new climate change program. Through using games and technology, students will learn about what climate change is and how they and their families can make better choices to create change. As eco-anxiety is as prevalent as ever, program content will focus on the positive work that humans have done and will continue to do to make change.

This program is built on the current green energy education program. With tablets generously donated by Enbridge, students scan QR codes to launch videos about how green energy can help reduce climate change. Staff made new videos to highlight other features at the Tiffin Centre for Education, such as wetlands, and talk about the roles of those areas in climate change.





Our Conservation Areas

Outdoor spaces provide many benefits for humans, including the ability to reduce symptoms of stress, anxiety, depression, and attention deficit/hyperactivity disorder. Regular use of natural areas for physical activity can reduce the risk of mental health problems by 50%.

The benefits of walking or running in a natural setting compared to indoors include greater sense of revitalization and positive engagement, decreased tension, confusion, anger, and depression, increased energy, and a greater intent to repeat the activity.

Providing Nature Spaces for Our Communities

Visitors to NVCA's conservation areas have been increasing every year, but visitor numbers exploded in 2020 when many other activities were not available to the public due to the pandemic. Usage continued to grow in 2021, however, it was the sale of annual parking passes that saw the most significant increase, doubling annually since 2019. This is an indication that visitors value and enjoy the experiences provided by NVCA's conservation areas and recognize the value these greenspaces provide.

New Infrastructure at Utopia Conservation Area

With funding support from the Ontario Trillium Foundation and extensive community fundraising by the Friends of the Utopia Gristmill and Park, accessible, compostable washrooms were installed to compliment the newly resurfaced accessible hiking trails. Interpretive signs were installed along the trail system to highlight the natural features and history of the property.

A new parking lot is available for visitors for passive recreation, like hiking, bird watching or cross-country skiing.

Fundraising efforts are ongoing to continue with the implementation of the 2020 Utopia Master Plan.



New Parking Lot for Petun Conservation Area

The Petun Conservation Area may be located in the far, western reaches of the Nottawasaga Watershed, but that doesn't mean the property is any less important than NVCA's more central properties.

The Petun Conservation Area is one of the highest points along the Niagara Escarpment and part of the Bruce Trail transects its hills and forests. The property also supports an externally managed, seismic monitoring station that measures ground motion which can determine location and magnitude of earthquakes.

The increase of visitors noted at all of NVCA's conservation areas, was particularly pronounced at the Petun Conservation Area. In partnership with the Bruce Trail, Georgian Triangle Anglers Association and the Town of the Blue Mountains, NVCA developed year-round parking to accommodate passive recreational visitors. This project will improve the safety of visitors to the site, allowing them to park within the property boundaries and off the road.





Festivals Canada Funding

Every year, the Festival at Fort Willow welcomes Grade 7 students from across the watershed to learn how the Historic Fort Willow Conservation Area was used before, during and after the war of 1812. For the second year in a row, this annual festival was cancelled.

With support from Local Festivals, a grant through the Federal government, NVCA's Lands and Communications teams recreated the festival and bringing it to students through a virtual field trip. Reenactors, local experts, indigenous representatives and an archeologist provided curriculum-based information that would otherwise have been provided at the festival.

The interactive video will be provided to the Simcoe County District School Board, the Simcoe Muskoka Catholic School Board and Bluewater District School Board.

Support

Excellent Customer Service

Although most staff continued to work remotely in the second year of the COVID-19 pandemic, NVCA continued to provide excellent customer service to our watershed residents.

The Information Management team was able to meet the needs of staff allowing access to centralized information to carry out CA business. The databases and application built over the years provided easy transition to remote working. NVCA's new phone system, with collaborative tools, staff was able to maintain good communication with our partners, the public, and co-workers.

Budget Review

In anticipation of the changes to the *CA Act*, regulations and the move towards categorizing the work of conservation authorities, the Finance team completed a preliminary review of the budget to determine how NVCA may be impacted.

This involved going through many spreadsheets line by line, as well as creating a new potential platform for future budgets as new regulations are approved.

Switch to Hybrid Working

Prior to the COVID-19 pandemic, NVCA was facing increasing pressure to construct a new building to accommodate the growing number of staff. As remote working proved to be a good alternative, staff will be transitioning to a hybrid working model, working from the office and remotely.

NVCA's Management team reorganized the John Hix Administration Building to accommodate shared offices and hoteling stations, preventing the construction of a new building.



Retrained Staff Accessibility

NVCA continues to be committed to identify, prevent and remove barriers that may limit access to our services, facilities and information. We are dedicated to creating a sustainable culture that continues to facilitate inclusive environments for continued success.

All NVCA staff received mandatory accessibility training for documents that are posted to websites to ensure that they are accessible for people using assistive technologies such as screen readers.

IT Security

Protecting interest of the public and our staff, the Information Management team incorporated additional security practices to NVCA's data and back-up data centre. NVCA implemented industry standards for cyber threats, additional securities on network access, and were able to migrate our data to a new back-up data server.

Revenues and Expenses

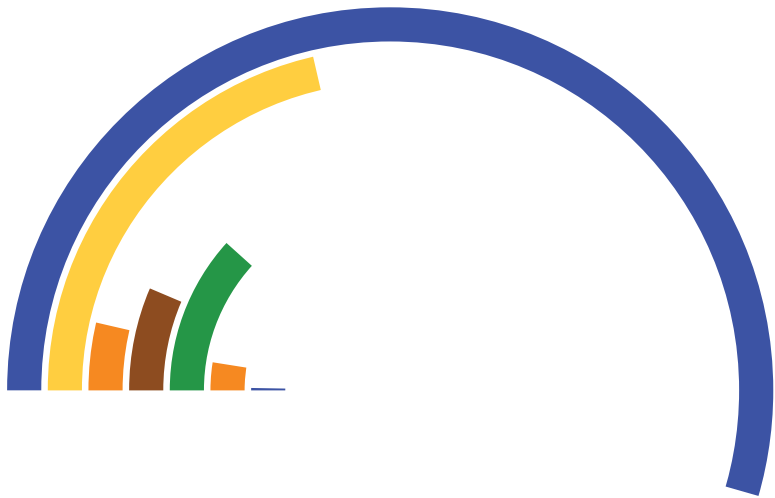
NVCA’s total 2021 operational budget was \$4,949,422. Revenue came from diverse sources, including member municipalities, provincial and federal governments, local non-governmental partners, and user fees for programs and services and the NVCA ended the year with revenue at 5,104,491. Operational expenses for the year came in at \$5,055,642.

In 2021, NVCA purchased \$65,802 in capital assets (from an approved capital budget of \$293,287), funded through the capital asset levy. The NVCA was able to delay the purchase of some assets due to COVID-19.

This financial information is condensed from year-end, unaudited, statements. The auditor’s report for the year ending December 31, 2021, is posted on the NVCA website at nvca.on.ca once approved by the Board of Directors.

Revenues

- Municipal Levy, 45.5%
- User Fees, 22.3%
- Federal Grants, 16.2%
- Provincial Grants, 5.7 %
- Contributions & Donations 8.3%
- Municipal Grants, 1.8 %
- Reserves & Other, 0.2 %



Expenses

- Planning Services, 26.9%
- Engineering - Special Projects, 1.6%
- Flood Forecast & Warning, 5.4%
- Watershed Science, 9.0%
- Corporate Services 11.2%
- Information Management & Technology, 5.3%
- Governance, 6.6%
- Conservation Lands, 10.9%
- Stewardship, 18.8%
- Education, 4.4%



NVCA Staff as of December 2021

CHIEF ADMINISTRATIVE OFFICER
Doug Hevenor

CORPORATE SERVICES
Sheryl Flannagan, Director
Finance & Administration
Haleigh Ferguson, Executive Administrator
Kerry Jenkins, Administrative Assistant
Christine Knapp, General Accountant
Felicia Najudjaja, Accounting Clerk
Kelcey Montag, Accounting Clerk
Kimberly Winder, Receptionist/Administrative Assistant

Communications
Maria Leung, Communications Coordinator

Information Management and Technology
Hendrik Amo, Manager GIS/IT
Robert Bettinelli, Information Management and Technology Specialist
Lyle Wood, GIS Analyst

WATERSHED MANAGEMENT SERVICES
Chris Hibberd, Director

Engineering & Flood Program
Mark Hartely, Senior Engineer
Megan Durkin, Water Resource Engineer
Marianne Maertens, Water Resource Engineer
Michael Saunders, Engineering Technologist
Sheri Steiginga, Flood Operations Field Specialist

Watershed Science
Ryan Post, Manager
David Featherstone, Senior Ecologist
Ian Ockenden, Watershed Monitoring Specialist
Sarah Thompson, Watershed Monitoring Technician
Taryn Arsenault, Watershed Monitoring Technician
Mackenzie Clark, Watershed Monitoring Technician

Planning
Ben Krul, Manager
Emma Perry, Planning Ecologist
Amy Knapp, Supervisor, Planning Services

Regulation & Enforcement
Tyler Mulhall, Regulations Technician
Kate Thomson, Regulations Technician
Meagan Kieferle , Regulations Technician

CONSERVATION SERVICES
Byron Wesson, Director

Lands & Operations
Kyra Howes, Manager
Clint Collis, Lands & Operations Technician
Mike Bacon, Lands & Operations Technician
Spencer Macdonald, Lands & Operations Technician

Environmental Education
Naomi Saunders, Manager
Susan Hall, Education Assistant
Emily Febrey, Environmental Education Associate
Charlotte Driscoll, Environmental Education Associate
Jo-Ann White-McKenna, Environmental Education Associate
Vandita Watts, Environmental Education Associate
Samantha Smith, Environmental Education Associate
Stephanie Zsolnay, Environmental Education Associate

Forestry
Rick Grillmayer, Manager

Stewardship
Fred Dobbs, Manager
Sarah Campbell, Aquatic Biologist
Shannon Stephens, Healthy Waters Program Coordinator
Laura Wensink, Restoration Biologist



Nottawasaga Valley
Conservation Authority

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@nottawasagaca



REPORT TO COMMITTEE

To: Chair Rentsch and Members of the Health and Human Services Committee

From: Anna McGregor, Director of Community Services

Meeting Date: June 23, 2022

Subject: **Community Safety and Well-Being Plan 2021 Annual Report**

In Support of Strategic Plan Priorities and Objectives:

Good Governance - ensure transparency, clear communication, prudent financial management

Inclusive and Supportive Community – support efforts to address current and future needs for a livable community

Purpose

The purpose of this report is to share the Community Safety and Well-Being Plan 2021 Annual Report.

Background and Discussion

The Provincial Government enacted legislation through the Comprehensive Ontario Police Services Act, 2019, requiring municipal governments to adopt Community Safety and Well-Being (CSWB) plans. The legislation stated that every municipal council was required to develop and adopt these plans by working in partnership with a multi-sectoral advisory committee, effective January 1, 2019 and to be completed by January 1, 2021. That date was then extended to July 1, 2021.

Creating the Original Plan

The County of Dufferin was recognised as the lead for the coordination and development of the Dufferin CSWB Plan. Despite the unforeseen challenges the pandemic created, Dufferin did move forward with work on the plan.

The Advisory Committee met several times, with ongoing support from consultant, Jennifer Kirkham.

The Advisory Committee reviewed survey data gathered from the general public and local community partners, reviewed, local demographic and service data, and then built the physical plan which identified strategic partners for implementation of the plan. Dufferin was been able to build upon many existing partnerships and collaborations. Many of the strategic partner agencies were already part of the Advisory Committee.

Following approval at both the County and lower tier levels. The first Dufferin County Community Safety and Well-Being Plan (2021-2024) was submitted to the Office of the Solicitor General on June 16, 2021.

Moving Forward

The former Advisory Committee then formed an Integration Table, to ensure the priority areas identified in the plan were addressed. With help from the consultant the Integration Table worked on setting the foundation for taking this work forward. They set in place a timetable for meetings, quarterly reporting structure, agenda and minute templates and an annual action plan. County staff also helped to facilitate that work.

For Year 2 of this work the focus will be on more engagement with the local community, the Lead Tables and the lower tier municipalities.

Financial, Staffing, Legal, or IT Considerations

The initial costs for the development and update of a County wide CSWB came from the Rate Stabilization Reserve from the 2020 and 2021 budget years. However, there still have been no funding announcements to support the implementation of the plans, the review of the plans or the creation of updated plans.

At this time, many of the areas of work identified in the plan for implementation will be addressed by existing committees and planning tables.

However, resources will continue to be needed to continue this work. Those resources currently do not exist within the Community Services Department. Additional funding will be required in order to retain consultancy services, to continue to move forward with the plan.

Recommendation

THAT the report of the Director, Community Services dated June 23, 2022, titled Community Safety and Well-Being Plan 2021 Annual Report, be received;

AND THAT staff be directed to forward the annual report to each lower tier municipalities for their review;

AND THAT Council approve up to \$15,000 to be set aside from the Rate Stabilization Reserve, in 2022, to assist with ongoing engagement and administration costs for the plan.

Respectfully Submitted By:

Anna McGregor
Director, Community Services

Attachment – Dufferin County Community Safety and Well-Being Plan 2021 Annual Report



Dufferin County

Community Safety and Well-Being Plan 2021 Annual Report

June 14, 2022

Contents

02 A Summary of
Community Safety and
Well-Being Planning in
Ontario

03 Our Approach

04 Priority Area Updates

10 Moving Forward and a
Call to Action

11 Acknowledgements

A1 Appendix

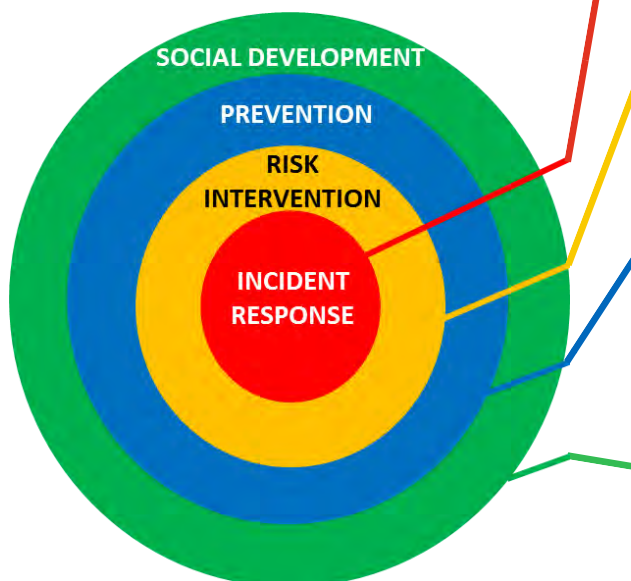
Community Safety and Well-Being Planning In Ontario: A Brief Summary

The *Comprehensive Ontario Police Services Act, 2019* mandates every municipal council to prepare and adopt a Community Safety and Well-Being Plan. Under the legislation, municipalities have the discretion and flexibility to develop joint plans with surrounding municipalities. The municipalities in Dufferin are working collaboratively to develop a shared Community Safety and Well-Being Plan for all of Dufferin County.

As part of the legislation, the province mandated a number of requirements. Municipalities must:

- Prepare and adopt a Community Safety and Well-Being Plan
- Work in partnership with a multisectoral advisory committee comprised of representation from the police service board and other local service providers in health/mental health, education, community/social services and children/youth services
- Conduct consultations with the advisory committee and members of the public

The Ontario **Community Safety and Well-Being Planning** framework operated as a guide in developing the Dufferin County Community Safety and Well-Being Plan. This framework focuses on collaboration, information sharing and performance measurement, and identifies four areas in which communities can be made safer and healthier:



INCIDENT RESPONSE - *Critical and non-critical incident response*, or what is traditionally thought of when referring to crime and safety, including service responses such as police, fire, a school principal expelling a student, etc.

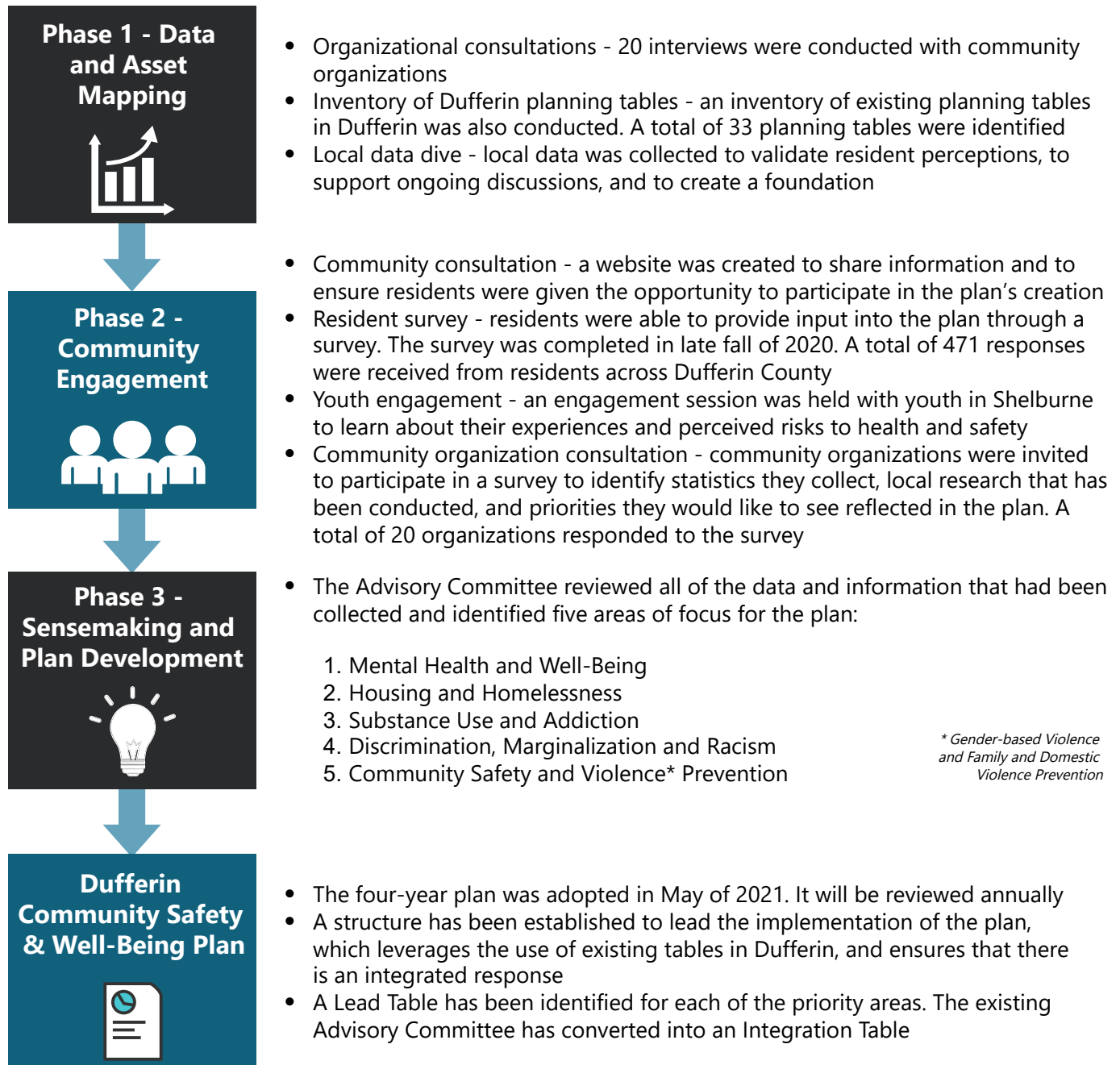
RISK INTERVENTION - *Mitigating situations of elevated risk* by multiple sectors working together to address situations where there is an elevated risk of harm (stopping something bad from happening right before it is about to happen).

PREVENTION - *Proactively reducing identified risks* by implementing measures, policies or programs to reduce priority risks before they result in crime, victimization or harm.

SOCIAL DEVELOPMENT - *Promoting and maintaining community safety and well-being* by bringing together a wide range of sectors, agencies and organizations to address complex social issues from every angle.

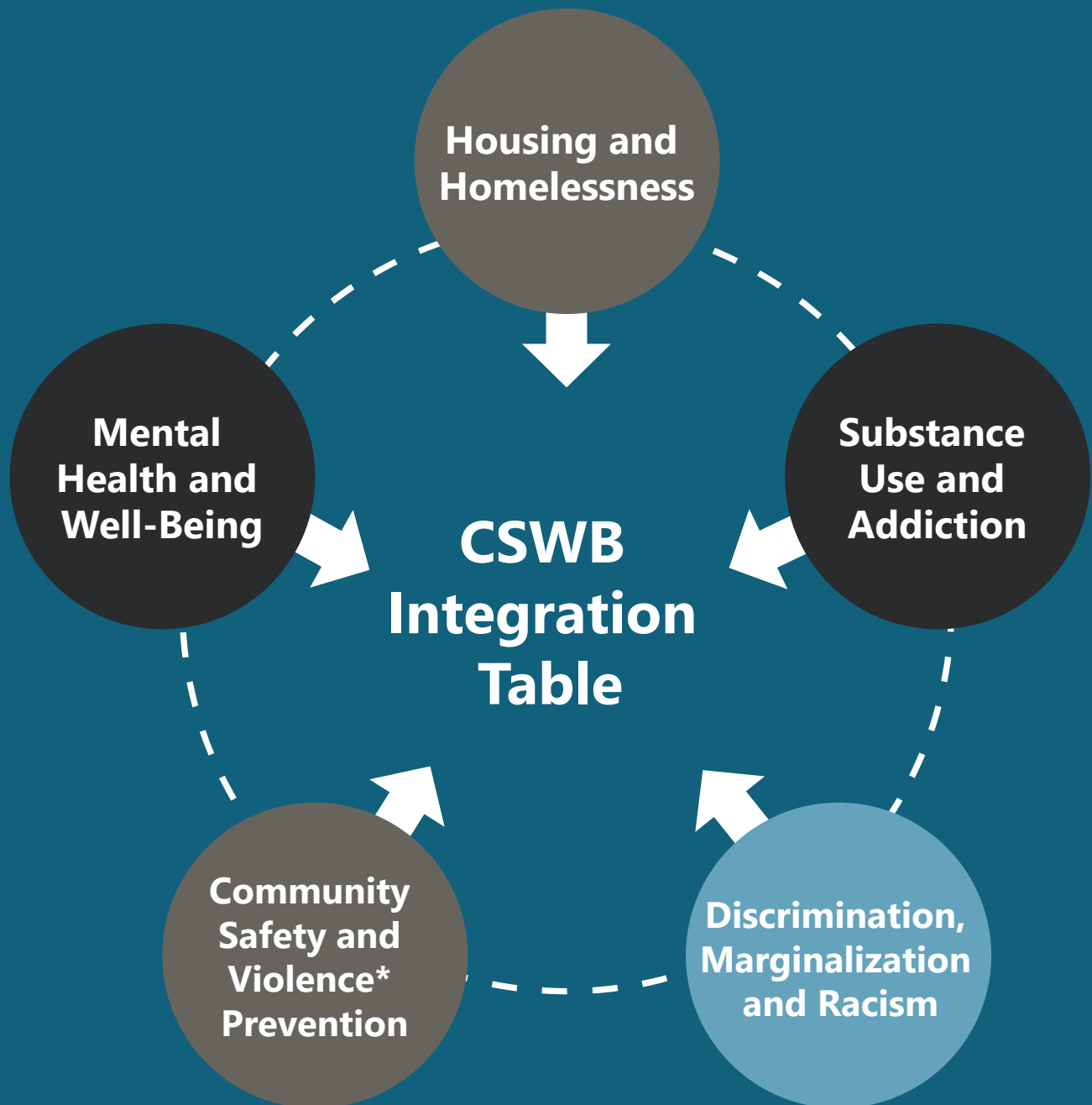
Dufferin's Approach to CSWB

Our approach to developing the Dufferin Community Safety and Well-Being (CSWB) Plan and the four year plan itself is aligned with Ontario's Framework and critical success factors. An Advisory Committee was established to guide the development of Dufferin's CSWB Plan. This committee was comprised of a broad cross-section of organizations. The Advisory Committee (later named Integration Table) met over the course of 2020 and early 2021 to facilitate three phases of the planning process. These phases included:



With the ongoing COVID-19 pandemic situation, the Integration Table (see page 11 for list of organizations) continues with this extremely important work through an online process.

Priority Area Updates



Mental Health and Well-Being

Lead Table: Hills of Headwaters Collaborative Ontario Health Team (HOH OHT) Mental Health and Addictions (MH&ADD) Community Sector Working Group

About: The Ontario Health Teams (OHT) were asked to identify priority populations for their new integrated care pathways in the first three years of implementation, and the HOH OHT identified MH&ADD as a priority population. The Ministry of Health and Long Term Care accountabilities indicate that MH&ADD work should focus on several critical milestones including:

- Care is re-designed for mental health and addiction patients
- Mental health and addiction patients experience coordinated transitions between providers
- Mental health and addiction patients have access to 24/7 coordination and system navigation services

These are in accordance with key pillars of the HOH OHT strategic vision which aims to:

- Better integrate mental health and addictions services to expand access and improve care
- Decrease the health equity gap across the community
- Better connect other health services to primary care and specialized care
- Focus on COVID-19 pandemic response and recovery

2021 Areas of Focus:

1. Expand access to mental health services and supports
2. Improve care

2021 Update:

- The Dufferin Caledon Integrated Crisis Response working group has achieved cross-sectoral partnerships including a mix of clinical and non-clinical approaches. The team responds to crisis in the community, when possible, to prevent unnecessary ER visits. Crisis workers from any agency can accompany each other on a crisis call. Getting connected to support as soon as possible decreases the frequency of ER visits and allows for proactive intervention. Jointly responding to crisis calls with OPP has positively impacted the need for apprehensions related to mental health crisis. The Integrated Crisis Response group has been working with Openly Consulting Group to conduct a thorough review of crisis services in the region. To date 15 stakeholder interviews and a stakeholder engagement snapshot has been completed. The review identified barriers and gaps and recommendations on how to move ahead with implementation
- The Community Response Working Group mobilized during the COVID-19 pandemic as a collaborative response to the local needs of community and service providers. The group was recognized provincially with a 'Bright Lights' Award at the AFHTO annual conference on October 27, 2021, specifically for providing a community response to COVID-19 due to our collaborative efforts to address mental health and well-being. This working group continues its efforts in the wellbeing and resilience of all health human resources. To date the group has completed 8 resiliency initiatives on compassion fatigue, reducing stress, psychological personal protective equipment. The group will continue to offer workshops the offer ways to manage stress, burnout and taking care of mental health during COVID-19

Housing and Homelessness

Lead Table: Dufferin County Equity Collaborative (DCEC) Housing & Homelessness Working Group

About: The DCEC Housing & Homelessness Working Group was formed in Spring 2019. The group's 2021 goal was that "*members of the community will have equitable opportunities to find and maintain housing. Housing instability and homelessness will be prevented.*"

2021 Areas of Focus:

1. Address housing affordability, availability and equity
2. Prevent housing instability and homelessness
3. Maintain, and where possible, improve housing
4. Meet a range of complex community needs

2021 Update:

INTENDED RESULTS	HOW WE MADE A DIFFERENCE IN 2021
Increase awareness of housing and homelessness challenges in Dufferin County	<ul style="list-style-type: none">• Continued disbursement of the "Are You Homeless in Dufferin" contact cards out to the community• Created the housing postcard campaign to give voice to people who were struggling with housing and homelessness. Over 1,000 postcards were distributed to agencies in the community to pass on to their clients, staff, and volunteers. The postcards were self-addressed and people were asked to fill it out and send them to the Town of Orangeville to help stress the need for more affordable housing in the area
Increase access to affordable rental housing options	<ul style="list-style-type: none">• Implemented OPHI/CHHAP/COHB Housing Allowances:<ul style="list-style-type: none">• OPHI provided housing allowances to 55 households• COHB provided a total of 22 households with a portable housing benefit• CHHAP provided 16 chronically homeless individuals with a portable housing allowance
Greater prevention initiatives to help maintain existing housing	<ul style="list-style-type: none">• Increased funding - Social Services Relief Funding and Reaching Home funding to help obtain/maintain housing
Explore options to increase supply of affordable housing options	<ul style="list-style-type: none">• Background discussions and research took place on potential ideas to increase supply (i.e. tiny homes, trailer parks, developers and landlords, etc.)

Substance Use and Addiction

Lead Table: The Dufferin Caledon Drug Strategy

About: The Dufferin Caledon Drug Strategy started back in 2017 as a group of community agencies coming together to organize a local event in recognition of Overdose Awareness Day on August 31. At that time, the agencies felt strongly that something needed to be done to draw awareness and offer support to the community as the number of overdose related deaths were increasing and the “Overdose Awareness Day” Committee was formed. Over the years the committee has stayed committed to increasing the community’s awareness of the issue and morphed into the “Dufferin Caledon Drug Strategy” in 2020 recognizing that the work needed to be broader than just organizing a one day event each year.

2021 Areas of Focus:

1. Reduce the harms related to substance use and/or addictive behaviours
2. Expand access to substance use and addiction services and supports
3. Improve care

2021 Update:

The work focused on designing and rolling out an Anti-Stigma campaign that was based on the work of the British Columbia government campaign “People who use drugs are real people” with the call to action “Stop the Shame. Stop the Blame. Stop the Stigma.” Focus groups were held so the campaign could be informed by voices of those with lived experience. Posters and rack cards were created that included pictures of local community members who lost their lives to overdoses. An educational video was also developed featuring the stories of people with lived experience or family members. Campaign (including focus groups, print material and video) were financially supported by the Hills of Headwaters OHT.

**SONS.
DAUGHTERS.
FRIENDS.
PARENTS.**

People who use drugs
are real people.



**STOP THE SHAME.
STOP THE BLAME.
STOP THE STIGMA.**

DRUG STRATEGY
Dufferin Caledon

The Dufferin-Caledon Drug Strategy committee needs your help to end drug use and drug-related stigma. Addiction can affect anyone—your family members, your friends, your co-workers. Sadly, there are those who don't survive.

It doesn't have to end this way.

With your help, we can challenge these stereotypes and get support for those who are in need.

Help us raise awareness about addiction and drug-related stigma to save lives.

If you or someone you care about is affected by the ongoing use of substances, there are community resources available to help in Dufferin and Caledon.

For more information on this campaign, the Dufferin-Caledon Drug Strategy Committee and for event updates, please visit www.hillsofheadwaterscollaborative.ca/addiction-support-information/ or scan the following QR code:



You can also find us on:
 @DufferinODAwarenessCommittee

#EndtheStigmaDufferinCaledon

This campaign was funded by the:

**HILLS
HEADWATERS
COLLABORATIVE**

Creative adapted from the *Stop Overdose BC* campaign, launched by the British Columbia Ministry of Mental Health and Addictions in 2018.

Discrimination, Marginalization and Racism

Lead Table: Diversity, Equity, and Inclusion Community Advisory Committee

About: The Diversity, Equity, and Inclusion Community Advisory Committee (DEICAC) will support provide advisory support in the following areas but not limited to:

- Identifying systemic barriers faced in accessing county services, information, programs and facilities
- Strategies for building connections and fostering a deeper sense of inclusion and belonging especially for marginalized groups
- Proposed County of Dufferin initiatives, services, and policies to meet changing needs of a diverse community
- Employment and employee awareness policies, initiatives, and programs
- Provide recommendations on opportunities for education and awareness programs for the Committee, Council and staff on anti-racism, diversity, equity and inclusion
- Development of a DEICAC Strategic Plan

2021 Areas of Focus:

The DEICAC is a newly formed committee and has not yet established a formal work plan. In addition, Shelburne has an Anti-Black Racism, Anti-Racism and Discrimination Task Force. We will work with these new tables to determine community goals and strategies.

2021 Update:

The work conducted throughout 2021 focused on an environmental scan of all County of Dufferin departments, as well as the creation of subcommittees to closer evaluate current County services/programs from a DEI lens. Also in 2021, DEICAC will be working to develop a strategic plan to help drive and prioritize areas of focus for the community in the upcoming years. Working in conjunction with the Advisory Committee, the DEICAC is committed to supporting the work outlined by the local Community Safety and Well-Being Plan, with a focus on the Discrimination, Marginalization, and Racism priority area.

Community Safety and Violence* Prevention

Lead Table: Dufferin/Caledon Domestic Assault Review Team (DART)

About: The Dufferin/Caledon Domestic Assault Review Team (DART), established in 1994, is a group of representatives from the County of Dufferin and Town of Caledon (Region of Peel) criminal justice, medical, child protection and community service agencies. Each agency has an individual mandate to deal with domestic abuse either supporting victims, or children who have been exposed to abuse, or the perpetrators of the abuse.

The work of the Committee is accomplished through agency representatives who take part in interagency decision-making, by commitment to the Protocol, by commitment to deal with new challenges as they emerge and with the assistance of interagency agreements.

2021 Areas of Focus:

This priority area will focus on crime, mobility safety, and the prevention of domestic and family violence. The Lead Table is in the process of determining goals and strategies specific to Gender-based Violence and Family and Domestic Violence Prevention.

2021 Update:

During 2021, the committee worked on a few projects including major updates to the DART website and a workshop entitled, 'Language Matters' with speaker Pamela Cross which took a look at the importance of the language we use to describe gender-based violence and how it impacts how people understand the message. The DART Coordinator also supported the Survivor Panel in four meetings throughout the year. They began a new initiative called the Notebook Project where the panel members wrote messages of hope in notebooks for other survivors to help inspire and support them through their journey.

The DART committee, endorsed the local Community Safety and Well-Being Plan, and committed to act as the Lead Table for the Community Safety and Violence* Prevention.

** Gender-based Violence and Family and Domestic Violence Prevention*

Moving Forward and a Call to Action

Moving Forward

As agencies work together to follow the plan, we recognize that this is a constantly moving process. This work does not operate in a vacuum. The work and the plan will continue to evolve over time. We will move back and forth between different stages as we progress. Moving forward we must:



- Promote and maintain CSWB on an ongoing basis
- Respond to emergency needs
- Focus on risk intervention and how to deliver services/programming despite challenges
- Know that prevention will become more evident as we see the positive effects of decisions and actions



- Continue to strengthen collaboration and commitment among community partners, organizations, and residents
- Recognize that no single individual, agency or organization can fully own the work
- Keep the "big picture" in mind, knowing that the current priorities of the plan are all interconnected
- Leverage what we each bring to the table




- Recognize some needs and services change over time
- Acknowledge that engagement and consultation will take place at different times
- Explore new ways of delivering services, seek opportunities
- Shift and realign services/programming
- Change the impossible to the possible

Call to Action

We open the invitation to others to join the effort to improve the safety and well-being of the residents of Dufferin County. How you can be part of the action:

- Share this report with your contacts
- Spread the word about the CSWB Plan
- Answer future surveys
- Visit and take part in *Join In Dufferin*

Join In Dufferin: 
<https://joinindufferin.com>

Acknowledgements

It takes many people and community partners to promote and maintain community safety and well-being. We have leveraged existing planning tables to maximize their great work and to help us continue to move the needle on community safety and well-being in Dufferin. Let us continue together with our collaborative approach to create a vibrant, equitable, inclusive, safe and healthy community.

We gratefully acknowledge the efforts of all individuals, local agencies and service providers involved in doing this important work. We appreciate and want to thank all of you. In particular we would like to recognize the people and organizations that are a part of the Community Safety and Well-Being Lead Tables and the Integration Table:

- Alzheimer Society of Dufferin County
- Caledon\Dufferin Victim Services
- Canadian Mental Health Association Peel Dufferin (CMHA)
- Community Living Dufferin
- County of Dufferin- Community Services Department
- County of Dufferin - Paramedic Services
- County of Dufferin Diversity, Equity, Inclusion Community Advisory Committee
- DC MOVES¹/DCEC²
- Dufferin Area Family Health Team (DAFHT)
- Dufferin Caledon Domestic Assault Review Team (DART)
- Dufferin Caledon Drug Strategy Committee
- Dufferin Child and Family Services (DCAFS)
- Dufferin Community Foundation
- Dufferin OPP
- Dufferin Situation Table
- Family Transition Place (FTP)
- Headwaters Communities in Action (HCIA)
- Hills of Headwaters Ontario Health Team Mental Health and Addictions Work Group
- Orangeville Probation and Parole Services
- Services and Housing In the Province (SHIP)
- White Owl Native Ancestry Association

We would also like to acknowledge our municipal partners:



A People Place, A Change of Pace
SHELBURNE
ONTARIO, CANADA

¹ DC MOVES - Dufferin County – Managing Organizing Validating Engagement Strategy

² DCEC - Dufferin County Equity Collaborative

Appendix A

GLOSSARY OF TERMS, ACRONYMS, & ABBREVIATIONS

- CHHAP - Chronic Homeless Housing Allowance Program
- Chronic homelessness: refers to individuals who are currently experiencing homelessness AND who meet at least 1 of the following criteria: they have a total of at least 6 months (180 days) of homelessness over the past year; they have recurrent experiences of homelessness over the past 3 years, with a cumulative duration of at least 18 months (546 days)
- CMHA - Canadian Mental Health Association Peel Dufferin
- COHB - Canada-Ontario Housing Benefit
- *Comprehensive Ontario Police Services Act, 2019* - is a law in the province of Ontario that brought a number of reforms to policing in the province. It mandates that every municipality across Ontario must have prepared and adopted a Community Safety and Well-being Plan by July 2021
- CSWB - Community Safety and Well-being
- DAFHT - Dufferin Area Family Health Team
- DART - Domestic Assault Review Team
- DCAFS - Dufferin Child and Family Services
- DCEC - Dufferin County Equity Collaborative
- DC MOVES - Dufferin County – Managing Organizing Validating Engagement Strategy
- DEI - Diversity, Equity, and Inclusion
- DEICAC - Diversity, Equity, and Inclusion Community Advisory Committee
- FTP - Family Transition Place
- HCIA - Headwaters Communities in Action
- HOH OHT - Hills of Headwaters Collaborative Ontario Health Team
- Integration Table - a cross-sectoral table which will ensure a proactive, balanced and collaborative response across the five priority areas. This table works to ensure an integrated response to community safety and well-being which leverages resources and recognizes the interrelationships amongst the five priority areas
- Lead Table - an existing planning table that is leading the implementation of strategies and actions in each of the five priority areas
- MH&ADD - mental health and addictions
- OHT - Ontario Health Team
- OPHI - Ontario Priorities Housing Initiative Housing Allowance Program
- OPP - Ontario Provincial Police
- Outcomes: actions, behavior changes, etc., that contribute to overall goals
- SHIP - Services and Housing In the Province

July 6, 2022

Honourable Steve Clark
Minister of Municipal Affairs and Housing
17th Floor, 777 Bay St.
Toronto ON M7A 2J3

Via Email

Dear Minister Clark:

Re: Removal of Municipal Councillors Under Prescribed Circumstances

City Council, at its meeting held on May 30, 2022, considered the above-noted matter and passed Resolution No. R-220530-013 as follows:

"WHEREAS across municipal councils in Ontario there have been appalling instances of misogyny and hatred; and

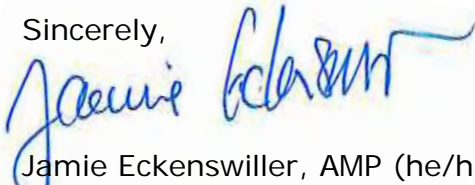
WHEREAS the powers of the Office of the Integrity Commissioner do not include the ability to recommend expulsion of councillors;

NOW THEREFORE BE IT RESOLVED THAT City Council direct staff to send a letter to the Ministry of Municipal Affairs and Housing with copies being sent to the federal government, provincial government, Association of Municipalities of Ontario (AMO), and all Ontario municipalities, requesting that the Ministry:

- 1. Study the merits of allowing the recall of municipal councillors under carefully prescribed circumstances, including displays of hatred, misogyny and all forms of discrimination; and**
- 2. Facilitate strengthened and ongoing orientation and training sessions for councils, local boards, and committees."**

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,



Jamie Eckenswiller, AMP (he/him)
Deputy Clerk
City of Owen Sound

cc. Government of Canada
Government of Ontario
Association of Municipalities of Ontario
All Ontario Municipalities

**The Corporation of the City of Cambridge
Corporate Services Department
Clerk's Division
The City of Cambridge
50 Dickson Street, P.O. Box 669
Cambridge ON N1R 5W8
Tel: (519) 740-4680 ext. 4585
mantond@cambridge.ca**

June 1, 2022

Re: Motion from Councillor Liggett – Ontario Must Build it Right the First Time

At the Special Council Meeting of May 31, 2022, the Council of the Corporation of the City of Cambridge passed the following Motion:

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

WHEREAS all Waterloo Region municipalities, including the City of Cambridge, adopted greenhouse gas reduction targets of 80% below 2012 levels by 2050 and endorsed in principle a 50% reduction by 2030 interim target with the support of bold and immediate provincial and federal actions,

WHEREAS greenhouse gas emissions from buildings represent 45% of all emissions in Waterloo Region, and an important strategy in the TransformWR community climate action strategy, adopted by all Councils in Waterloo Region, targets new buildings to be net-zero carbon or able to transition to net-zero carbon using region-wide building standards and building capacity and expertise of building operators, property managers, and in the design and construction sector,

WHEREAS the draft National Model Building Code proposes energy performance tiers for new buildings and a pathway to requiring net zero ready construction in new buildings, allowing the building industry, skilled trades, and suppliers to adapt on a predictable and reasonable timeline while encouraging innovation;

WHEREAS the Ministry of Municipal Affairs and Housing consulted on changes for the next edition of the Ontario Building Code (ERO #: 019-4974) that generally aligns with the draft National Model Building Code except it does not propose adopting energy performance tiers, it does not propose timelines for increasing minimum energy performance standards step-by-

step to the highest energy performance tier, and, according to Efficiency Canada and The Atmospheric Fund, it proposes adopting minimum energy performance standards that do not materially improve on the requirements in the current Ontario Building code;

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

WHEREAS the City of Cambridge in partnership with area municipalities and utility companies in the Region of Waterloo are actively exploring developing Green Building Standards;

WHEREAS while expensive retrofits of the current building stock to achieve future net zero requirements could be aligned with end-of-life replacement cycles to be more cost-efficient, new buildings that are not constructed to be net zero ready will require substantial retrofits before end-of-life replacement cycles at significantly more cost, making it more cost-efficient to build it right the first time.

THEREFORE BE IT RESOLVED THAT Council request the Province of Ontario to include in the next edition of the Ontario Building Code tiered energy efficiency standards and a timeframe for when higher tiers would become the minimum energy efficiency requirements in the Code, consistent with the draft Tiered National Model Building Code;

THAT Council request the Province of Ontario to adopt a more ambitious tier of the draft Tiered National Model Building Code as a minimum energy efficiency requirement than the tiers currently proposed for the next edition of the Ontario Building Code;

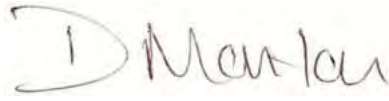
THAT Council request the Province of Ontario provide authority to municipalities to require increased performance in energy efficiency through the implementation of tiered Green Development Standards;

THAT Council request the Province of Ontario to facilitate capacity, education and training in the implementation of the Tiered National Model Building Code for municipal planning and building inspection staff, developers, and homebuilders to help build capacity; and

AND FUTHER THAT this resolution be provided to the Minister of Municipal Affairs and Housing, to area MPPs, and to all Ontario Municipalities.

Should you have any questions related to the approved resolution, please contact me.

Yours Truly,



Danielle Manton
City Clerk

Cc: (via email)
Hon. Premier Ford
Ontario Minister of Health, Christine Elliot
Association of Municipalities of Ontario
City of Cambridge Council



The TOWNSHIP of
NORTH DUMFRIES

2958 Greenfield Road
PO Box 1060
Ayr, ON N0B 1E0

July 15, 2022

RE: Resolution received from the City of Cambridge, regarding Ontario Must Build it Right the First Time

This letter is to advise you that Township Council, at their Council Meeting held on June 27, 2022 adopted the following resolution:

"THAT Township Council support the resolution from the City of Cambridge, regarding Ontario Must Build it Right the First Time:

AND THAT this motion be forwarded to the Ministry of Municipal Affairs and Housing and all municipalities in Ontario."

Please contact the undersigned should you require anything further.

Sincerely,

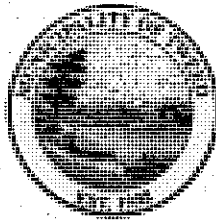
A handwritten signature in blue ink that reads "Ashley Sage".

Ashley Sage, Clerk
Township of North Dumfries

Encl.

The Corporation of the
MUNICIPALITY OF TWEED

255 Metcalf St., Postal Bag 729
Tweed, ON K0K 3J0
Tel.: (613) 478-2535
Fax: (613) 478-6457



Email: info@tweed.ca
Website: www.tweed.ca
facebook.com/tweedontario

July 4, 2022

Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West
Guelph, ON N1G 4Y2

Dear Minister:

Re: Ontario Wildlife Damage Compensation Program

We are writing to you today on behalf of our municipality regarding the administration fees related to wildlife damage claims. This program is necessary to protect our farm producers from the devastating losses incurred when they lose livestock to predators.

At the June 28, 2022 Regular Council Meeting the attached Resolution was passed by Council.

Our Council's concern is the administration fee paid to municipalities to administer the program on the Ministry's behalf which was recently increased from \$30.00 per claim to \$50.00 per claim.

We have recently contracted for a new Livestock Investigator resulting in the following costs directly related to wildlife claims:

Hourly Rate: \$25.00/hour
Mileage Rate: .50/km

On the most recent invoice for this service there were three wildlife claims with costs as follows:

1. April 28, 2022 – 3 hours + mileage = \$95.00
2. May 5, 2022 – 2.5 hours + mileage = \$75.00
3. May 8, 2022 – 3.5 hours + mileage = \$120.00

There is also time spent by municipal staff in preparing the wildlife claims for submission and monitoring the claims for payment to the livestock owner.

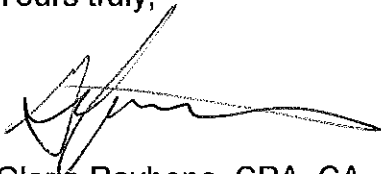
This results in a loss on each wildlife claim for our taxpayers to bear to be able to provide this necessary service to our farm producers.

Ministry of Agriculture, Food and Rural Affairs
Page 2
July 4, 2022

We respectfully request that the Ministry consider increasing the administration fee on wildlife claims to help offset the increasing costs associated with Livestock Investigation.

We look forward to hearing from you about this matter at your earliest convenience.

Yours truly,

A handwritten signature in black ink, appearing to read 'Gloria Raybone', with a long, sweeping horizontal stroke extending to the right.

Gloria Raybone, CPA, CA
CAO/Treasurer

Encl.

cc. Association of Municipalities of Ontario
Ontario Municipalities

**Municipality of Tweed Council Meeting
Council Meeting**



Resolution No.

442.

Title:

Ministry of Agriculture, Food and Rural Affairs

Date:

Tuesday, June 28, 2022

Moved by

Brian Treanor

Seconded by

Jacob Palmateer

WHEREAS the Ontario Ministry of Agriculture, Food and Rural Affairs administers the Ontario Wildlife Damage Compensation Program to provide compensation to farm producers for livestock killed by wildlife;

AND WHEREAS Ontario Municipalities administer the Program on behalf of OMAFRA by appointing a Livestock Investigator and staff to work on wildlife damage claims;

AND WHEREAS the costs associated with wildlife damage claims typically exceed the administration fee of \$50.00 per claim as provided to the Municipality by OMAFRA;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Tweed request the Ministry of Agriculture, Food and Rural Affairs to review the administration fee provided to

Municipalities for the administration of the Ontario Wildlife Damage Compensation Program;

AND FURTHER, that this Resolution be circulated to the Association of Municipalities of Ontario (AMO) and all Ontario Municipalities for their consideration and support.

Carried

Mayor

J. Albert

Draft Notice of Motion for Mulmur Council (Councillor Clark)

WHEREAS Section 121 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may prohibit and regulate the sale of fireworks and the setting off of fireworks; and

WHEREAS the current Noise Bylaw in Mulmur (28-2020) permits fireworks on Victoria Day and Canada Day; and

WHEREAS Mulmur is a rural township with significant wildlife, many farms housing livestock, families with pets, and possible residents suffering from PTSD; and

WHEREAS the research unquestionably supports the significant risk of harm to animals and humans from both the sound associated with the fireworks and the toxic debris left behind; and

WHEREAS even though low-noise pyrotechnics may be an option to prevent the fear and anxiety associated with the noise, it still leaves the toxic debris which will poison any animal when ingested; and

WHEREAS Mulmur values the health and well being of our residents, livestock, and wildlife over the enjoyment of recreational fireworks;

BE IT MOVED THAT Council direct staff to draft a new by-law for consideration at the September Council Meeting, to permanently prohibit year-round, the sale and setting off of fireworks in the Township of Mulmur and include the rationale as noted in the background of this report.

BACKGROUND MATERIALS FOR FIREWORKS MOTION

Mulmur Township Council Meeting – August 3, 2022

Notice of Motion: Cancellation of All Fireworks in Mulmur Council

Submitted By: Patricia Clark, Councillor

Background

Section 121 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may prohibit and regulate the sale of fireworks and the setting off of fireworks.

The following Motion was tabled at the March 2022 Council Meeting, and not approved:

The following sounds are exempt from this by-law, and shall not constitute a contravention of this by-law:.....(e) sound arising from fireworks on Victoria Day and Canada Day before 11pm;"

Therefore, the Noise Bylaw 28-2020 remains in effect. By-law 28-2020 does not explicitly permit fireworks, but rather states that firework noise is exempt from noise complaints on Victoria and Canada day, (meaning that the Township is silent on fireworks, but that the noise from fireworks can be considered a noise complaint on any other day of the year).

It is Council's procedure that it must be six months before a motion can be revisited. Therefore, this Notice of Motion is being presented at the August Mulmur Council meeting for discussion in September 2022.

As the current Noise By-Law still permits fireworks on Victoria Day and Canada Day, the potential harm to livestock, pets, wildlife, and humans will still be significantly affected by permitting fireworks to be used even twice a year.

The research on the harmful effects is well documented and a brief report follows citing the research, concerns, and references.

What the research tells us

Fireworks can trigger PTSD in humans

For some people, fireworks aren't reason to celebrate. The random explosion of fireworks can trigger a startled response in people who have post-traumatic stress disorder (PTSD). The mental health condition develops in some people after they witness a shocking, scary, or dangerous event. For the Veteran suffering from PTSD, especially combat-related PTSD, it can cause an immediate flashback to a place and time when explosions threatened life and limb... a place where comrades did lose their lives... a place they would prefer not to remember... a time they have difficulty forgetting.

Effects on animals

Physical damage to the hearing organs of animals

The hearing of many animals is much more sensitive than it is in humans, so the explosions of fireworks are not only more disturbing to them, but they can damage their hearing more severely. Fireworks can emit sounds of up to 190 decibels (110 to 115 decibels above the range of 75 to 80 decibels where the damage to the human ear begins). Fireworks generate a higher noise level than firecrackers, gunshots (140 decibels), and some jet planes (100 decibels).

Fear and Stress

Firework explosions can produce a blind panic in animals that can lead to serious injury, deep-rooted, debilitating fears, or even death. This is, in part, because the events do not last long enough for animals to become accustomed to the explosions.

In addition to these harms, the noises caused by fireworks harm animals by causing fear. In fact, repeated exposure to unexpected, unpredictable loud noises can cause phobias in many animals, increasing panic reactions to loud noises in the future.

It is estimated that one-fifth of disappearances of animals who are companions to humans are due to very loud sounds, mainly fireworks and storms.

Harmful effects by chemical particles

In addition, firecrackers are poisonous, and their explosion releases harmful particles such as fine dust (PM10) that is toxic to inhale. It can worsen existing diseases and cause others. Therefore, fireworks represent a danger both to animals who live in areas where they explode, or in relatively distant locations when the wind transports the particles. There is also a risk of ingestion of the residue of fireworks and firecrackers. The proximity of the animals to the areas where the firecrackers are made often causes burns and damage to the eyes.

Effects on dogs, cats, livestock, birds, fish, other creatures

The chemicals are dangerous for cats and dogs, just as they are for humans with respiratory diseases such as asthma.

Dogs will show signs of overwhelming anxiety as they are unable to escape from the sound. Noises caused by fireworks and firecrackers can lead to loss of hearing and tinnitus. Dogs are known to suffer irreversible hearing loss caused by proximity to the noise of gunfire.

The effects on **cats** are less obvious, but their responses are similar to those of dogs, such as trying to hide or escape. However, regardless of the fear they have, they have a higher risk of being poisoned.

Horses can easily feel threatened by fireworks due to their hypervigilance since they are constantly on high alert due to possible predators. Horses also act quite similarly to dogs and cats, showing signs of stress and fear, and trying to flee or escape. It is estimated that 79% of

horses experience anxiety because of firecrackers, and 26% suffer injuries from them. Horses and farm livestock are easily frightened by loud noises and sudden bright lights and can be at risk of injuring themselves on fencing, farm equipment or fixtures and fittings within their housing if startled. Sometimes they react to fireworks by trying to jump fences and flee to dangerous areas where they can be run over by cars.

Pregnant **farm animals** sometimes miscarriage.

Research shows that fireworks have a profound effect on **wildlife**. The noise of firecrackers can cause **birds** tachycardia and even death by fright. They can break their necks as they fly into buildings in panic. Birds and small mammals will abandon their nests in fear, they can become disorientated and never return to their homes. As a result, their babies could face starvation or fall victim to predators.

The suffering continues out in the wild, where many **squirrels** and **other creatures** are distressed by the explosions. They abandon their nests and then are left so disorientated that they cannot find their way back to them.

Days after the fireworks displays, the **fish** can ingest the toxic debris of fireworks that land in the ponds, rivers, and streams. They can endure long and painful deaths.

Ducks, swans, and Canadian Geese can suffer too. Researchers have found fireworks are correlated to anxiety, disorientation, stress, and fear. Waterfowl can consume or get entangled in debris left behind by the fireworks.

Other Options

In a news report on CBC dated July 3, 2017, it commented on the low-noise pyrotechnics in Banff Alberta.

Banff, a resort town situated in the Rocky Mountains of Alberta, switched to low-noise pyrotechnics in order to lessen the stress on wildlife and pets, according to Corrie DiManno, the deputy mayor.

"We wanted to minimize the impact on wildlife in the townsite and obviously the surrounding national park, as loud fireworks can be stressful to them," DiManno told the Globe and Mail. "And for us, moving to special-effect pyrotechnics helps us to walk the walk, so to speak. We consider ourselves leaders in this environment preservation so we wanted to make sure that we were doing all we can."

The process of launching fireworks requires two stages, according to the Globe and Mail's report. The first stage includes the firing of the propellant charge, which shoots the fireworks into the air. The second stage contains the explosive charge and the material that makes colorful patterns.

The noise level of the fireworks depends on the chemical composition of the explosive charge and how tightly it's wrapped.

Quiet fireworks aren't a new invention, but they're gaining popularity in parts of Europe, the Globe and Mail notes. Collecchio, a town in Italy, banned regular fireworks in 2015. In Britain, venues near residents, wildlife or livestock only allow for quiet fireworks.

According to the People for the Ethical Treatment of Animals (PETA), shelters across the U.S. report an increase in the number of lost animals after the Fourth of July, as panicked dogs and cats flee from the booms and bangs of typical fireworks. In Canada, Banff received praise from Twitter users, including the president of PETA, Ingrid Newkirk.

The content for this report has been taken from the following websites and research papers:

www.animal-ethics.org/how-fireworks-harm-nonhuman-animals/

<https://www.all-creatures.org/articles2/ar-how-fireworks-harm.html>

<https://www.animal-ethics.org/fireworks-harm-nonhuman-animals>

<https://ctablog.ca/4-dangerous-impacts-of-fireworks>

www.animaladvocatesscpa.com/blog/post/fireworks-impacts-on-pets-and-wildli

assets.publishing.service.gov.uk/government/uploads/system/uploads/attach

[Fireworks: Impacts on Pets and Wildlife - Animal Advocates of South Central PA](#)

[\(animaladvocatesscpa.com\)](http://animaladvocatesscpa.com)

<https://plantbasednews.org/opinion/death-fear-pain-animals-fireworks-not-vegan>

<https://www.cbc.ca/news/canada/calgary/calgary-fireworks-envir...>



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. - 2022

BEING A BY-LAW TO AMEND BY-LAW 38-2021 BEING THE BY-LAW APPOINTING MUNICIPAL BY-LAW ENFORCEMENT OFFICERS

WHEREAS Section 15 of *the Police Services Act*, R.S.O. 1990, Chapter P. 15, authorizes Councils to pass by-laws for the appointing of municipal by-law enforcement officers;

AND WHEREAS Section 227 of *The Municipal Act*, S.O. 2001, Chapter 25, authorizes Councils to pass by-laws for appointing such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of the Council;

AND WHEREAS the municipality has a by-law appointing municipal by-law enforcement officers;

AND WHEREAS Council's Delegation of Authority Policy under Section 270(1) of the *Municipal Act*, 2001, delegates authority to enter into an agreement for the provision of canine control;

NOW THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR ENACTS AS FOLLOWS:

- 1. THAT Schedule A to By-law 38-2021 is amended to read as follows:

CANINE CONTROL

AgapiK9 Inc. (Municipal K9 Control)

MUNICIPAL BY-LAW ENFORCEMENT OFFICERS

Peter Venasse (Town of Orangeville)

Chris Taylor (Town of Orangeville)

- 2. THAT By-law 54-2019 being a by-law to enter into an agreement with Olympus Dog Training”, and all of its amendments, are hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 3rd day of AUGUST, 2022.

.....
MAYOR

.....
CLERK



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. _____-22

**BEING A BY-LAW TO AMEND BY-LAW 09-2022 BEING A BY-LAW
REGULATING SIGNS AND ANY OTHER ADVERTISING DEVICES WITHIN
THE TOWNSHIP OF MULMUR**

WHEREAS the Municipal Act provides that a Council may pass a by-law to prohibit or regulate structures, including signs and other advertising devices;

AND WHEREAS Section 99 of the Municipal Act, sets out rules which apply to a by-law of a municipality respecting advertising devices, including signs;

AND WHEREAS the Township of Mulmur has a by-law regulating signs and advertising on roads and within road allowances;

AND WHEREAS Council is desirable to amend By-law 09-2022 to further restrict the timing for placement of election signs;

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

1. THAT Section 5.0 is hereby amended to include:

5.5 The erection and placement of election signs shall be restricted to:

- a) the drop of the writ for a provincial or federal election;
- b) 45 days prior to election day for a municipal election;

READ A FIRST, SECOND and THIRD TIME, and passed this 3rd day of AUGUST, 2022.

MAYOR

CLERK



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. - 2022

BEING A BY-LAW TO AUTHORIZE A NEXT GENERATION 9-1-1
AUTHORITY SERVICE AGREEMENT WITH THE COUNTY OF DUFFERIN

WHEREAS the Township of Mulmur is desirous of entering into an Agreement with the County of Dufferin for the delivery of 9-1-1 services to the Township of Mulmur;

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

1. THAT the Township enter into an agreement substantially in the form attached hereto.
2. THAT the Mayor and the Clerk are hereby authorized to execute the agreement and all documents in connection with the agreement.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 3rd day of AUGUST 2022.

.....

JANET HORNER, MAYOR

.....

TRACEY ATKINSON, CLERK

THIS AGREEMENT made the 3rd day of AUGUST, 2022 between;

**THE CORPORATION OF THE
COUNTY OF DUFFERIN
(hereinafter called County)**

And

**THE CORPORATION OF THE TOWNSHIP OF MULMUR
(hereinafter called Municipality)**

PURPOSE OF THIS AGREEMENT

The purpose of this agreement is to set out the general terms regarding the delivery of 9-1-1 services to the Municipality and sets out the roles, responsibilities and obligations of the parties with respect to the service.

TERM OF THE AGREEMENT

The term of this Agreement shall commence on August 03, 2022 and shall continue unless terminated earlier in accordance with the procedures outlined within this Agreement.

The Parties agree to review this Agreement a minimum of every five (5) years to determine if amendments are necessary and/or appropriate.

WHEREAS: The County has been the 9-1-1 Authority¹ since 1994;

AND WHEREAS: The municipality wishes that the County continue as the local 9-1-1 Authority;

NOW THEREFORE: for valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. The parties agree that sharing of resources and services promotes the cost-effective and efficient use of public resources and improves coordination and delivery of these services;
2. The Municipality desires to engage the County to render professional services the coordination and operation of 9-1-1 services. Therefore, in consideration of the mutual covenants herein, it is agreed:

¹ "9-1-1 Authority" means the municipality, local service board, first nation, province or any other authorized signing authority responsible for 9-1-1 service operations.

A. 9-1-1 SERVICES BY THE COUNTY

1. The County will provide a 9-1-1 service to the municipality in accordance with Canadian Radio-television and Telecommunications Commission directives, additionally the County will:
 - a) Act as the local 9-1-1 Authority on the municipality's behalf;
 - b) Provide a Next Generation 9-1-1 enabled Primary-Public Safety Answering Point² (P-PSAP)
 - c) Act as a GIS data aggregator, create, maintain and update all boundaries, addressing and mapping information according to applicable standards (MSAG and GIS) and perform quality assurance and control on the data prior to submission;
 - d) Ensure that 9-1-1 specific GIS data layers are provided directly to Bell in a secure manner without transiting through any shared open platform;
 - e) Resolve mapping and addressing discrepancies and/or errors reported to the 9-1-1 Authority by Bell in a timely manner;
 - f) Ensure that all designated PSAPs are compliant with specifications and guidelines outlined in
 - g) Ensure all PSAPs in the Serving Area have and maintain current contact information and make it available as per the National Emergency Number Association (NENA) i3 standard
 - h) Ensure all PSAPs in the Serving Area have and maintain current contact information and make it available as per the NENA i3 standard
 - i) Investigate and resolve any issues, concerns or complaints in relation to the Primary Public Safety Answering Point.
2. In addition to the above, the County will be responsible for:
 - a) Costs associated with the provision of a Next Generation 9-1-1 enabled Primary-Public Safety Answering Point.

² "Primary-Public Safety Answering Point" means an entity responsible for receiving 9-1-1 Calls and directing those 9-1-1 Calls to the most appropriate Secondary PSAP according to a specific operational policy.

B. ROLE OF THE MUNICIPALITY

1. The Municipality shall, either directly or through an agency, board or commission, provide a Public Safety Answering Point³ for purpose of dispatching the appropriate:
 - a) Police, and;
 - b) Fire Department(s).
2. Ensure that each designated Public Safety Answering Point develops and maintains a Continuity of Operations Plan and an Alternate PSAP.
3. Provide the County with the full contact details of all designated Public Safety Answering Points as well as Alternate PSAPs.
4. Work with the County to:
 - a. resolve mapping and addressing related discrepancies and/or errors reported to the 9-1-1 Authority in a timely manner;
 - b. Create and maintain a standards-based notification system workflow process to ensure that addressing plans, road names and subdivision/site plans approved by the municipality are communicated to the County in a timely manner for inclusion in GIS data for the purposes of PSAP dispatching and Next Generation-911;
 - c. Create a standardized process-based authorization mechanism to formalize any changes required to improve emergency service response such as response boundaries and intersection signage;
 - d. Maintain a list of legal apartment units, housing units, strip malls, commercial buildings and condominiums together with attributes on their addresses and unit/suite numbers in addition to their location on the building (ex. floor number, rear, basement, etc.);
5. In addition to the above, the Municipality will be responsible for the following:
 - a) Costs associated with the provision of a Next Generation 9-1-1 enabled Secondary-Public Safety Answering Point;

C. FEES/PURCHASES:

³ "Public Safety Answering Point" means an entity responsible for receiving 9-1-1 Calls from the Primary-Public Safety Answering Point and directing those 9-1-1 Calls to the most appropriate response agency according to a specific operational policy.

1. The fee for professional and administrative staff services outlined in this agreement will be included in the annual levy collected by the Municipality on behalf of the County.
2. Costs for annual training, exercises and public education programs specific to the emergency management are the responsibility of the County.
3. Each party is responsible for all infrastructure and operating costs related to any response to a localized emergency and/or the operation of its local Emergency Operation Centre.
4. Costs related to the use of outside consultants, trainers and/or instructors to fulfill or enhance the Emergency Management Program are the responsibility of the county and the county must be the approval authority for such expenses.

F. INDEMNITY AND INSURANCE

1. The County and the Municipality shall, at all times, indemnify and save harmless the other party, its officers, directors, agents and employees from and against all claims, damages, losses and expenses, including, but not limited to legal fees, court, and arbitration costs, or other proceedings made, sustained, brought or prosecuted that are based upon, or attributable in any way to the negligent acts, errors or omissions of either party in connection with services performed, purportedly performed or required to be performed by the County or the Municipality under this Agreement.
2. Each Party shall, at its own expense, obtain and maintain in full force and effect during the Term, all of the necessary insurance that a prudent person in the same business would carry, including the following:
 - a) General Liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage, to an inclusive limit of not less than \$10,000,000 per occurrence, and the policy shall include the following clauses:
 - i. The other Party(ies) as additional insured with respect to liability arising in the course of performance of services under, or in connection with, this Agreement;
 - ii. Cross liability and severability of interest clauses;
 - iii. Contractual liability (both oral and written);

- b) Errors and Omissions Liability insurance for errors and omissions in the performance of, or failure to perform, its obligations under this Agreement, in an amount not less than \$5,000,000 per claim;
- c) Each Party shall provide a Certificate of Insurance ten (10) days prior to the contract commencing to serve as evidence of the coverage outlined in this Agreement; and
- d) Each Party shall give thirty (30) days written notice if any coverage outlined in this Agreement is reduced, altered or cancelled.

H. DISPUTE RESOLUTION

The County and the Municipality shall attempt to resolve any dispute between them arising out of or in connection with this Agreement. If a dispute cannot be settled within a period of ninety (90) calendar days with the mediator, the dispute shall be referred to and finally resolved by arbitration under the rules of the province having jurisdiction or by an arbitrator appointed by the agreement of the parties.

I. TERM AND TERMINATION

1. Any Party may, at any time, and for any reason, terminate this Agreement upon giving 180 days' prior written notice to the other Party. It is understood that, notwithstanding termination by any Party, the Agreement shall continue in force as between the other Parties.
2. The effective date of the termination of this Agreement shall be the last day of the notice period or such other date as the Parties agree.

J. GENERAL PROVISIONS

1. The Municipality shall continue to actively promote 9-1-1 service within their community.
2. The Municipality shall cooperate with and provide assistance to the County as reasonably required by the County to facilitate the provision of the County obligations under this Agreement.
3. The County shall cooperate and provide assistance to the Municipality as reasonably required by the Municipality to facilitate the provision of the Municipalities obligations under this Agreement.

4. Nothing herein shall be deemed to restrict authority of any of the parties to enter into separate agreements governing the terms and conditions for providing services on terms different than specified herein.
5. Nothing in this Agreement is to be interpreted as affecting or restricting the exercise by any party of any statutory power, duty or function, which may be fully exercised as if this Agreement had not been executed by the parties.
6. The County will comply with all federal, provincial and municipal laws while performing the services hereunder.
7. This Agreement may be amended by written amendment signed by both parties.

SIGNED:

On behalf of the Corporation of the Township of Mulmur on the 3rd day of August, 2022

Janet Horner, Mayor

Tracey Atkinson, CAO/Clerk/Planner

On behalf of the Corporation of the County of Dufferin on the ____ day of _____, 2022

Head of Council

Clerk



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. - 2022

BEING A BY-LAW TO ESTABLISH A PROCUREMENT OF GOODS AND SERVICES POLICY FOR THE CORPORATION OF THE TOWNSHIP OF MULMUR

WHEREAS section 5(3) of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS section 270(1) of the *Municipal Act, 2001* requires that a municipality shall adopt and maintain policies with respect to the procurement of goods and services;

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

1. THAT the following attached policies be hereby implemented:

Procurement of Goods and Services Policy substantially in the form attached hereto as Schedule "A"

2. THAT By-Law No. 10-2021 being "A By-law to Procure Goods and Services", and all of its amendments, are hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 3rd day of AUGUST 2022.

.....

JANET HORNER, MAYOR

.....

TRACEY ATKINSON, CLERK

Procurement Policy

1. PURPOSE

The purpose of this policy is to:

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

2. DEFINITIONS

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

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

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

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

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

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

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

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

Procurement Policy

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

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

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

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

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

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

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

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

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

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

Procurement Policy

- (f) An emergency so declared by the Mayor in accordance with the Emergency Management and Civil Protection Act.

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

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

Non-Competitive Procurement Process shall mean the goods, services or construction acquired directly from a particular vendor without conducting a competitive process.

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

Procurement shall mean the purchase of goods, services or construction through buying, renting or leasing.

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

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

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

Request For Quotation-Invitational (RFQ-I) shall mean a competitive procurement process in which the Township seeks quotes for goods, services or construction from at least three vendors by invitation.

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

Request for Proposal (RFP) shall mean the process used to solicit proposals for the purchase of goods, services or construction where a clearly defined specification is not available or is difficult to develop due to unknown factors or uncertainty of requirements, the expectation is the Award will be made to the highest-ranking vendor (proponent)

Procurement Policy

meeting the requirements of the RFP Call Document. RFP may include provision to negotiate terms and price (best and final offer) prior to contract Award.

Request for Tender (RFT) shall mean the request for bids where the specifications are clearly defined, and the expectation is the Award will be made to the lowest qualified bidder meeting the requirements of the RFT document.

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

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

Staff shall mean an employee of the Township of Mulmur.

Standing Offer shall mean an agreement to purchase goods from a specific vendor over a defined period of time, up to a maximum dollar value. Quantities are specified and shipments are to be made on the delivery dates specified by the Township.

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

Township shall mean the Township of Mulmur.

Treasurer shall mean the Treasurer of the Township of Mulmur.

Vendor shall mean any person or enterprise supplying goods, services or construction to the Township.

3. APPLICATION

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

4. ROLES & RESPONSIBILITIES

Specific responsibilities pertaining to all stages of a procurement process, from the initial budget approval, identification of requirements through to the management of contracts

Procurement Policy

with vendors, are detailed in this policy and the Township's procurement procedures. In addition to those specific responsibilities, outlined below are the general roles and responsibilities delegated to Township Council, staff and Purchasing Designates.

(a) **Council**

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

(b) **Department Head**

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

(c) **CAO and Treasurer**

Procurement Policy

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

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

(d) **Purchasing Designate**

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

5. GENERAL PROVISIONS

(a) **Split Purchasing**

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

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

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

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

(c) **Conflict of Interest**

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

Procurement Policy

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

(d) **Disclosure**

All Council, staff, or Purchasing Designates of the Township authorized to purchase goods, services and/or construction on behalf of the Township shall not provide to any particular vendor information that might prejudice fair competition between bidders.

(e) **Gifts, Favours or Gratuities**

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

6. VENDOR CODE OF CONDUCT

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

(a) **Conflict of Interest and Non-Disclosure**

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

- (i) Engaging any family members, friends or private business associates of any Council member, staff, or Purchasing Designate which may have, or appear to have influence on the procurement process;
- (ii) Any involvement by the vendor or affiliated persons in developing the technical specifications or other evaluation criteria or component for the Call Document; and
- (iii) Access to confidential project information by the vendor, or affiliated persons, that is materially related to the Call Document and that was not readily accessible to other prospective vendors.

Procurement Policy

(b) **Disclosure**

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

(c) **Unethical Procurement Practices**

Unethical bidding practices includes:

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

(d) **Illegality**

Prior to submitting a bid, a bidder shall advise the Township of any previous convictions of itself or its affiliated persons for any unethical bidding practice or other similar conduct under the Criminal Code, the Competition Act or other applicable laws, for which a pardon has not been granted. The Township will not consider or accept any bid for goods, services or construction from bidders to which a pardon has not been granted for any previous convictions relative to any unethical bidding practices or similar conduct punishable by law.

(e) **Gifts, Favours or Gratuities**

To avoid any appearance or assumptions of favoritism, in return for business or the consideration of business, the Township prohibits vendors from offering gifts, favours or gratuities directly or indirectly, to Township's staff, Council, Purchasing Designates or any other representatives of the Township.

(f) **Contract Management and Vendor Performance**

Procurement Policy

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

(g) **Vendor Exclusion and Disqualification**

The Township may exclude a vendor or disqualify a bidder from a competitive procurement process if:

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

(h) **Harassment & Abuse**

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

(i) **Discrimination / Human Rights**

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



Approved by Council _____, 2022

Procurement Policy

Procurement Policy

7. PROCUREMENT PROCESS

(a) **Unsolicited Bid**

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

(b) **Market Research**

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

(c) **Cooperative Purchasing**

The Township may participate with other government entities, their agencies or public authorities in cooperative purchases when such purchases is considered to be most advantageous and in the best interest of the Township.

(d) **Competitive Procurement Process**

Depending on the type and value of the goods, services or construction required, as noted in TABLE "A" Standard Procurement Processes includes but are not limited to:

- (i) Making Small Order Purchases;
- (ii) Soliciting bids using an Invitational Competitive Process from a minimum of three vendors (See RFQ-I); or

Procurement Policy

(iii) Conducting an Open Competitive Process by publicly advertising and posting the Call Document using one of the following procurement methods:

- Request for Tender (RFT)
- Request For Proposal (RFP)
- Request for Pre-Qualification (RFPQ)

TABLE "A" - STANDARD PROCUREMENT PROCESS

Estimated Value	Procurement Process
\$1,000 to \$20,000	Small Order Purchase Staff will attempt to obtain one or more quotes by phone, email, or online.
\$20,000 to \$100,000	Invitational Competitive Process Solicit bids by issuing a Call Document to three or more potential bidders.
Greater than \$100,000	Open Competitive Process Solicit bids by publicly advertising and posting a Call Document.

(e) Standing Offers and Prequalified Vendor Lists

- (i) Where the Township anticipates it will have a recurring need for specific goods or services but is unable to commit to specific quantities in advance, the Township may conduct an Open Competitive Process to establish Standing Offers with one or more vendors.
- (ii) The Township may also conduct an Open Competitive Process to establish a list of prequalified vendors for the purposes of future purchases of specific goods or services. Once a prequalified vendor list is established, an Invitational Competitive Process may be used to purchase the goods or services from the prequalified vendors. Unless the prequalified vendor list remains open to new vendors, it must be refreshed every three years.

(f) Advertising and Bid Submissions

- (i) All Open Competitive Processes will be advertised on an electronic portal such as the Township's website or on such other tendering website established to facilitate compliance with trade agreements. Procurements shall be advertised for reasonable time periods taking into account:

Procurement Policy

- The nature and complexity of the procurement; and
- The extent of subcontracting anticipated

(ii) Bids are to be submitted electronically on the Township's electronic portal or on such other means as specified in the Call Document.

(g) **Bid Evaluation**

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

(h) **Cancellation**

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

(i) **Contract Award**

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

(j) **Vendor Debrief**

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

(k) **Procurement Protests**

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

(l) **Non-Competitive Procurements**

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

(m) **Environmental Procurement**

Procurement Policy

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

(n) **Disposal of Surplus Goods**

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

8. ACCESSIBILITY

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

9. ANNUAL REPORT TO COUNCIL

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

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

10. SCHEDULES

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

Procurement Policy

SCHEDULE "A" – EXEMPTIONS TO PROCUREMENT

Notwithstanding the above, adherence to this Procurement Policy is not required with respect to those items listed below, or to any other transaction specifically authorized by resolution of Council to be exempt from this policy:

Acquiring the following goods or services:

- (a) Goods purchased on a commodity market.
- (b) Payments to the Federal, Provincial or other municipalities, boards or agencies for goods or services provided to the Township.
- (c) Any Federal, Provincial or Municipal mandated programs.
- (d) Goods or services the supply of which is controlled by a statutory monopoly.
- (e) On-going services being provided to the Township that were not obtained through a competitive process prior to the enactment of this policy. Department Heads may recommend to Council that the service be continued, or that a Call document be issued or that quotations be obtained at the time of renewal.
- (f) Work to be performed on property under the provisions of a lease, warranty or guarantee held in respect of the property or the original work.
- (g) The following goods and services related to training and education:
 - Subscriptions to newspapers, magazines, or other periodicals
 - Conferences, courses, and seminars
 - Facilitators and/or hosts
 - Memberships
 - Computer software for educational purposes
- (h) Services provided by the following licensed professionals:
 - Medical doctors, dentists, nurses, and pharmacists
 - Lawyers and any other professionals related to litigation or legal matters
 - Notaries
- (i) The following specialized services:
 - Management of investments (this includes borrowing and investing of money) by organizations who have such functions as a primary purpose
 - Honorariums
 - Expert witnesses
 - Arbitrators and mediators

Procurement Policy

This policy does not apply to payment of the Township's general expenses, such as:

- Employment contracts and refundable staff and Council expenses (e.g., meal allowances, travel, miscellaneous)
- Payroll deductions
- Human Resources consulting fees with respect of staff matters
- Staff benefits
- Damage claims
- Claim settlements
- Adjuster services
- Debenture payments
- Grants and donations
- Refunds
- Legal settlements
- Licenses (including hardware and software licenses and maintenance contracts)
- Hardware and software required to maintain existing products and systems originally obtained in accordance with the Procurement Policy
- Utilities



Procurement Policy

SCHEDULE "B" PROCUREMENT THRESHOLDS AND CONTRACT AMENDMENT SPENDING AUTHORITY

Procurement Threshold and Spending Authority

Estimated Value	Competitive Procurement	Non-Competitive Procurement
\$1000 to \$20,000	Department Head (or Department Staff Designate)	Department Head (or Department Staff Designate)
\$20,000-\$100,000	Department Head (or Department Staff Designate)	Township Council
Greater than \$100,000	Department Head	Township Council

Note: Council approval is required for any Procurement exceeding \$20,000 of the approved budgeted amount.

Contract Amendment and Spending Authority

Estimated Value	Competitive Procurement of Goods	Non-Competitive Procurement
Less than \$20,000	Department Head	Department Head
Greater than \$20,000	Township Council	Township Council

Note: Staff may only extend or increase an existing contract if the contract includes an option to extend or the increase is for additional goods or services that are directly connected or incidental to the original scope of the contract.

Procurement Policy

SCHEDULE "C"– NON-COMPETITIVE PROCUREMENT

Goods, Services and Construction may only be acquired through a non-competitive procurement process under the following circumstances:

- (a) During the competitive process conducted under this policy and applicable procedures:
 - No bids were submitted or no vendors requested participation;
 - No compliant bids that conform to the mandatory requirements of the bid document were submitted;
 - No vendors satisfied the conditions for participation; and
 - The submitted bids were collusive.
- (b) The goods, services or construction can only be supplied by a particular vendor and no reasonable alternative or substitute goods or services exist for any of the following reasons included but not limited to:
 - The protection of patents, copyrights, or exclusive rights; and
 - To ensure compatibility with existing goods, or to maintain specialized goods that must be maintained by the manufacturer of those goods or its representative.
- (c) Additional deliveries are required for a project by the original vendor of goods, services or construction that were not included in the initial Call Document and a change of vendor for such additional goods or services cannot be made for economic or technical reasons such as requirements of interchangeability or interoperability with existing equipment, software, services, or installations procured under the initial procurement and would cause significant inconvenience or substantial duplication of costs for the Township.
- (d) For any reasons of urgency brought about by events unforeseeable by the Township or during an emergency, the goods or services could not be obtained in time using an open or invitational competitive procurement process.
- (e) If the Township procures a prototype or a first good or service that is developed in the course of, and for, a particular contract for research, experiment, study, or original development.
- (f) For purchases made under exceptionally advantageous conditions that only arise in the very short term in the case of unusual disposals such as those arising from liquidation, receivership, or bankruptcy, but not for routine purchases from regular suppliers.
- (g) If a contract is awarded to a winner of a design contest provided that the contest has been organized in a manner that is consistent with the principles of this policy in particular relating to the publication of a Call Document notice and the participants are judged by an independent jury with a view to a design contract being awarded to a winner.

Procurement Policy

- (h) If goods or consulting services regarding matters of a confidential or privileged nature are to be purchased and the disclosure of those matters through an open Competitive Procurement Process could reasonably be expected to compromise government confidentiality, result in the waiver of privilege, cause economic disruption, or otherwise be contrary to the public interest.
- (i) To bridge or use as an extension to an existing contract to deliver goods, services or construction beyond the contract original end date in cases where a new procurement for the same deliverables is underway and additional time is needed to complete the procurement process and award a new contract.



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. - 2022

A BY-LAW TO PROVIDE FOR THE ANNUAL ALLOWANCE FOR THE MAYOR AND MEMBERS OF COUNCIL FOR THE TOWNSHIP OF MULMUR

WHEREAS it is deemed expedient to provide for an annual allowance for the members of the Township Council;

AND WHEREAS, the *Municipal Act, 2001*, S.O. 2001, c. 25 states the Council of the Municipalities may pass by-laws authorizing the payment of annual allowances to members of the Council;

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

1. That By-Law No. 18-19 and all subsequent by-laws regarding the annual allowance for Mayor and Members of Council are hereby repealed.
2. That an annual allowance as listed below be paid for attending a Council meeting (a meeting held by Council to which all members are expected to attend) and performing their duties as members of Council. An average annual wage adjustment, in major centers as published by Human Resources and Social Development Canada, will be automatically applied each year commencing the next year from the date of the passing of this by-law:

Mayor:	\$18,138
Deputy Mayor:	\$14,717
Councillor	\$13,270

3. Mileage will be paid according to the Canada Revenue Agency index. Mileage is paid for all necessary travelling on Township business, outside of Council meetings.
4. Per diems are payments for attending meetings and/or conferences that are not Council meetings. These meetings may include Council committees and/or Board meetings, conferences, training, and any other event attended as directed and/or approved by Council. Per diems are not paid where remuneration is paid to a Council member by any other source, for example: County Council, NVCA, NEC, etc. The Mayor, as ex-officio, may attend any meeting of a Committee and/or Board of Council and if approved by Council and/or invited by the Committee/Board, will be entitled to receive a per diem for their attendance.

Per diems are paid at a rate of: \$75 for under 3.5 hours (half day) and \$140 for a full day (more than 3.5 hours).

5. Meal reimbursements are paid to Council members when they are on Township business participating in a full day meeting, conference, training, etc. There is no reimbursement for guests of Council members, with the exception of the Mayor. The Mayor may claim guest meals, provided the meeting was furthering the business of the Township. Receipts are required, and reimbursement will not exceed the actual amount spent. Taxes and gratuities are included in the meal rates. There is no reimbursement for Alcohol. It is expected that Council members will eat complimentary meals that are included during meetings, conventions, training etc.

The maximum reimbursement per meal is as follows:

Breakfast: \$20.00
Lunch: \$30.00
Dinner: \$50.00

6. The provisions of this by-law shall be effective December 01, 2022.

READ a first, second and a third time and finally passed this 3rd day of August 2022

.....

MAYOR

.....

CLERK



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. _____ - 2022

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF
THE CORPORATION OF THE TOWNSHIP OF MULMUR FOR
AUGUST 3, 2022

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 3rd day of AUGUST 2022.

.....
JANET HORNER, MAYOR

.....
TRACEY ATKINSON, CLERK