

COUNCIL AGENDA January 10, 2024 – 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 ACKNOWELDGEMENT
	3.0	APPROVAL OF THE AGENDA
		Recommendation: THAT Council approve the agenda.
4	4.0	MINUTES OF THE PREVIOUS MEETING
		Recommendation: THAT the minutes of December 13, 2023 are approved.
	5.0	DISCUSSION ARISING OUT OF THE MINUTES
	6.0	DISCLOSURE OF PECUNIARY INTERESTS
	7.0	PUBLIC QUESTION PERIOD
	8.0	DEPUTATIONS AND PRESENTATIONS
12	8.1	CAO Sonya Pritchard & EDC Manager Yaw Ennin: Dufferin County Economic Development (9:00am)
20	8.2	Chester Tupling: Honeywood Minor Hockey (9:45am)
	9.0	REPORTS FOR DECISION
25	9.1	Draft #3: 2024 Budget
		Recommendation: THAT Council approve the 2024 Operating and Capital Budget for the Township of Mulmur as presented/amended.
38	9.2	Mansfield General Store: Sign By-law Amendment

Recommendation: THAT Council approve the variance to Sign By-law #09-2022 as requested by the Mansfield General Store to permit illuminated and digital signage.

	10.0	COMMITTEE MINUTES AND REPORTS
42 45 47 53 69	10.1 10.2 10.3 10.4 10.5	Shelburne Library Board Minutes: October 17, 2023 Dufferin County Council Minutes: November 30, 2023 Shelburne & District Fire Board Minutes: December 5, 2023 Dufferin County Council Minutes: December 14, 2023 Shelburne & District Fire Board Minutes: December 18, 2023
		Recommendation: THAT Council receives the Committee Minutes and Sub-Committee Reports as copied and circulated.
	11.0	REPORTS FOR INFORMATION
73 83 84 85 87 88	11.2 11.3 11.4 11.5	UGDSB Capacity Projections 2023 Annual Grant Report 4th Quarter By-law Enforcement Report 4th Quarter Planning Report Water Connection Indexing 2024 Council Meeting Dates Shelburne & District Fire Board 2022 Annual Report
		Recommendation: THAT Council receives the information items as copied;
	12.0	ENDORSEABLE MOTIONS
111	12.1	Township of Clearview: Cemetery Administration Management Support
113	12.2	Town of Mono: Strong Mayor Powers
117	12.3	City of Greater Sudbury: Occupation Health and Safety Act
119		City of Stratford: CEBA Loans
122	12.5	Town of Mono: Residential Tenancies Act
124		Town of Mono: Ontario Works Financial Assistance
126		Town of Mono: Bottle & Hazardous Household Waste Recycling
127	12.8	Town of Aurora: Homelessness Crisis
		Recommendation: THAT the following items be endorsed:
	13.0	ITEMS FOR FUTURE MEETINGS

- 13.1 NDCC Renovation Strategy (February 2024)13.2 Fireworks Survey Results (March 2024)
- 13.3 Arena Funding Formula and User Fees (Spring 2024)

	13.4	Mono-Mulmur Townline Parking (Spring 2024)
	13.5	Strategic Plan (Spring 2024)
	13.6	Council Meeting Recordings Pilot Program Results (June 2024)
	13.7	Recreational Trailers and Property By-law Infractions (2024)
	13.8	NVCA MOU (February 2024)
	14.0	PASSING OF BY-LAWS
131	14.1	Borrowing By-law
132	14.2	Appointing By-law - Clerk
133	14.3	Appointing By-law - CAO/Deputy Clerk
135	14.4	Confirmatory By-Law

Recommendation: THAT By-Laws 14.1 to 14.4 be approved.

15.0 ADJOURNMENT

Recommendation: THAT Council adjourns the meeting at _____ to meet again on February 7, 2023 or at the call of the Chair.



COUNCIL MINUTES December 13, 2023 – 9:00 AM

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

Cunningham, and Lyon

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

Roseann Knechtel, Deputy Clerk

1.0 CALL TO ORDER

The Mayor called the meeting to order at 9:03 a.m.

2.0 LAND ACKNOWELDGEMENT

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

3.0 APPROVAL OF THE AGENDA

Moved by Cunningham and Seconded by Clark

THAT Council approve the agenda.

CARRIED.

4.0 MINUTES OF THE PREVIOUS MEETING

Moved by Lyon and Seconded by Cunningham

THAT the minutes of November 1st as amended and November 15th, 2023 be approved.

CARRIED.

5.0 <u>DISCUSSION ARISING OUT OF THE MINUTES</u>

Councillor Clark advised that meeting summaries between the Fire Chief's will be provided in the future.

6.0 DISCLOSURE OF PECUNIARY INTERESTS - NONE

7.0 PUBLIC QUESTION PERIOD

Ross Bailie inquired when the Township's public works fleet would be back to full capacity. Tracey Atkinson, CAO confirmed that the Township is utilizing the spare snowplow and is working with the insurance company.

8.0 <u>DEPUTATIONS AND PRESENTATIONS</u>

8.1 Upper Grand District School Board: Primrose Elementary School Boundary Review

Board Chair Ralf Mesenbrink, Manager of Planning Ruchika Angrish and Trustee Lynn Topping presented on behalf of the Upper Grand District School Board (UGDSB).

Ruchika Angrish provided an update on the Primrose Elementary School boundary review initiated in October 2023 stating UGDSB staff are working to finalize recommendations, with a board decision anticipated in February 2024.

Resident comments were received from Carley Lang, Amy Ouchterlony and Leah Pressey with respect to the longevity of the boundary review, timelines, capital priorities, the 2018 long-term accommodation plan, and secondary school capacities.

Angrish confirmed the boundary review is an interim solution to relieve capacity pressures with the UGDSB looking to secure a new school block as a long-term solution. The process takes approximately 3-5 years with the UGDSB only able to move forward when Provincial funding is received. Angrish noted the long-term accommodation plan has not been finalized due to Provincial legislation changes but confirmed a new school block in Shelburne will be secured as part of the new subdivisions. At this time, long-term projections do not support the development of a new secondary school. Greater information on projected secondary school capacities and attendance numbers will be provided at a later meeting.

Council discussion ensued on:

- Timelines for securing a new school block in Mulmur;
- Commute times for young children;
- Wastewater capacity in the Town of Shelburne and septic bed capacity at the Primrose Elementary School; and
- The need for cooperation between the Ministry of Education and Ministry of Municipal Affairs and Housing.

Moved by Cunningham and Seconded by Lyon

THAT Council receive the presentation from Trustee Lynn Topping and Manager of Planning Ruchika Angrish of the Upper Grand District School Board;

AND THAT Council request the Upper Grand District School Board initiate the process of selecting a future school site to prepare for future growth and prevent further capacity issues at Primrose Elementary School immediately.

CARRIED.

8.2 Gord Feniak, RJ Burnside & Associates: Nitrate Loading for Armstrong Subdivision

RJ Burnside & Associates Executive Vice President, Gord Feniak, spoke to historical development in Mulmur noting current nitrate levels on the Armstrong subdivision lands are due to agricultural activity. The numbers included in the report are approximate and not precise.

Council discussion ensued on:

- Mitigating factors for septic beds such as building code requirements and mechanical treatment options;
- · Protection of surrounding private wells; and
- Annual inspections of mechanical septic systems.

Moved by Lyon and Seconded by Cunningham

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

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

CARRIED.

Council recessed at 10:31 a.m. and returned at 10:44 a.m.

8.3 Rob Fiedler & Mary Lou Tanner, NPG: OPA#5

Rob Fiedler and Mary Lou Tanner of NPG Planning Solutions, presented the final amendments to the Township's Official Plan. Discussion ensued on wind turbines and wildfire risk.

9.0 REPORTS FOR DECISION

9.1 Shelburne & District Fire Department 2024 Budget

Council noted the addition of new radio equipment to be funded from reserves, with the cost being shared between Grand Valley, Shelburne, Mulmur-Melancthon and Orangeville fire departments.

Moved by Clark and Seconded by Lyon

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

CARRIED.

9.2 Township of Mulmur's 2024 Budget Draft #2

Direction was given to make the following amendments:

- 1. Increase the amount transferred from tax rate stabilization by \$50,000;
- 2. Increase the revenue for planning fees to \$45,000;
- 3. Decrease the costs of gravel haulage/crushing to be more in line with historical costs; and
- 4. Defer the additional requests of a Honeywood baseball shed, community boards and the Thomson Trail Park pavilion.

A third draft of the 2024 budget will be presented in January 2024.

9.3 Tangible Capital Asset Management Policy

Direction was given to amend the following sections:

- Thresholds for new facilities;
- Amortization chart (baseball diamond, landfill etc.); and
- Add scheduled fixed inventory processes.

Moved by Lyon and Seconded by Cunningham

THAT Council approve the Tangible Capital Asset Policy as amended to included processes.

CARRIED.

9.4 Asset Retirement Obligation Policy

Moved by Clark and Seconded by Cunningham

THAT Council approve the Asset Retirement Obligation Policy as presented.

CARRIED.

Council recessed at 11:51 a.m. and returned at 12:47 p.m.

9.5 Fireworks Survey Questions

Direction was given to amend the survey question to generally read as follows:

On May 3, 2023 Council passed the following motion:

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

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

- 1. Did you receive and read the educational information?
 - Yes
 - No
- 2. Did this information impact your support or opposition towards fireworks use?
 - Yes
 - No
- 3. Please elaborate:
- a) My opinion changed, I now support fireworks use in Mulmur on the following statutory holidays: Victoria Day and Canada Day
 - Yes
 - No
- b) My opinion changed, I now support fireworks use in Mulmur year-round.
 - Yes
 - No
- c) My opinion changed, I now support a ban on fireworks use in Mulmur.
 - Yes
 - No
- d) My opinion hasn't changed, I continue to support fireworks use in Mulmur on the following statutory holidays: Victoria Day and Canada Day.
 - Yes
 - No
- e) My opinion hasn't changed, I continue to support fireworks use year-round.
 - Yes
 - No

- f) My opinion hasn't changed, I continue to support a ban on fireworks use in Mulmur.
 - Yes
 - No

Moved by Lyon and Seconded by Clark

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

CARRIED.

9.6 Shelburne Library Users

Moved by Cunningham and Seconded by Clark

WHEREAS the Township values the services of the Shelburne Library;

AND WHEREAS the Township has reviewed the qualifying addresses;

AND WHEREAS the Township of Mulmur has experienced a significant increase in the budget and Mulmur's proportion of the levy;

NOW THEREFORE Council request that the library staff host a meeting in early 2024 to review the funding formula, 2025 budget projections/caps, campaign, statistics on usage per member and in-person/digital renewals.

CARRIED.

9.7 NVCA Memorandum of Understanding

Moved by Cunningham and Seconded by Lyon

THAT Council direct staff to draft a Memorandum of Understanding with the Nottawasaga Conservation Authority for a one-year term in support of all three categories.

CARRIED.

10.0 COMMITTEE MINUTES AND REPORTS

- 10.1 Shelburne District Fire Board Minutes: October 3, 2023
- 10.2 Economic Development Committee Minutes: November 7, 2023
- 10.3 Shelburne District Fire Board Minutes: November 7, 2023
- 10.4 Dufferin County Council Minutes: November 9, 2023

- 10.5 Mulmur Melancthon Fire Department Minutes: November 21, 2023
- 10.6 Dufferin County Council Minutes: November 23, 2023
- 10.7 Rosemont District Fire Board Minutes November 24, 2023
- 10.8 Ontario Climate Caucus November Meeting Notes

Moved by Lyon and Seconded by Cunningham

THAT Council receives the committee minutes as copied and circulated.

CARRIED.

11.0 REPORTS FOR INFORMATION

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

Direction was given to draft the following amendments for consideration as part of the next user fee by-law:

- Include HST into fees
- Increasing baseball diamond fees
- Advertising signage

Moved by Lyon and Seconded by Cunningham

THAT Council receives the information items as copied.

CARRIED.

12.0 ENDORSEABLE MOTIONS

- 12.1 Dufferin County and Town of Orangeville: Ontario Works Resolution
- 12.2 Dufferin County: Violence Against Women Resolution
- 12.3 Township of McKellar: Call for an Amendment to the Legislation Act
- 12.4 County of Prince Edward: Permit by Rule Resolution
- 12.5 Township of Amaranth: Barriers for Family Physicians
- 12.6 Municipality of Wawa: Support for Water Training

- 12.7 Town of Orangeville: Gender Based Violence and Intimate Partner Violence an Epidemic
- 12.8 Municipality of Tweed: Funding Grant Programs
- 12.9 Municipality of Chatham-Kent: Ontario Works Rate

Moved by Cunningham and Seconded by Lyon

THAT the following items be endorsed: 12.3, 12.4, 12.5 and 12.6

CARRIED.

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

- 13.1 Dufferin County Economic Development Plan (January 2024)
- 13.2 NDCC Renovation Strategy (February 2024)
- 13.3 Arena Funding Formula and User Fees (Spring 2024)
- 13.4 Mono-Mulmur Townline Parking (Spring 2024)
- 13.5 Recreational Trailers and Property By-law Infractions (2024)
- 14.0 PASSING OF BY-LAWS
- 14.1 Official Plan Amendment #5
- 14.2 2024 User Fee By-law
- 14.3 Procedural By-law Amendment
- 14.4 Records Retention By-law
- 14.5 Confirmatory By-Law

Moved by Lyon and Seconded by Cunningham

THAT By-Laws 14.1 to 14.5 be approved.

CARRIED.

15.0 ADJOURNMENT

Moved by Lyon and Seconded by Hawkins

THAT Council adjourns the meeting at 3:00 p.m. to meet again at 3:01 p.m. as Committee of the Whole for a strategic planning workshop and again on January 10, 2024 at 9:00 a.m.

		CARRIED
MAYOR	CLERK	



Dufferin County presentation

January 10, 2024













Dufferin County Economic Development Strategy and Action Plan

Yaw Ennin
Manager of Economic Development













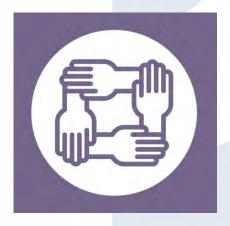
Why an Economic Development Strategy?

Dufferin County Strategic Plan

- > Climate action
- > Community wellbeing
- > Economic development
- > Improved service delivery
- > Inclusive polices and processes











Phases for Strategy Development

Phase One: Economic Development Education

Phase Two: Municipal and Stakeholder Engagement

Phase Three: Collaborative Action Planning

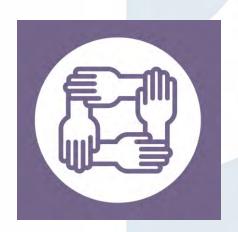
Phase Four: Finalization and Implementation

Phase Five: Annual Check-in and Reaffirmation

Phase One: Economic Development Education

- > Dufferin County Economic Development Workshop (November 8-9, 2023)
 - Economic Development learning
 - Prioritization exercise







Phase Two: Municipal & Stakeholder Engagement (Proposed Framework)

Part One: Town of Mulmur Economic Development Workshop

- Participants can include your local economic development committee and local stakeholders.
- Educational presentations from Town of Mulmur, County of Dufferin, and partner organizations.

Part Two: Prioritization Exercise

- Participants identify the Town's strengths, weaknesses, opportunities and threats.
- List of 3-5 priorities identified and documented.







Do What Works Best For You!

Municipalities can use this framework to:

- Develop a new economic development strategy and/or action plan;
- Update an existing economic development strategy;
- Update an existing strategic plan;
- > Initiate process for developing a new strategic plan;
- > And much more!









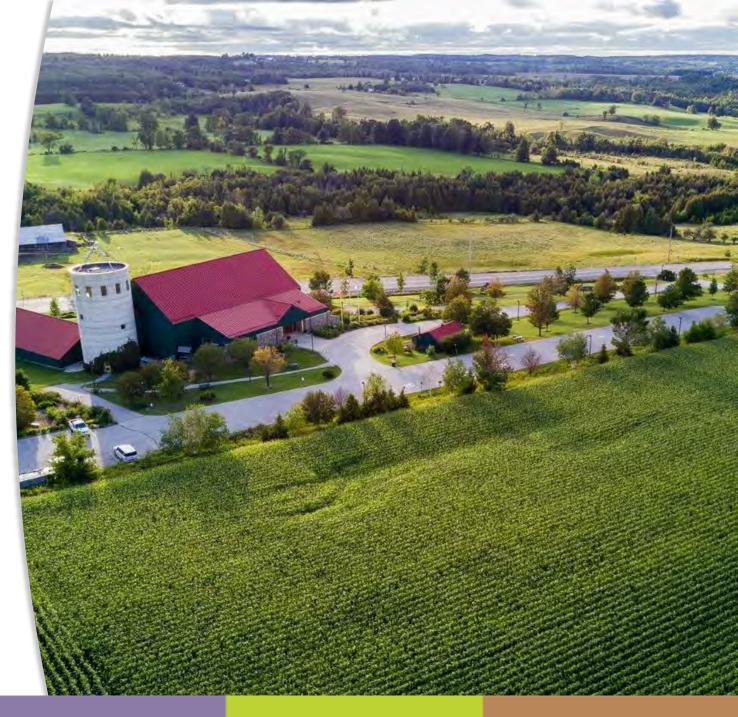


Thank You!

Yaw Ennin

Manager of Economic Development Dufferin County

yennin@dufferincounty.ca



From: Chester Tupling

Sent: Wednesday, January 3, 2024 1:35 PM

Subject: RE: hockey sign

Would like to discuss how we are being charged for the rent of the room and cancelation of the ice and couple other things don't think there is anything confidential

Chester Tupling

On Jan 3, 2024, at 8:26 AM, Allison Gallaugher wrote:

Good Morning Tracey,

Hope you had a nice holiday season.

Chester would like to attend the next council meeting on behalf of Minor Hockey. Can you please let me know the details of the meeting and what is needed for him to be in attendance.

Also, if the Council would like to move forward with a sign, we would appreciate it.

Allison



TOWNSHIP OF MULMUR FACILITY RENTAL AGREEMENT

Date/Time Commencing:						
Weekly Rental Time Slot (if applicable):						
Event:						
Facilities Required:		Number of Ped	ople Attending:			
Permit Holder: (note: only an individual or an	incorporated entity is eligible to	b be a Permit Holder)				
Authorized Agent:						
Address:						
Home Phone:	Cell Phone:	Bus Phone:				
Fax: Em	ail:	Drivers Licence #:				
READ THE REGULATIONS ATTACHED TO THIS FORM I the undersigned am the authorized agent for the applicant. I do hereby request the use of the named facilities, at the dates and times shown. My signature certifies that I have read and do understand the permit regulations attached to this application form and agree to abide by these regulations. Failure to comply may result in the permit being revoked or future permits not being issued. I recognize that it is incumbent upon the Applicant to provide liability insurance coverage sufficient to insure the Applicant and the Township of Mulmur against any actions, claims or proceedings which may arise from the use of the facility on the date(s) identified above and that the Township of Mulmur, its agents and officials shall in no way be held liable for any damage, injury, accident, or loss resulting from the use of the facility. Signature of Applicant/Authorized Agent [I have authority to bind the corporation] Signature of Township Office Representative Date						
For Office Use Only:	•					
Rate (Incl HST):	\$ /					
Tables Required:	Chairs Required:	Norduff Room:	Outside Grounds Only:			
Ice Surface:	Kitchen:	Bar:	Proof of Insurance Provided: Y/N			

Total Charge (Incl HST): \$

Insurance: All users of the arena must provide proof on insurance. Users of the arena obtain insurance through the Township's insurance provider if they do not provide proof of insurance.



FACILITY PERMIT REGULATIONS

IN CONSIDERATION of the terms and conditions herein the Township and the Permit Holder agree as follows:

- 1. The Permit Holder understands and agrees that the Permit may be revoked or cancelled at any time with or without cause and that in the event of such revocation or cancellation, there will be no claim or right to damages, or reimbursement on account of any loss, damage, or expense whatsoever. It is further understood that the date of the Permit may be changed by the Township should the facility be required for other purposes. Advance payment fees will be refunded if this should occur.
- 2. The Permit Holder agrees that any rental charges and security deposit will be paid at least two (2) weeks in advance. Failure to comply with this prepayment policy shall result in the prohibition of the use of any unpaid dates or times.
- 3. Permit Holders granted a recurring time slot shall maintain their payments for the duration of the rental period. Failure to maintain payments will result in the cancellation of all unpaid dates and times.
- 4. Permit Holders having an outstanding account with the Township will not be considered for any future permit requests until their accounts have been paid in full.
- 5. Cancellation of a permit by the Permit Holder requires at least two (2) business days' written notice in advance of the date(s) concerned, otherwise the Permit Holder shall bear the full charge for the day(s) and time(s) concerned.
- 6. Deposits shall be returned to the Permit Holder upon inspection of the Facility and determination to the satisfaction of Township staff that the Facility has been left in a clean, orderly and undamaged state.
- 7. The Permit Holder understands the health and safety legislation and regulations related to the activities being held as indicated on the Permit and therefore will ensure that these activities and the participants in them will comply with the requirements of the legislation and regulations.
- 8. This permit must be used only for the organization or persons named and is not transferable. The brokering or sub-letting of time booked at any facility will result in the immediate cancellation of a permit.
- 9. The facility supervisor, or such other employee as the Township may designate, shall be, at all times, in charge of the premises and his or her instructions must be followed. The Permit holder acknowledges and agrees that a Township staff member will be in attendance at the facility and has the authority to rescind this agreement and have the premises vacated should any violations occur.
- 10. The facility will be available for use only upon presentation of the Permit to the employee in charge. The facility is to be used only on the date(s) and hour(s) shown and for the purpose specified on the Permit. The facility must be vacated by the time shown on the permit unless otherwise indicated on the permit.
- 11. The Permit Holder shall protect, indemnify and save harmless the Township, its servants and agents in respect of all claims for damage, loss or injury, whether caused by the negligence of the Township, its servants and agents or otherwise, arising out of or during the use of any of the facilities under any permit. The Township's contract with the renting group will require protection against damage, infringement of



- royalty rights, SOCAN charges, slander, sedition and subversion which may occur as a result of performance or speeches.
- 12. The Permit Holder shall be responsible for personal injury or damage, or for the loss or theft of any articles of clothing or equipment of the applicant or organization, or anyone attending on the invitation of such person or organizations.
- 13. The Permit Holder shall be responsible for obtaining liability insurance to the satisfaction of the Township and Township, including the Township of Mulmur as an "additional insured" and providing a minimum of two million dollars of general liability coverage. The Permit Holder shall provide proof of insurance to the Township's satisfaction at least one (1) business days prior to the use of the facility. Failure to comply with this requirement shall result in the prohibition of the use of the facility.
- 14. All Permit Holders may contact Crewson Insurance at (519) 925-3145 to purchase facility user liability insurance for rentals.
- 15. The Permit Holder must pay for all damage to facilities or furnishings, however caused, arising out of or during the use of the facilities under permit. Future permit requests will not be considered for any group that has an outstanding account with the Township in this regard.
- 16. The Permit Holder agrees to return the Facility to the same condition as prior to the commencement of the event. This includes but is not limited to: cleaning of the kitchen and amenities, sweeping, preparing of all garbage and recyclables for disposal of the same in a legal manner.
- 17. No advertising in connection with any production is to be displayed on or affixed to any part of the facility, grounds or premises unless authorized by the Township in writing.
- 18. The Permit Holder acknowledges and agrees that any food product made available to guests shall not compete with the normal booth food, snack and/or beverage offerings at the Facility.
- 19. Games of chance, lotteries or gambling in any form are strictly forbidden unless a lottery permit has been obtained from the Township of Mulmur or AGCO.
- 20. Maximum attendance shall be governed by the applicable fire regulations.
- 21. No smoking will be allowed in any part of the building other than in such areas, if any, as have been designated for that purpose.
- 22. No alcoholic beverages shall be allowed on or to remain in the facilities unless written permission is given by the Township and a special occasion permit from the LLBO has been obtained. For events where alcohol is served, the Permit Holder shall be required to obtain insurance as well as paid duty officers, as directed by the Township, at the Permit Holder's own expense.
- 23. No intoxicating drugs or persons under the influence of alcohol or drugs shall be allowed on the premises.
- 24. The Permit Holder acknowledges and agrees that all music must cease by 1:00 a.m. No staples, tacks, tape and/or the like may be used on walls or doors. Confetti and/or rice are NOT permitted. The Facility shall be vacated by 2:00 a.m., or at the conclusion of the rental time slot, whichever is earlier.



- 25. No other chairs, dishes, kitchen equipment, tables, nets, etc., except as may be located at the facility location will be provided by the Township.
- 26. Cars or powered vehicles of any nature are not permitted on the grounds. No vehicles of any nature shall be driven onto park areas, except in designated parking lot areas or as approved by the Township.
- 27. The Township's facilities are intended for the use and enjoyment of all citizens. The Permit Holder agrees to work with staff to ensure a safe, healthy and pleasant atmosphere. The misuse of drugs, alcohol and violent behaviour will not be tolerated in the facilities.
- 28. The Township reserves the right to evict any individuals who are seen as not acting in the best interests of the program or activity or who display inappropriate behaviour.
- 29. For sports fields, there are no refunds for rained out games.
- 30. All participants of all ages who play hockey, and, all younger children who participate in skating programs must wear a C.S.A. or equivalent approved helmet.
- 31. All payments shall be made to the "Township of Mulmur" and forwarded to the Township of Mulmur's Office.
- 32. The Permit Holder shall ensure that a Facility key is picked up from the Township of Mulmur on the last business day prior to the event booking. The key will only be released to the Permit Holder, once payment, any required deposit and proof of insurance have been received in full, unless prior arrangements have been made with the Township of Mulmur. The Permit Holder must ensure that the facility is made secure upon leaving and that all keys are returned to the Township of Mulmur on or before the next business day following the event. The Permit Holder shall not make copies of keys.



STAFF REPORT

TO: COUNCIL

FROM: Heather Boston, Treasurer

DATE: January 10, 2024 SUBJECT: 2024 Budget Draft #3

PURPOSE

This report aims to outline the modifications incorporated into the third draft of the 2024 budget.

BACKGROUND & DISCUSSION

Per the Council's direction during the December meeting, the following adjustments have been made to the budget:

- 1. Increased planning fee revenue by \$30,000. This adjustment reflects our best estimate of the potential revenue from planning fees, considering their variability from year to year.
- 2. Reduced gravel haulage/crushing expense by \$50,000. Given that the actual costs in 2023 were \$281,000 (compared to \$217,492 in 2022), we perceive the 2023 amount as a one-year anomaly, with costs expected to normalize in 2024.
- 3. Increased the transfer from the tax rate stabilization reserve by \$50,000. It is not sustainable to maintain a transfer from the Tax Rate Stabilization Reserve at \$150,000 and thus the transfer from this reserve will be decreased in 2025 causing the 1% tax increase to be deferred to 2025.

After conducting a thorough review of the 2024 budget, the staff advises against additional cuts due to the potential negative impact on the tax rate increase in 2025 and the risk of exposing the township to a year-end deficit.

STRATEGIC PLAN ALIGNMENT:

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

FINANCIAL IMPACT

Increasing the transfer from tax rate stabilization reserves to \$150,000 defers the additional 1% tax rate increase to the 2025 fiscal year.

As a result of the adjustments above, the tax rate increase is 4.92% or \$24.70 per \$100,000 of residential assessment.

RECOMMENDATION

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

Respectfully submitted:

<u>Heather Boston</u>

Heather Boston, CPA, CA, CGA, BComm Treasurer

Approved by Tracey Atkinson, CAO/Clerk



2024 OPERATING BUDGET SUMMARY

	2024	2023	2023	Budget
	Budget	Actual	Budget	Variance %
EXPENDITURES				_
OPERATING (EXCLUDING WATER)	4,870,215	4,087,213	4,347,478	12.02%
TRANSFERS TO CAPITAL PROGRAM	-	-	-	
TRANSFER TO RESERVES 1	1,085,306	1,086,968	1,047,495	3.61%
TOTAL EXPENDITURES FROM GENERAL LEVY	5,955,521	5,174,181	5,394,973	10.39%
REVENUES				
TAXATION	4,755,015	4,469,684	4,469,688	6.38%
SUPPLEMENTARY TAXES (NET OF WRITE-OFFS)	-	29,386	-	0.00%
OPERATING (EXCLUDING WATER)	620,190	522,164	415,915	49.11%
PAYMENTS IN LIEU OF TAXES	74,000	73,992	72,000	2.78%
GRANTS ²	276,916	250,751	275,703	0.44%
TRANSFER FROM RESERVES ³	79,400	4,487	61,667	28.76%
TRANSFER FROM TAX RATE STABILIZATION	150,000	100,000	100,000	50.00%
TOTAL REVENUES TO GENERAL LEVY	5,955,521	5,450,464	5,394,973	10.39%

NOTES:

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



2024 OPERATING BUDGET

	2024	2023	2023	Budget
	Budget	Actual	Budget	Variance %
GENERAL GOVERNMENT				
<u>REVENUE</u>				
Penalties & Interest Revenue ¹	(280,000)	(264,805)	(174,000)	60.9%
User Fees & Service Charges	(43,827)	(51,606)	(44,022)	-0.4%
Administration Building Solar Panel Revenue	(12,750)	(12,230)	(12,750)	0.0%
	(336,577)	(328,641)	(230,772)	45.8%
<u>EXPENSES</u>				
Council	98,850	83,767	102,741	-3.8%
Administration Overhead	838,214	718,802	791,350	5.9%
Professional and Consulting Fees ²	124,535	34,672	45,545	173.4%
IT Services and Supplies	42,000	31,006	40,000	5.0%
Insurance ³	75,978	60,205	53,700	41.5%
Long Term Debt - Admin Bldg	17,213	17,938	17,938	-4.0%
	1,196,790	946,390	1,051,274	13.8%
PROTECTIVE SERVICES				
REVENUE				
Police Revenues	(45,000)	(44,044)	(44,500)	1.1%
Protective Inspection & Control Revenue ⁴	(11,300)	(14,084)	(16,300)	-30.7%
	(56,300)	(58,127)	(60,800)	-7.4%
EXPENSES				
Fire Services	606,451	556,342	548,453	10.6%
Police Service Expenses	534,366	479,551	522,499	2.3%
Conservation Authority Levy	53,659	46,900	46,900	14.4%
Protective Inspection and Control Expenses ⁵	13,500	8,451	28,500	-52.6%
	1,207,976	1,091,244	1,146,352	5.4%



2024 OPERATING BUDGET

ING BUDGET			
2024	2023	2023	Budget
Budget	Actual	Budget	Variance %
(5,000)	(24,998)	(5,000)	0.0%
(15,563)	(43,921)	(20,563)	-24.3%
(25,500)	(24,464)	(25,500)	0.0%
(46,063)	(93,382)	(51,063)	-9.8%
491,210	464,860	479,186	2.5%
947,079	841,812	871,327	8.7%
146,620	188,356	146,140	0.3%
20,000	1,368	5,000	300.0%
376,938	261,745	335,234	12.4%
16,000	14,200	16,000	0.0%
16,150	18,879	23,506	-31.3%
40,740	42,008	42,008	-3.0%
2,054,737	1,833,228	1,918,401	7.1%
(121,350)	-	-	0.0%
(7,500)	(6,113)	(4,230)	77.3%
(128,850)	(6,113)	(4,230)	2946.1%
124,735	1,354	-	#DIV/0!
111,000	78,057	62,773	76.8%
4,845	5,232	12,442	-61.1%
23,632	30,243	32,352	-27.0%
71,900	47,094	47,600	51.1%
500	656	750	-33.3%
336,612	162,637	155,917	115.9%
	(5,000) (15,563) (25,500) (46,063) (46,063) (491,210 947,079 146,620 20,000 376,938 16,000 16,150 40,740 2,054,737 (121,350) (7,500) (128,850) 124,735 111,000 4,845 23,632 71,900 500	2024 2023 Budget Actual (5,000) (24,998) (15,563) (43,921) (25,500) (24,464) (46,063) (93,382) 491,210 464,860 947,079 841,812 146,620 188,356 20,000 1,368 376,938 261,745 16,000 14,200 16,150 18,879 40,740 42,008 2,054,737 1,833,228 (121,350) - (7,500) (6,113) (128,850) (6,113) 111,000 78,057 4,845 5,232 23,632 30,243 71,900 47,094 500 656	2024 2023 2023 Budget Actual Budget (5,000) (24,998) (5,000) (15,563) (43,921) (20,563) (25,500) (24,464) (25,500) (46,063) (93,382) (51,063) 491,210 464,860 479,186 947,079 841,812 871,327 146,620 188,356 146,140 20,000 1,368 5,000 376,938 261,745 335,234 16,000 14,200 16,000 16,150 18,879 23,506 40,740 42,008 42,008 2,054,737 1,833,228 1,918,401 (121,350) - - (7,500) (6,113) (4,230) (128,850) (6,113) (4,230) 11,000 78,057 62,773 4,845 5,232 12,442 23,632 30,243 32,352 71,900 47,094 47,600



2024 OPERATING BUDGET

	2024	2023	2023	Budget
	Budget	Actual	Budget	Variance %
HEALTH SERVICES				
<u>EXPENSES</u>				
Cemetery Operating Expenses 16	14,700	13,244	17,548	-16.2%
	14,700	13,244	17,548	-16.2%
PLANNING AND DEVELOPMENT SERVICES				
REVENUE				
Planning Application Fees ¹⁷	(52,400)	(35,900)	(69,050)	-24.1%
	(52,400)	(35,900)	(69,050)	-24.1%
<u>EXPENSES</u>	· 			_
Planning and Zoning Expenses	50,800	39,861	49,425	2.8%
Economic Development	8,600	610	8,561	0.5%
	59,400	40,471	57,986	2.4%
TOTAL OPERATING				
REVENUES	(620,190)	(522,164)	(415,915)	49.1%
<u>EXPENSES</u>	4,870,215	4,087,213	4,347,478	12.0%
NET GENERAL LEVY EXPENDITURE	4,250,025	3,565,049	3,931,563	8.1%



NOTES:

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



2024 USER-PAY BUDGET

		2024	2023	2023	Budget
		Budget	Actual	Budget	Variance %
WATER					
	REVENUE				
	Utility User Fees and Service Charges	(213,100)	(159,435)	(207,850)	2.5%
	Water Interest Revenue 1	(21,600)	(13,463)	(8,600)	151.2%
		(234,700)	(172,898)	(216,450)	8.4%
	<u>EXPENSES</u>				
	Water Administration	9,643	988	9,066	6.4%
	Water Operating Expenses	134,265	111,524	134,265	0.0%
		143,908	112,512	143,331	0.4%
	TRANSFER TO/(FROM) RESERVE FUNDS ²	90,792	60,387	73,119	24.2%

NOTES:

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



2024 CAPITAL PROGRAM

ADMINISTRATION

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

TRANSPORATION SERVICES

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



2024 CAPITAL PROGRAM

TRANSPORATION SERVICES

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

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



2024 CAPITAL PROGRAM

TRANSPORATION SERVICES

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

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



2024 CAPITAL PROGRAM

TRANSPORATION SERVICES

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

RECREATION

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



TOWNSHIP OF MULMUR

2024 CAPITAL PROGRAM

RECREATION

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



STAFF REPORT

TO: Council

FROM: Roseann Knechtel, Deputy Clerk/Planning Coordinator

MEETING DATE: January 10, 2022

SUBJECT: Mansfield General Store - Sign Variance

PURPOSE:

The purpose of this report is to present Council with an application received from the Mansfield General Store for a variance to the Township's Sign Bylaw.

BACKGROUND:

An application for a variance to the Township's Sign By-law was received on December 5, 2023.

The Mansfield General Store underwent Site Plan Control and a Development Agreement in 2005. The Township's first Sign By-law passed to prohibit illumination was passed in 2009. The current Sign Bylaw prohibits sign illumination unless expressly permitted by Council pursuant to the bylaw.

ANALYSIS:

The signage currently located at the Mansfield General Store is illuminated (backlit). It is unknown however, if the signage was illuminated at the time of Site Plan Control prior to the passing of the Township's sign by-law in 2009, or afterwards.

An application for variance is therefore required to permit the additional illumination of a digital scrolling sign on the existing sign structure. There is also illuminated signage located on the building itself.

The Township has also received an application for Zoning By-law Amendment to permit a sign larger than permitted through the Township's Zoning By-law (3m2). This meeting will be held on January 16, 2023 at 9:30 a.m. Notice of public meeting, signage details and site plans can be found as Schedule A.

As there has been illuminated signage located at this property for quite some time, staff do not have any objections to the variance.

STRATEGIC PLAN ALIGNMENT:

3. Growing a Supportive Mulmur

FINANCIAL IMPACTS:

None.

RECOMMENDATION:

THAT Council approve the variance to Sign By-law #09-2022 as requested by the Mansfield General Store to permit illuminated and digital signage.

Submitted by: Roseann Knechtel, Deputy Clerk/Planning Coordinator

Approved by: Tracey Atkinson, CAO/Clerk

Schedule A – Notice of Public Meeting Z06-2023



CORPORATION OF THE TOWNSHIP OF MULMUR PUBLIC MEETING FOR A PROPOSED ZONING BY-LAW AMENDMENT Z06-2023 MANSFIELD GENERAL STORE

The Corporation of the Township of Mulmur will hold a Public Meeting pursuant to Sections 34 of the Planning Act (1990) to consider an amendment to the Zoning By-law. The public meeting will be held in person and electronically at Mulmur Township Offices, 758070 2nd Line East (Terra Nova) on <u>January 16</u>, <u>2023</u>, at 9:30 a.m. Visit <u>www.mulmur.ca</u> to obtain meeting details.

<u>PURPOSE OF THE AMENDMENT:</u> The proposed Zoning By-law Amendment is to provide relief to the signage size restrictions of 3 m^2 and setbacks of 4 m to permit an addition of a digital scrolling sign approximately 1.7 m^2 in size, to an existing sign structure located approximately at the front lot line.

An additional meeting will be held on **January 10, 2023 at 9:00 a.m.** to consider amendment to the Township's Sign By-law to permit a digital scrolling sign. Visit www.mulmur.ca to obtain meeting details.

LANDS AFFECTED: The Zoning By-law Amendment affects the lands described in the table below and identified in the blue outline on the key map below.

ROLL NUMBER	2216000001165000000
OWNER	PARK YONG SUN / PARK MIN HI
STREET ADDRESS	937002 AIRPORT ROAD
LEGAL DESCRIPTION	CON 6 E E PT LOT 11



A copy of the proposed amendment is available for review at the municipal office during regular office hours. Anyone wishing to address the Township with respect to the proposal may do so at the public meeting. Persons unable to attend the public meeting may provide written comments up until the time of the public meeting. If you wish to be notified of the decision on the proposed application, you must make an oral or written request to the Township of Mulmur. If a person or public body does not make oral submissions at the public meeting or make written submissions to Mulmur Township before the by-law is passed, the person or public body is not entitled to appeal the decision of the Corporation of the Township of Mulmur to the Ontario Land Tribunal (OLT). Furthermore, the person or public body may not be added as a party to the hearing of an appeal before the OLT unless, in the opinion of the Tribunal, there are reasonable grounds to do so.



Minutes for Shelburne Public Library Board Meeting Tuesday, October 17, 2023

Present: Geoff Dunlop Lindsay Wegener Mikal Archer Trish Field James Hodder Patricia Clark

Sharon Martin Ruth Plowright

Also Present: Rose Dotten, CEO/Head Librarian

The Chair, Geoff Dunlop, called the meeting to order at 7:00 pm, October 17, 2023.

Reading of Land Acknowledgement:

"We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe including the Ojibway,

Potawatomi, Chippewa and the People of the Three Fires Confederacy.

These traditional territories upon which we live, work, play and learn are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources."

Motion 31-23 P. Clark, James Hodder

Be it resolved that we approve the Agenda, as amended, of the October 17, 2023, meeting.

Carried

Motion 32-23 R. Plowwright. S. Martin

Be it resolved that we approve the minutes of the board meeting dated June 20, 2023.

Carried

Motion 33-23 L. Wegener, S. Martin

Be it resolved that we approve the Accounts Payable Register for June, 2023, with invoices and payments in the amount of \$35,863.71;

Be it resolved that we approve the Accounts Payable Register for July, 2023, with invoices and payments in the amount of \$45,735.55;

Be it resolved that we approve the Accounts Payable Register for August, 2023, with invoices and payments in the amount of \$26,300.33;

Be it resolved that we approve the Accounts Payable Register for September, 2023, with invoices and payments in the amount of \$33,156.39.

Carried

CEO/ Head Librarian's Report:

o Statistics—Including Social Media and e-resources

Attached is a summary of the Monthly Statistics for June, July, August and September, 2023.

o Programming-Final report at end of Summer

- Children's Programming
 - Rose presented a Summary of the TD Summer Reading Club Final Statistics and programs which is attached
- Adult Programming: report for Summer programs is attached
- Upcoming events are:
 - **Archivist on the Road—Laura Camilleri**, will be at the library on the 2nd and 4th Tuesday of the Month commencing May 9, 2023
 - Rose's Book Club—the 4th Tuesday of each month—June 27/23, July 25/23 August 22/23, September 19/23, and October 24/23
 - **Tech Help**—was available for the summer months as one of our Summer Students was offering appointments for Tech Help from Tuesday through Fridays every week until the end of August
 - Book Sale was held June 24 to June 30/23

New Events included:

- Membership Drive—Towne Fitness had a display to encourage use of Library resources for Health and Wellness
- Multicultural Day @MOD was held Sat, June 24/23
- Ancestry Genealogy/Home Children Laura Camilleri from MOD presented two programs here at the Library
 - o August 24th, Ancestry workshop
 - o September 16th, Home Children of Dufferin
- Wildlife Talk & Safari Tour with Jason George August 27th Wildlife Photography
- Library Card Sign-up & Renewal Month—September, 2023
- International Plowing Match (IPM)—September 19-23/23. Jade attended on the Thursday of the week and dealt with over 1,300 children at the booth
- Ontario Public Library Week—October 16-20, 2023
- Coffee, Conversation & Books (CC&B) October 18th, Patrick Clark, 7 pm at Jelly's Bakery

Business

- Review/Marketing Analysis of SPL Payroll Grid
 - O This is the first year, that the Library has not been included in the Town of Shelburne Payroll review which is conducted every 4 5 years. 2018 having been the most recent. This of course creates a situation where SPL staff is in limbo in terms of the relation to Town of Shelburne Municipal salaries which is one key factor in determining appropriate wages together with other libraries in the area. What it necessitates is for us to conduct our own salary review, hiring a Consultant such as Ward & Uptigrove, Listowel, at a cost of approximately \$7000.00. During the last review, CEO Rose Dotten was involved step by step going through the process with Carrie Sharpin from the firm and later they presented a joint report to the Library Board. However, this had always been part of the Town review and was included in the Town negotiated cost. The issue even for us doing the market review

independently will be as to how it aligns with town payroll grid. The Board unanimously directed the CEO to include this cost in the Draft Budget which will be presented at the November meeting. It was pointed out that CDRC engaged and paid for their own independent review as it had never been part of the Municipal Framework, unlike the Library.

O Working Budget Review: The CEO presented a working document so that the Board could engage in a thorough discussion of finances and changes due to items such as salary review, increasing Insurance costs etc., prior to being presented with a Draft budget in November.

Motion 34 -23 S. Martin, L. Wegener

That we now adjourn at 8:45 p.m., to meet again November 21, 2023, at 7 pm., or at call of the Chair.

Carried



DUFFERIN COUNTY PROPERTY AND FACILITY PORTFOLIO WORKSHOP

Thursday, November 30, 2023 at 7:00 p.m. W & M Edelbrock Centre, 30 Centre Street, Orangeville ON

Council Members Present: Warden Wade Mills (Shelburne)

Councillor John Creelman (Mono)

Councillor Guy Gardhouse (East Garafraxa)

Councillor Chris Gerrits (Amaranth)

Councillor Earl Hawkins (Mulmur)

Councillor Gail Little (Amaranth)

Councillor Fred Nix (Mono)

Councillor Lisa Post (Orangeville)

Councillor Philip Rentsch (Grand Valley)

Councillor Steve Soloman (Grand Valley)

Councillor Todd Taylor (Orangeville)

Councillor Darren White (Melancthon)

Council Members Absent: Councillor Shane Hall (Shelburne)

Councillor Janet Horner (Mulmur)(prior notice)

Councillor James McLean (Melancthon)(prior notice)

Staff Present: Sonya Pritchard, Chief Administrative Officer

Michelle Dunne, Clerk

Rebecca Whelan, Deputy Clerk

Aimee Raves, Manager of Corporate Finance, Treasurer

Scott Burns, Director of Public Works/County Engineer

Rohan Thompson, Director of People & Equity

Anna McGregor, Director of Community Services

Brenda Wagner, Administrator of Dufferin Oaks

Tom Reid. Chief Paramedic

Warden Mills called the meeting to order at 7:00 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. **DECLARATION OF INTEREST BY MEMBERS**

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

4. **CLOSED SESSION**

Moved by Councillor Post, seconded by Councillor Soloman

THAT Council moved into Closed Session (7:03 p.m.) in accordance with the Municipal Act Section 239 (2)(a) – the security of the property of the municipality.

-Carried-

While in Closed Session, Council discussed County owned property and facilities to assess options for future use of spaces.

Moved by Councillor Gardhouse, seconded by Councillor Soloman

THAT Council move into open session (8:57 p.m.).

-Carried-

5. **ADJOURNMENT**

Moved by Councillor Nix seconded by Councillor Taylor

THAT the meeting adjourn.

-Carried-

The meeting adjourned at 8:57 p.m.

Next meeting: Thursday, December 14, 2023

Edelbrock Centre, 30 Centre Street, Orangeville ON

Wade Mills, Warden Michelle Dunne, Clerk



SHELBURNE & DISTRICT FIRE BOARD

December 5, 2023

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

Present

As per attendance record.

1. **Opening of Meeting**

1.1 Chair, Shane Hall, called the meeting to order at 7:01 pm.

1.2 Land Acknowledgement

We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe, including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy.

These traditional territories upon which we live, work, play and learn are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

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

2. Additions or Deletions

None.

3. Approval of Agenda

3.1 **Resolution # 1**

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. Approval of Minutes

4.1 Resolution # 2

Moved by D. White – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of November 7, 2023 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

No public present.

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

7.1 No delegations present.

8. **Unfinished Business**

8.1 2024 Capital Budget

The Board discussed the addition of the Simulcast Radio System Capital project; the Board would like to inquire about the possibility of County Emergency Services putting some money towards funding this project.

Resolution #3

Moved by G. Little – Seconded by F. Nix

BE IT RESOLVED THAT:

The Shelburne and Distract Fire Department Joint Board of Management adopt the amended 2024 Capital Budget which includes the Simulcast Radio System Capital Project in the amount of \$80,000.00 and a Capital Levy of \$392,000.00 and that this request be circulated to the participating municipalities.

Carried

9. **New Business**

9.1 2022 Annual Report

Resolution #4

Moved by J. Horner – Seconded by D. White

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Fire Chief's 2022 Annual Report;

AND THAT the Secretary-Treasurer send a copy of the report to the municipalities.

Carried

10. **Chief's Report**

10.1 Monthly Reports (November 2023)

There was a total of 29 incidents and approximately 213 staff hours for the month of November.

10.2 Update from the Fire Chief (November 2023)

Staff attended Remembrance Day services in Horning's Mills and Shelburne. Smoke/CO Alarms were delivered to Shepard's Cupboard Foodbank. The installation of the new SCBA Compressor and fill station was completed.

The Chief met with the new OFM Advisor, John Doucet, the Chief also attended the provincial mutual aid webinar. Preparing data for consultants on Community Risk Assessments.

11. Future Business:

11.1 Nothing at this time.

12. Accounts & Payroll – November 2023

12.1 Resolution # 5

Moved by E. Hawkins - Seconded by A. Stirk

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$75,395.90 for the period of November 4, 2023 to November 30, 2023 as presented and attached be approved for payment.

Carried

8.2 Closed Session

Resolution #6

Moved by M. Davie-Seconded by A. Stirk

BE IT RESOLVED THAT:

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

Carried

Resolution #7

Moved by F. Nix - Seconded by G. Little

BE IT RESOLVED THAT:

We do now rise and report progress at 8:33 p.m.

Carried

13. Confirming and Adjournment

13.1 **Resolution #8**

Moved by D. White - Seconded by A. Stirk

BE IT RESOLVED THAT:

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

Carried

13.2 Resolution # 9

Moved by F. Nix – Seconded by B. Neilson

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:34 pm to meet again on January 2, 2024 at 7:00 pm or at the call of the Chair.

Carried

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

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of December 5, 2023

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



DUFFERIN COUNTY ELECTION OF THE WARDEN, PUBLIC MEETING & REGULAR COUNCIL MINUTES

Thursday, December 14, 2023 at 6:00 p.m.
W & M Edelbrock Centre, Lower Level, 30 Centre Street, Orangeville ON

Council Members Present:

Councillor John Creelman (Mono)

Councillor Guy Gardhouse (East Garafraxa)

Councillor Chris Gerrits (Amaranth)

Councillor Shane Hall (Shelburne)

Councillor Earl Hawkins (Mulmur)

Councillor Janet Horner (Mulmur)

Councillor Gail Little (Amaranth)

Councillor James McLean (Melancthon)

Councillor Wade Mills (Shelburne)

Councillor Fred Nix (Mono)

Councillor Lisa Post (Orangeville)

Councillor Philip Rentsch (Grand Valley)

Councillor Steve Soloman (Grand Valley)

Councillor Todd Taylor (Orangeville)

Councillor Darren White (Melancthon)

Staff Present:

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

Sonya Pritchard, Chief Administrative Officer, called the meeting to order at 6:00 p.m.

1. LAND ACKNOWLEDGEMENT STATEMENT

The Chief Administrative Officer shared the Land Acknowledgement Statement.

2. ROLL CALL

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

3. INTRODUCTIONS OF PAST WARDENS

The Chief Administrative Officer introduced past Wardens in attendance:

- Ed Crewson 1999 and 2000 (Mayor, Shelburne)
- Rob Adams 1995 to 1998 (Deputy Reeve, Orangeville 1995 to 1997, Mayor 1998)

Past Wardens currently on Council:

- John Creelman 2001 and 2002 (Deputy Mayor, Mono)
- Wade Mills 2022, 2023 (Mayor, Shelburne)
- Darren White 2017, 2019, 2020, and 2021 (Mayor, Melancthon)

4. OUTGOING WARDEN REMARKS

Outgoing Warden Wade Mills noted there have been many challenges during his term as Warden and is proud that Council has not shied away from important and difficult discussions. He thanked his family, colleagues, and County staff for their support during his term as Warden and noted the community is best served when everyone works together. He wished both 2024 Warden nominees success in the year to come.

5. ELECTION OF 2024 WARDEN

The Clerk noted that nominations for the 2024 Warden were to be submitted to the Clerk's Office by December 8, 2023.

Two nominations were received for the position of Warden: Councillor Horner, moved by Councillor Gerrits, seconded by Councillor Hawkins; and Councillor White, moved by Councillor Mills, seconded by Councillor Post.

Councillor Horner and Councillor White both confirmed they were willing to stand for the position and addressed Council.

6. VOTE

The vote for Warden was conducted through a secret ballot. The Manager of Corporate Finance, Treasurer acted as the Returning Officer. The Returning Officer retired from the room to conduct the count, accompanied by Councillor Gerrits and Councillor Mills as scrutineers.

Results

Ballots Cast 15
Ballots Spoiled 0
Councillor Horner 5
Councillor White 10

The Clerk declared Councilor White to be the Warden Elect for the 2023-2024 term.

7. MOTION TO DESTROY THE BALLOTS

Moved by Councillor Mills, seconded by Councillor Gardhouse

THAT the Returning Officer be directed to destroy all ballots from the election of 2023-2024 Warden.

-Carried-

8. OATH OF OFFICE FOR 2024 WARDEN

The Clerk administered the Oath of Office for the Warden Elect White.

9. PRESENTATION OF THE CHAIN OF OFFICE, GAVEL AND WARDEN'S PIN

The Chief Administrative Officer presented the Chain of Office, gavel, and Warden's pin to Warden White.

10. REMARKS BY THE 2024 WARDEN

Warden White thanked Councillor Horner for being an excellent Mayor and County Councillor. He also thanked County Council for their support and he is looking forward to working together as a collective to address current and future challenges.

11. SELECTION OF COMMITTEE CHAIRS AND COMMITTEE MEMBERS

The Warden called for nominations for Committee Chairs starting with the Infrastructure and Environmental Services Committee.

Moved by Councillor Post, seconded by Councillor Gerrits

THAT Councillor Taylor be nominated for the position of Chair for the Infrastructure and Environmental Services Committee for the year 2024.

The Warden asked if there were any other nominations for position of Chair of the Infrastructure and Environmental Services Committee. No other nominations were

presented.

The Warden announced Councillor Taylor as Chair of the Infrastructure and Environmental Services Committee.

The Warden then called for nominations for the Chair of the General Government Services Committee.

Moved by Councillor Horner, seconded by Councillor Mills

THAT Councillor Creelman be nominated for the position of Chair for the General Government Services Committee for the year 2024.

The Warden asked if there were any other nominations for position of Chair of the General Government Services Committee. No other nominations were presented.

The Warden announced Councillor Creelman as Chair of the General Government Services Committee.

The Warden then called for nominations for the Chair of the Health and Human Services Committee.

Moved by Councillor Taylor, seconded by Councillor Gerrits

THAT Councillor Post be nominated for the position of Chair for the Health and Human Services Committee for the year 2024.

The Warden asked if there were any other nominations for position of Chair of the Health and Human Services Committee. No other nominations were presented.

The Warden announced Councillor Post as Chair of the Health and Human Services Committee.

The Warden then called for nominations for the Chair of the Community Development and Tourism Committee.

Moved by Councillor Gerrits, seconded by Councillor Little

THAT Councillor Horner be nominated for the position of Chair for the Community Development and Tourism Committee for the year 2024.

The Warden asked if there were any other nominations for position of Chair of the Community Development and Tourism Committee. No other nominations were

presented.

The Warden announced Councillor Horner as Chair of the Community Development and Tourism Committee.

Moved by Councillor Post, seconded by Councillor Nix

THAT the slate of Committee membership as set out below, be adopted:

Infrastructure and Environmental Services

Councillor Gerrits

Councillor Hall

Councillor Hawkins

Councillor Horner

Councillor Nix

Councillor Rentsch

Councillor Soloman

Councillor Taylor – Chair

General Government Services

Councillor Creelman - Chair

Councillor Gerrits

Councillor Hall

Councillor McLean

Councillor Mills

Councillor Soloman

Councillor Taylor

Health and Human Services

Councillor Gardhouse

Councillor Hawkins

Councillor Little

Councillor McLean

Councillor Nix

Councillor Post - Chair

Councillor Rentsch

Community Development and Tourism

Councillor Creelman

Councillor Gardhouse

Councillor Horner - Chair

Councillor Little

-Carried-

Warden White called a recess until 7:30 p.m. at which time Council will continue with a public meeting in the Dufferin Room regarding Building Permit Fees.

The meeting resumed at 7:30 p.m.

PUBLIC MEETING

12. BUILDING PERMIT FEES

A public meeting was held in accordance with Section (7)(1)(c) of the Building Code Act to receive input regarding proposed changes to Building Permit Fees under the Building Code Act.

Under the Building Code Act, a Public Meeting must be held prior to passing a by-law to change the building permit fees. Public Notice was given during the month of November 2023 by the following means:

- Copies of the by-law available at the public counter at 30 Centre Street
- Copies made available to the local municipalities
- A copy available on our website
- Ads placed in the following newspapers on the following dates:
 - o Creemore Echo on November 24, 2023
 - o Dundalk Herald on November 22, 2023
 - o Orangeville Citizen on November 23, 2023
 - o Shelburne Free Press on November 23, 2023
 - Wellington Advertiser on November 23, 2023

Sean-Michael Stephen, Manager Partner, Watson & Associates Economists Ltd., presented information proposed changes to the Building Permit Fees.

Members of Council noted concerns that the open building permit fee of \$200 may not be significant enough to encourage permits to be completed and would like to see the fee implemented prior to 2025.

The Chief Administrative Officer suggested County staff could bring a report forward in January outlining issues open permits and alternative solutions for a further amendment to the open permit fee.

Councillor Gerrits asked where secondary dwelling units fall under the fee structure, as he is concerned a 28.4% increase is significant and may be a deterrent if they fall under the finished basements, garage alterations category. The Chief Administrative Officer noted the Chief Building Official and Planning Department are working together to create incentives through the housing strategy to encourage additional residential units.

There were no questions from members of the public.

REGULAR MEETING

Warden White announced the upcoming Committee meetings to be held at 30 Centre Street, Orangeville on Thursday, January 25, 2024 at the following times: Infrastructure and Environmental Services – 9:00 a.m.

General Government Services – 11:00 a.m.

Health & Human Services – 1:00 p.m.

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

13. APPROVAL OF THE AGENDA

Moved by Councillor Mills, seconded by Councillor McLean

THAT the Agenda and any Addendum distributed for the December 14, 2023 meeting of Council, be approved.

-Carried-

14. 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 Taylor declared a pecuniary interest regarding Item #7.6 – Update: Non-Union Total Compensation Survey and Item #7.8 – Budget Presentation (discussion on compensation), as a family member is employed at Dufferin County.

15. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Moved by Councillor Post, seconded by Councillor Gardhouse

THAT the minutes of the Economic Development Workshop on November 8, 2023 and November 9, 2023, the regular meeting of Council of November 9,

PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS

16. Youth Climate Activation Circle

Dufferin County's Youth Climate Activation Circle shared what they have learned and the impacts from their two workshops about reducing home energy consumption through landscaping.

17. PUBLIC QUESTION PERIOD

There were no questions from the public.

PRESENTATION AND CONSIDERATIONS OF REPORTS

18. <u>Community Development & Tourism Minutes – November 23, 2023</u>

Moved by Councillor Creelman, seconded by Councillor Gerrits

THAT the minutes of the Community Development and Tourism meeting held on November 23, 2023, and the recommendations set out, be adopted.

-Carried-

19. COMMUNITY DEVELOPMENT & TOURISM – November 23, 2023 – ITEM #3

<u>Dufferin County Tourism Tent at the 2023 International Plowing Match</u>

THAT the report of the Manager of Economic Development, "Dufferin County Tourism Tent at 2023 International Plowing Match", dated November 23, 2023, be received.

20. COMMUNITY DEVELOPMENT & TOURISM – November 23, 2023 – ITEM #4 <u>Dufferin County Tourism Brand – Update</u>

THAT the report of the Manager of Economic Development, "Dufferin County Tourism Brand - Update", dated November 23, 2023, be received;

AND THAT the continued rollout of the newly developed Dufferin County tourism brand be approved.

21. COMMUNITY DEVELOPMENT & TOURISM – November 23, 2023 – ITEM #1 Museum Exhibition Policy Update

THAT the report of the Acting Museum Services Manager, "Museum Exhibition Policy Update", dated November 23, 2023, be received.

AND THAT the Museum of Dufferin Exhibition Policy be approved.

22. COMMUNITY DEVELOPMENT & TOURISM – November 23, 2023 – ITEM #2 Museum Deaccession Report

THAT the report of the Acting Museum Services Manager, "Museum Deaccession Report", dated November 23, 2023, be received;

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

23. COMMUNITY DEVELOPMENT & TOURISM – November 23, 2023 – ITEM #5 Phase III Official Plan Amendment – Statutory Engagement Activities

THAT the report of the Senior Planner, "Phase III Official Plan Amendment – Statutory Engagement Plan", dated November 23, 2023, be received.

24. <u>Clerk's Report – Amendments to User Fee By-Law</u>

A report from the Clerk, dated December 14, 2023, to outline updates Schedule B of the User Fee By-Law.

Moved by Councillor Nix, seconded by Councillor Mills

THAT the report from the Clerk, dated December 14, 2023, titled 'Amendments to User Fee By-Law', be received;

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

AND THAT the necessary by-law be enacted.

-Carried-

25. <u>Director of Community Services' Report – Dufferin Men's Shelter Update#2</u>

A report from the Director of Community Services, Treasurer and Procurement Manager, dated December 14, 2023, to provides an update on work the shelter has conducted so far.

Moved by Councillor Horner, seconded by Councillor McLean

THAT the report of the Director of Community Services, titled Dufferin Men's Shelter Update 2, dated December 14, 2023, be received.

-Carried-

26. <u>Manager of Corporate Finance, Treasurer's Report – Development Charges</u> <u>Indexing</u>

A report from the Manager of Corporate Finance, Treasurer, dated December 14, 2023, to inform Council of the Development Charge rates for 2024 based on annual indexing per the Bylaw 2022-28 Development Charges.

Moved by Councillor Post, seconded by Councillor Hawkins

THAT the report of the Manager of Corporate Finance, Treasurer, dated December 14, 2023, regarding 2024 Development Charge Indexing, be received.

-Carried-

27. <u>Manager of Corporate Finance, Treasurer's Report – Signing Authority</u> <u>Policy</u>

A report from the Manager of Corporate Finance, Treasurer, dated December 14, 2023, to adopt a Bank Signing Authority policy.

Moved by Councillor Taylor, seconded by Councillor Mills

THAT the report of the Manager of Corporate Finance, Treasurer, dated December 14, 2023, regarding a Signing Authority Policy, be received;

AND THAT Policy #3-6-10 Bank Signing Authority, be approved.

-Carried-

Councillor Taylor declared a pecuniary interest regarding the Update: Non-Union Total Compensation Review and left the room at 8:35 p.m.

28. <u>Director of People & Equity's Report – Update: Non-Union Total</u> <u>Compensation Review</u>

A report from the Director of People and Equity, dated December 14, 2023, to outline changes to insured benefits, vacation, and personal leave.

Moved by Councillor Nix, seconded by Councillor Soloman

THAT the report of the Director of People & Equity, titled Update: Non-Union Total Compensation Review, dated December 14, 2023, be received;

AND THAT the changes to the total compensation outlined in the report be approved.

Moved by Councillor Hawkins, seconded by Councillor Gerrits

THAT the motion be referred to the next meeting of the General Government Services Committee for review and discussion.

-Carried-

Councillor Taylor rejoined the meeting at 8:59 p.m.

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

A report from the Chief Administrative Officer, dated December 14, 2023, to provide Council with an update of activities from outside boards and agencies.

Moved by Councillor Post, seconded by Councillor Creelman

THAT the report of the Chief Administrative Officer, dated December 14, 2023, with respect to Reports from Outside Boards, be received.

-Carried-

30. <u>Manager of Corporate Finance, Treasurer's Report – Budget Presentation</u>

The Manager of Corporate Finance, Treasurer, provided a recap of the draft 2024 budget, including the revisions as discussed at the November 23, 2023 meeting of Council.

Moved by Councillor Gerrits, seconded by Councillor Nix

THAT \$350,000 be added to the Emergency Management budget to upgrade the fire services communication system.

A recorded vote was requested and taken as follows:

	Yay	Nay
Councillor Creelman (3)		Х
Councillor Gardhouse (2)		Х
Councillor Gerrits (1)	Х	

	Yay	Nay
Councillor Hall (2)		Х
Councillor Hawkins (1)		Х
Councillor Horner (1)		Х
Councillor Little (1)		х
Councillor McLean (1)		Х
Councillor Mills (2)		х
Councillor Nix (2)		х
Councillor Post (8)		х
Councillor Rentsch (1)		х
Councillor Soloman (1)		Х
Councillor Taylor (7)		х
Warden White (1)		х
Total (34)	1	33
	-LO	ST-

Moved by Councillor Mills, seconded by Councillor Nix

THAT the 2024 budget with tax levy requirements of \$47,469,913, be approved.

A recorded vote was requested and taken as follows:

	Yay	Nay
Councillor Creelman (3)	Х	
Councillor Gardhouse (2)	Х	
Councillor Gerrits (1)		х
Councillor Hall (2)	Х	
Councillor Hawkins (1)	Х	
Councillor Horner (1)	Х	
Councillor Little (1)	Х	
Councillor McLean (1)		х
Councillor Mills (2)	Х	
Councillor Nix (2)	Х	
Councillor Post (8)	Х	
Councillor Rentsch (1)		х
Councillor Soloman (1)	Х	
Councillor Taylor (7)	Х	
Warden White (1)	Х	
Total (34)	31	3
	-CARF	RIED-

31. STRATEGIC PLAN UPDATE

There is no strategic update for this month.

CORRESPONDENCE

32. Western Ontario Wardens' Caucus

A resolution from Western Ontario Wardens' Caucus, dated October 24, 2023, regarding Strong Mayor Powers.

Moved by Councillor Little, seconded by Councillor Mills

THAT Council support the resolution from the Western Ontario Wardens' Caucus, dated October 24, 2023, regarding Strong Mayor Powers.

-Carried-

33. <u>Town of Mono (Circulated on desk)</u>

A resolution from the Town of Mono, dated December 13, 2023, to oppose Strong Mayor Powers.

Moved by Councillor Creelman, seconded by Councillor Gerrits

THAT Council support the resolution from Town of Mono, dated December 13, 2023, to oppose Strong Mayor Powers.

-Carried-

NOTICE OF MOTIONS

34. Moved by Councillor Rentsch

THAT County owned property located at 195620 and 195594 Amaranth-East Luther Townline, Grand Valley be declared as surplus and be disposed of in accordance with Policy #2-06-10 Disposal of County Property Through Sale.

35. MOTIONS

Moved by Councillor Rentsch, seconded by Councillor Mills

THAT Councillor Little be appointed as Dufferin County Council's representative on the Dufferin Board of Trade (DBOT).

-Carried-

36. CLOSED SESSION

Moved by Councillor Mills, seconded by Councillor Creelman

THAT the open session and closed session minutes from the Dufferin County Property and Facility Portfolio Workshop on November 30, 2023, be approved.

-Carried-

37. Moved by Councillor Rentsch, seconded by Councillor Taylor

THAT staff be directed to schedule a Council workshop, no later than May 2024, to discuss the remaining items presented at the November 30th a property and facility portfolio workshop.

-Carried-

38. BY-LAWS

2023-57 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and Services and Housing in the Province. (Lease Agreement – Mel Lloyd Centre) Authorization: Council – December 14, 2023 2023-58 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and Hospice Dufferin. (Lease Agreement – Edelbrock Centre) Authorization: Council - December 14, 2023 2023-59 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and OPTrust Amaranth 6 Inc. (Temporary Intersection Improvements Agreement) Authorization: Council – May 11, 2023 2023-60 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and Automotive Materials Stewardship Inc. (Municipal and First Nations Automotive Materials Services Amending Agreement) Authorization: Council – February 13, 2020

A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and the Corporation of the County of Grey. (Winter Maintenance Agreement Renewal)

 Authorization: Council – March 12, 2020

 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and Headwaters Partnership In Action. (Partnership Renewal Agreement)

Authorization: General Government Services – October 26, 2023

A by-law to amend By-Law 2015-41, fees and charges for services and activities provided by the County of Dufferin. (Amend Schedule "B" – Dufferin Oaks Long Term Care Home)

Authorization: Council – December 14, 2023

Moved by Councillor McLean, seconded by Councillor Mills

THAT By-Law 2023-57 through to By-Law 2023-63, inclusive, be read a first, second and third time and enacted.

-Carried-

A by-law to amend By-Law 2020-14, being a by-law under the Building Code Act respecting permits and related matters. (Amend Schedule 'A' – Fees Payable for Building Permits)

Authorization: Council – December 14, 2023

Moved by Councillor Rentsch, seconded by Councillor Post

THAT By-Law 2023-64, be read a first, second and third time and enacted.

A recorded vote was requested and taken as follows:

	Yay	Nay
Councillor Creelman (3)	Х	
Councillor Gardhouse (2)	Х	
Councillor Gerrits (1)	Х	
Councillor Hall (2)	Х	
Councillor Hawkins (1)	Х	
Councillor Horner (1)	Х	
Councillor Little (1)	Х	
Councillor McLean (1)	X	

	Yay	Nay
Councillor Mills (2)	Х	
Councillor Nix (2)	Х	
Councillor Post (8)	Х	
Councillor Rentsch (1)		х
Councillor Soloman (1)		х
Councillor Taylor (7)	Х	
Warden White (1)	Х	
Total (34)	32	2
	-CARRIED-	

39. OTHER BUSINESS

40. CONFIRMATORY BY-LAW

2023-65 A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on December 14, 2023.

Moved by Councillor Hall, seconded by Councillor Horner

THAT By-Law 2023-65 be read a first, second and third time and enacted.

-Carried-

41. ADJOURNMENT

Moved by Councillor Gardhouse, seconded by Councillor Soloman

THAT the meeting adjourn.

_		
-(a	rried	_

The meeting adjo	urned at 9:44 p.m.		
Next meeting:	Thursday, January 1 Edelbrock Centre, 30	1, 2024 0 Centre Street, Orangeville ON	
Darren White, Wa	rden	Michelle Dunne, Clerk	



SHELBURNE & DISTRICT FIRE BOARD

December 18, 2023

The Shelburne & District Fire Department **Board of Management** meeting was held in person at the Shelburne and District Fire Department on the above mentioned date at 4:00 P.M.

Present

As per attendance record.

Opening of Meeting

1.1 Chair, Shane Hall, called the meeting to order at 4:00 pm.

1.2 Land Acknowledgement

We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe, including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy.

These traditional territories upon which we live, work, play and learn are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

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

2. Additions or Deletions

None.

3. Approval of Agenda

3.1 **Resolution # 1**

Moved by G. Little - Seconded by J. Horner

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Pecuniary Interest**

4.1 No pecuniary interest declared.

5. **Public Question Period**

No public present.

6. **Unfinished Business**

6.1 Closed Session

Resolution # 2

Moved by E. Hawkins – Seconded by A. Stirk

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go "in camera" to discuss the following: Advice that is subject to Solicitor – Client privilege, including communications necessary for that purpose.

Carried

Resolution #3

Moved by F. Nix – Seconded by M. Davie

BE IT RESOLVED THAT:

We do now rise and report progress at 4:19 p.m.

AND THAT the Board authorizes the Chair to take appropriate action as directed by the Board.

Carried

13. Confirming and Adjournment

13.1 Resolution # 4

Moved by A. Stirk - Seconded by M. Davie

BE IT RESOLVED THAT:

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

Carried

13.2 **Resolution # 5**

Moved by E. Hawkins – Seconded by A. Stirk

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 4:21 pm to meet again on January 2, 2024 at 7:00 pm or at the call of the Chair.

Carried

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

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of December 18, 2023

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

Roseann Knechtel

Subject: FW: CDDHS school capacity

Attachments: Primrose ES Boundary Review FAQ Dec 1.pdf

From: Ruchika Angrish

Sent: Wednesday, December 13, 2023 4:01 PM

Subject: CDDHS school capacity

Hi Tracey,

Thankyou for the opportunity to delegate at the Council meeting. As requested by Council members, please see below the current enrolment and projected information for the secondary school. These projections were presented in the draft Long Term Accommodation Plan. Please note that we will be updating the LTAP in coming months and more recent projections will then be available.

		Current		Current	Proje	ected
School	Program	Capacity (OTG)	Portables	2023/24	2025/26 Enrol	2030/31 Enrol
Centre Dufferin DHS	9-12	798	5	818	895	1140

I have also attached the latest FAQ that has also been posted on our website, that answers most of the questions related to what OTG is, school capacity, process of acquiring school sites, how we project etc. Please review and let us know if there are additional questions.

Thankyou and have a great day.

Ruchika Angrish, MCIP, RPP

Manager of Planning T: 519.822.4420. Ext. 820

M: 519.830.1426

ruchika.angrish@ugdsb.on.ca

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Primrose ES Boundary Review FAQ (Updated December 2023)

When will a summary of the feedback received at the Public Information Session be provided?

A summary of the feedback received by staff at the Public Information Session on November 22, 2023 will be included in the Final Boundary Review Report along with all input received throughout the Boundary Review process. The comments attendees attached to the display boards at the Open House have been posted on the Boundary Review webpage. This FAQ has also been updated to reflect some of the common questions received at the public meeting.

When will the final report be available for public review?

The Final Boundary Review Report will be available on the Board <u>website</u> on January 19, 2024 and will be presented to Trustees at the Finance and Facilities Committee on January 23, 2024.

What are the delegation opportunities available for the public?

The public may <u>delegate</u> at the Board meetings on January 30, 2024 and February 13, 2024. The Board will make a final decision on the Boundary review Process on February 13, 2024.

Will the enrolment projections be updated in the Final Report?

The enrolment projections provided in the Initial Boundary Review report were projected off of October 31, 2022 data as October 31, 2023 enrolment was not yet available. Projections in the Final Boundary Review report will be revised as they will use October 2023 benchmark data and updated assumptions about the phasing of development specifically in the Emerald Crossing subdivision.

Will Centennial Hylands ES be able to accommodate the additional students from this Boundary Review?

Based on the different options provided in the Initial Report, Centennial Hylands ES will need portables to accommodate additional students. The Final Report will include an updated estimated number of portables required under each of the boundary change options.

What are the current enrolments for Regular Tract (RT) and French Immersion (FI) at Centennial Hylands ES and how many classrooms are in use in 2023/24?

The October 31, 2023 enrolment is one of the enrolment benchmarks used by school boards for Ministry funding purposes. It is also the benchmark used for the Board's Planning Staff for projecting student enrolments.

As of October 31, 2023 there are 264 RT students in 11 RT and 2 Special Education (Spec Ed) classes and 190 FI students in 8 classes for a total of 454 students in 21 classes. Not all of these classes are at cap and some classes have room to accommodate additional students. Centennial Hylands ES contains 20 classrooms in the building and 3 classrooms in the portapak totalling 23 available classrooms. There are 2 classrooms in the building not being used for instruction in the current 2023/24 school year.

What are the parameters for calculating enrolment projections and why do the current and projected enrolments for Centennial Hylands ES look low?

The Board utilizes a software system to project enrolment. The software utilizes the most current October 31st enrolment data and projects forward by incorporating historical enrolment trends, historical grade retention and attrition rates, new residential development phasing and student yield rates. Planning Staff monitor and update these projections regularly. In addition, the Board's enrolment projections are also informed by municipal planning processes (e.g., Official Plans, Secondary Plans, Draft Plans of Subdivision, etc.), internal enrolment analyses, census data and other school board experience. These projections are updated frequently based on new/revised information that is received from the municipal partners or the development community.

The enrolment projections provided in the Initial Boundary Review report were projected off of October 31, 2022 data as October 31, 2023 enrolment was not yet available. Projections in the Final Boundary Review report will be revised as they will use October 2023 benchmark data and updated assumptions about the phasing of development specifically in the Emerald Crossing subdivision.

What is meant by a school being overcapacity or underutilized?

On the Ground capacity (OTG) is the permanent building space capacity, when the school was originally built. Any renovations or additions to the school building can lead to change in OTG, which is approved by the Ministry. Portables are considered as temporary accommodations and their numbers/placement can fluctuate on a yearly basis, hence these pupil places are not included in the OTG of the school.

Utilization is a comparison of a school's OTG capacity to its enrolment. It is the extent to which a school is operating at full capacity. The Board uses two points of reference to compare school utilization. Overcapacity is a standard whereby Full Time Equivalent (FTE) enrolment exceeds a school's OTG resulting in a utilization rate of 110% or higher. Underutilized is a standard whereby the FTE falls below a school's OTG capacity resulting in a utilization rate of 80% or lower.

In instances of overcapacity schools, if necessary temporary accommodation (portables) are placed until the pressure is resolved or there is a more permanent arrangement made. Depending upon the extent of underutilization, a school may also

qualify for potential community partnership opportunities to help fill surplus school space.

Is it possible to use a satellite school in the interim until there is a long term solution for Primrose ES?

Establishing a satellite school for specific cohorts of students from Primrose ES in the short term would present several concerns with respect to school supports including providing Special Education Resource Teacher support to students with special needs, administration access to the classrooms, planning time coverage for teachers, and office attendance etc. Implementing this idea would require the Board to lease a space resulting in possible renovations or retrofitting of said space to ensure suitability for student classrooms. Other factors considered will include safety and security measures to be in place for the students, and transportation of students to the new satellite location. At this time, the Board has not directed Staff to review this option for a satellite location as a temporary and interim solution to relieve accommodation pressure at Primrose ES.

Can the Board buy land behind/beside Primrose ES to put a Kinderpak? What does that process look like?

Any purchase of land for expansion of the school, or for a new school, requires a lengthy approval process from the Ministry of Education and the Board of Trustees. Additional approvals are required for funding for the permanent additions or construction of new school sites. The entire process can take several years to complete.

Why was Glenbrook ES not considered a receiving school for some Primrose ES students?

Glenbrook ES was not considered for reassignment of some Primrose ES students due to its small site and being primarily a walking school with limited options for accommodating buses on the site. Students being considered for reassignment from Primrose ES would be bused students. Furthermore, the school does not have sufficient space to accommodate additional students due to projected residential growth in its attendance area.

What is the process when Centennial Hylands ES outgrows its space and needs portables, additional parking, building addition, etc?

To install portables on a school site, the Board has to submit a building permit application to the local Municipality. Parking requirements also fall under the purview of the Municipalities' Zoning Bylaw and therefore if additional parking is required, this would be assessed and provided during the building permit process.

The funding to construct additional parking spaces is a separate Ministry funding source from the funding to create new instructional spaces (building addition, new school). The former are annual funds provided to the Board to improve major components of schools

(i.e. foundations, roofs, windows) and systems (e.g. plumbing, heating and ventilation), and to a lesser extent building interior condition and site components (i.e. utilities, parking, pavement). The latter requires Boards to submit a business case to the Ministry typically each year outlining the most urgent pupil accommodation needs.

What is the process for building a new school or for an addition to a school?

The Ministry issues a memo for the Capital Priorities Program (CPP) typically each year that provides school boards with an opportunity to identify the most urgent pupil accommodation needs. In order for the Board to receive the funds to construct a new school (or build an addition), the Board must submit a business case to the Ministry. This process can take more than 6-months to receive the funding approval which is not guaranteed as business cases are submitted from the school Boards across the Province. In the most recent round of the Capital Priorities Program this fall, the Ministry included a "Project Readiness Assessment" with priority given to projects best completed in a timely manner (i.e. sites planned or acquired, required studies completed or advanced, design plans advanced, clear project schedule). Only once the business case has been approved and funding provided by the Ministry, school boards can initiate a tender for design and construction of the project.

What is the long term plan for Primrose ES?

Future residential growth in the Township of Mulmur is projected to increase the enrolment pressure at Primrose ES. Staff is considering a new school site in the Township to help relieve the enrolment at Primrose ES. Typically, a school site is secured during Municipal Planning Approvals when the developer submits a plan of subdivision. Boards identify the need for a school site based on housing development projections in the area and secure the site during the subdivision process. Ministry approval is required in order to purchase a school site.

What development lands are included in the enrolment projections for Primrose ES and Centennial Hylands ES?

The enrolment projections for Centennial Hylands ES and Primrose ES in the Initial Staff Report include all ongoing, proposed and pre-consultation subdivision and other residential developments that have been circulated to the Board. Board staff has also considered the potential growth lands identified in the County of Dufferin's Municipal Comprehensive Review (Official Plan) process in its long-term planning.

Has the Emerald Crossing subdivision been included in the enrolment projections in the Initial Report?

Staff has included the Emerald Crossing subdivision in the enrolment projections at Centennial Hylands ES. When projecting enrolment for new residential developments, there are several assumptions that are made including the phasing (occupancy) of the new housing units, pupil yields and participation rates. Students from this subdivision have started attending Centennial Hylands ES in the 2023-24 school year. Staff will continue to monitor the growth coming from this development.

What is the difference in Centennial Hylands ES's On the Ground (OTG) capacity for between now and the 2016 Boundary Review?

A school's OTG capacity is the student loading of a school as reported to the Ministry of Education for grant purposes and reflects all permanent teaching space available for instructional purposes. OTG capacity does not include capacity in temporary facilities such as portables. In 2016, the 3-classroom portapak on the Centennial Hylands ES site was not included in the OTG capacity. Since then, the portapak was added to the school's OTG as they are permanent buildings with full foundations and cannot be moved. Further, there were other changes to room use within the school since 2016 that has modified it's OTG. The current Ministry of Education OTG loading is 541 pupil places.

When did the boundary review start?

At the October 17, 2023, Finance & Facilities Committee Meeting, trustees approved the staff recommendation on initiating a Boundary Review Process at Primrose ES. It should be noted that the final approval for commencement of the Boundary Review will occur at the Board Meeting on November 14, 2023. The Initial Report required an approval from Trustees prior to starting the public process and notifying the school communities in accordance with the Board's Boundary Review policies and procedures.

Why do we need a boundary review for Primrose ES?

Primrose ES is a small rural school with a capacity of 377 pupil spaces and serviced by private well and septic system. In recent years, Primrose has experienced enrolment pressure necessitating six portables on site.

Which schools are affected by the current boundary review?

Schools affected by the Boundary Review are Primrose ES and Centennial Hylands ES.

What is the boundary review process?

A Boundary Review provides the structure and the process for reviewing a variety of accommodation options for Primrose ES. The boundary review must also consider the potential impact of these accommodation options on surrounding schools. Centennial Hylands ES is included in this analysis as its Regular Tract (RT) attendance area boundary is adjacent to the Primrose ES boundary.

Have we considered postponing the Primrose Boundary Review process?

The enrolment trend at Primrose has been increasing tremendously over the last few years. Temporary accommodations (portables) were placed at the site to deal with the pressure. However, the site is constrained due to slopes, drainage swale, parking, size of septic system and well.

Where is the new subdivision on the northeast corner of County Road 124 and Hwy 10/89 assigned to?

The Emerald Crossing Subdivision is assigned to Centennial Hylands PS.

What long term options are being considered to accommodate the growth in this area? A new elementary school in the community of Mansfield will need to be explored. Additions to existing schools will be evaluated as well.

How will the Board address the issue of siblings being separated?

The Boundary Review Staff Committee has reviewed various options for the Primrose ES boundary and based on the analysis is recommending Option 2 to Trustees for approval. This option reassigns a portion of the Primrose ES attendance boundary to Centennial Hylands ES rather than grades. Staff will consider the impact of any recommendations on siblings and provide this information to Trustees in the final report for their consideration.

A Boundary Review of this area was completed in 2016. Why is a review happening again?

In 2016, a combined North Dufferin Boundary Review and French Immersion (FI) Feasibility Study was completed. This review allowed a FI program to be created in Shelburne at Centennial Hylands ES, and accommodate anticipated enrolment growth from development in Shelburne. Primrose had been experiencing enrolment decline at the time, which was projected to continue. During the COVID-19 pandemic, Primrose ES experienced substantial increased enrolment despite no significant residential development in the school attendance area. This necessitated six (6) portables being placed on site to temporarily accommodate students. Projections indicate that enrolment at Primrose will remain high. As the site is limited and features rural services, it is necessary to conduct a boundary review now to relieve this enrolment pressure.

Why hasn't the Board considered an addition at Primrose ES?

The Primrose ES is serviced by well and septic and is constrained by limited parking spaces, drainage swale and slopes at the rear of the school. Due to these constraints an addition to the school is not feasible.

What plans do you have to help students transition to a new school?

Once the final decision is made by the Board of Trustees, a transition plan will be created by the Principals and the Superintendent of Education that engages students and their families utilizing any supports as needed.

What are the bell times at Centennial Hylands ES and Primrose ES?

Current bell times are 8:55am and 3:15pm at Centennial Hylands ES and 9:00am and 3:20pm at Primrose ES.

How are enrolment projects calculated?

The Board utilizes a software system to project enrolment. The software incorporates census data, birth rate data, historical enrolment trends, historical retention and attrition rates and residential development applications. Planning Staff monitor and update these projections regularly.

When is the Public Information Session for Primrose?

The session is scheduled for Wednesday November 22nd from 6-8pm at Primrose ES. Additional communication will be sent to the community prior to the information session.

How does the boundary review impact transportation?

Transportation needs are provided by Wellington-Dufferin Student Transportation Services. Visit www.findmyschool.ca to determine **Transportation Eligibility** for any residential address in the district. To learn more about specific busing arrangements for your children, click the STUDENT LOGIN button. Login to this secure site with your child's OEN number, school name, birth date and house number. Your child(ren's) 9-digit OEN number is located on their report card. If you are new to the area or do not have your personal login information call STWDSTS at 519-824-4119 for assistance.

How is the final decision made?

The final decision is made by the Board of Trustees based on recommendations from the Boundary Review Staff Committee. The committee is made up of local Superintendent(s), school, and board staff. A Final Decision is expected at the Board meeting on February 13, 2024. Any approved changes are expected to be implemented for the 2024-25 school year.

How can communities participate and provide feedback?

Public input is being sought throughout the review process. The public may <u>delegate</u> at the Board meetings during the review process. A **Public Information Session** is also scheduled for **November 22**, **2023**, **from 6-8 pm at Primrose ES**. The purpose of the

public meeting is for Board staff to share information from the Initial Boundary Review Report, gather feedback and answer questions.

A copy of the Initial Boundary Review Report, including boundary maps is available online at <u>Boundary Reviews</u>.

The review's webpage is an excellent way to keep up to date with the process of the boundary review.

A survey is also posted on our website to provide input on this Boundary Review Process. Please visit the <u>Primrose Boundary Review</u> page to complete the survey.

What are the timelines for this Boundary Review?

- November 14, 2023 Board meeting. Delegation requests can be made to speak at the meeting.
- November 22, 2023 A Public Information Session is scheduled for November 22, 2023, from 6-8 pm in the Gymnasium at Primrose ES.
- January 23, 2024 Finance and Facilities Committee meeting where a Final Staff Recommendation will be presented.
- February 13, 2024 Board meeting where a Final Decision is expected. Delegation requests can be made to speak at the meeting.

Who should I reach out to if I have questions or comments?

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

Please note while all emails received during the public process are reviewed by staff, individual responses will not be provided. All comments and feedback received during this process will be presented to Trustees in the Final Report for their consideration. Please be advised any feedback received through this process will become part of a public record redacted for any identifying or improper content.

Will Before and After School Care Programs (BASP) be available for students who are being moved to Centennial Hylands ES?

Information about BASP programs is available on the Board website at www.ugdsb.ca/programs/before-andor-after-school-programs/. In 2023-24 there is a BASP program running at Centennial Hylands ES. Parents need to contact the BASP Third Party Operator directly to inquire about space, availability, registration and/or to go on the waiting list.

How many students are potentially being reassigned from Primrose ES and what is the impact on Centennial Hylands ES as the receiving school?

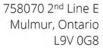
As noted in the Initial Report, the table below shows the estimated number of students reassigned from Primrose ES to Centennial Hylands ES in 2024/25 as well as estimated number of additional portables required at Centennial Hylands ES in each of the 4 boundary change options:

	Approx. # of students from Primrose ES (2024/25)	Approx. # of portables at Centennial Hylands ES (2024/25)
Option 1	120	2
Option 2	130	3
Option 3	185	5
Option 4	230	7

Enrolment assumptions have been made including the number of new students generated from the new Emerald Crossing subdivision in 2024-25. Additionally, if Trustees approve an option that changes the boundary, there may also be grandparenting decisions that will impact the total number of students moved from Primrose ES in 2024/25.

What is meant by the term Grandparenting?

Grandparenting or grandfathering is referring to exemptions to boundary changes for certain students. If Trustees approve a boundary change, they may also approve grandparenting of some students at Primrose ES (rather than requiring them to move to Centennial Hylands ES). Examples could be students who were previously affected by the 2017 boundary change or students in Grade 8 at Primrose ES the year of the boundary change.





Local (705) 466-3341

Toll Free from 519 only (866) 472-0417

Fax (705) 466-2922

INFORMATION

2023 Annual Grant Report

This information report provides a summary of the Township's 2023 grant submissions.

Grant Name	Project Description	Amount of Funding	Township Contribution
	Outstanding Grants		
Enabling Accessibility	Accessible Doors and an elevator for the arena	\$353,141	\$190,153
Blue Jays Field of Dreams	Honeywood ball diamond upgrades and improvements	\$70,565	\$0
Community Emergency Preparedness	Snow Plow blade & sander for 1 Tonne truck, chainsaw and chainsaw training	\$36,900	\$0
Treemendous Communities	Tree planting for Township	\$9,962	\$0
GICB	Arena changeroom and front entrance addition, ice surface and machinery replacement, lobby and Norduff renovations.	\$6,864,377	\$1,778,594
	Successful Grants		
Dufferin County Emergency Readiness Grant	Road closure signs, life jackets, hip waders, AED for Mansfield ball diamond	\$11,258	\$11,258
Rural Economic Development Grant	EDC videos	\$4,200	\$4,200
Ontario Trillium Fund	Pickleball courts	\$150,000	any overage
Ontario Community Infrastructure Fund	Grant automatically received	\$145,078	\$0
The Canada Community-Building Fund	Grant automatically received	\$115,101	\$0
Ontario Municipal Partnership Fund	Grant automatically received	\$243,100	\$0
	Unsuccessful Grants		
HRDC Summer Student	Summer Student funding	\$39,692	any overage
FCC Agrispirit	Arena Roof Replacement	\$25,000	any overage

Submitted by: Heather Boston, CPA, CA, CGA, BComm

Approved by: Tracey Atkinson, CAO/Clerk





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

INFORMATION

2023 4th QTR By-law Enforcement Report

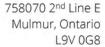
The following enforcement files were received and/or remain open in 2023. Please note, the list below does not include complaints received that were resolved without taking enforcement measures.

ROLL#	COMPLAINT	STATUS		
1-14450	Animal Control - Number of Dogs	2023 - Closed		
3-17800	Property Standards	Ongoing		
3-26300	Residential Tenancy Act	Ongoing		
TOTAL 2023 BY-LAW ENFORCEMENT FILES: 3				

Submitted by: Roseann Knechtel, Deputy Clerk/Planning Coordinator

Approved by: Tracey Atkinson, CAO/Clerk







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

INFORMATION

2023 4th QTR Planning Report

Municipal Approvals / Building Permits

ROLL#	DEVELOPMENT TYPE	
3 18810	Pool/Enclosure	
4 08600	Pole Shed Addition	
1 20500	ADDITION & SEPTIC REPLACEMENT	
5 23650	ADDITION	
5 19800	NOC - Deck Size and location	
1 05800 Addition		
Total 2023 Municipal Approvals: 42		

Zoning Amendments

File		Status	
Number	Туре		
Z01-2023	Chouhan: Setbacks and Lot Coverage	Complete	
Z02-2023	Bonnefield: A1 Rezoning for Consent	Complete	
Z03-2023	Bonnefield: A1 Rezoning for Consent	Complete	
Z04-2023	White: Second Dwelling Size	Complete	
Z05-2023	Chouhan: Setbacks and Lot Coverage	Complete	
Z06-2023	Mansfield General Store Sign Size	Ongoing	
Total 2023 Zoning Applications: 6			

Consent Applications

File Number	Туре	Status	
B01-2023	Bonnefield Lot Re-Creation	Complete	
B02-2023	Bonnefield Lot Re-Creation	Complete	
Total 2023 Consent Applications: 2			

Site Plan Agreements

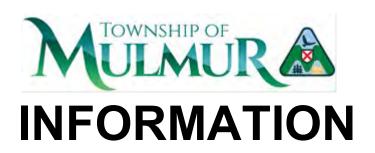
File Number	Туре	Status	
SPA01-2023	Calleja Home Industry	Ongoing	
Total 2023 Site Plan Applications: 1			

Subdivisions

File Number	Туре	Status
SUB01-2021	Primrose Employment subdivision	Ongoing
SUB02-2021	Armstrong Residential subdivision	Ongoing

Submitted by: Roseann Knechtel, Deputy Clerk/Planning Coordinator

Approved by: Tracey Atkinson, CAO/Clerk



Waterworks Indexing

The purpose of this information report is to provide the necessary information related to the indexing of the Township Waterworks By-law. As a result of an increase in construction (indexing), in accordance with Statistics Canada, Construction Price Index (Toronto), as provided for in the Township By-law.

The Township Waterworks By-law (By-law No. 25-2010, as amended by By-law 38-2020 & 13-2023) provides that:

Schedule "D"
MANSFIELD CAPITAL COST CHARGE

The water capital cost charge per unit being connected to the Mansfield Water Works System be \$41,150 adjusted annually without amendment to this by-law, on the first day of January in each year, beginning with January 1,2024, in accordance with the then most recent Statistics Canada Quarterly, Construction Price Index (Toronto)."

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

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

The 2023 Water Capital cost is currently \$41,150. The revised fee, effective for January 1, 2024 is therefore an increase of 1.1%

\$41,150 indexed by 1.1% = \$41,602.65

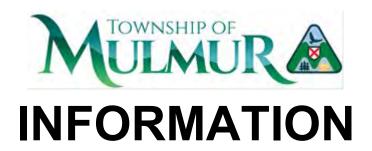
The indexing of the capital cost charge is intended to keep costs current with the market values and remove large increases from periodic updates to the by-law.

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

Submitted by: Donna Funston,

Reviewed by: Roseann Knechtel, Deputy Clerk

Approved by: Tracey Atkinson, CAO



2024 Council Meeting Dates

January 10, 2024

February 7, 2024

March 6, 2024

April 3, 2024

May 1, 2024

June 5, 2024

July 3, 2024

August 7, 2024

September 4, 2024

October 2, 2024

November 6, 2024

December 4, 2024

Submitted by: Roseann Knechtel, Deputy Clerk/Planning Coordinator

Approved by: Tracey Atkinson, CAO/Clerk

^{*}A meeting may be cancelled by the Chair should there be insufficient items to support a meeting.

^{**} A second regular meeting of Council may be held during each month as required.



Shelburne & District Fire Department

2022 ANNUAL REPORT

Fire Chief Ralph Snyder



SHELBURNE & DISTRICT FIRE DEPARTMENT 2022



		Years of service
Fire Chief	Ralph Snyder	21 (2 with SDFD)
Deputy Chief	Jeff Clayton	29 (6 with SDFD)
<u>Captains</u>	Mike Morrell Os Fleming Mark Elderfield Steve Monds	25 25 24 21
<u>Lieutenants</u>	Oluf Jensen Kevin Rideout	20 12
Training Officer	Jason Duck	10
<u>Firefighters</u>	Rob Sellar Jamie Dempster Duane Foulger Mike Glassford Tony Quesnelle lan 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	21 20 20 17 13 12 10 8 8 7 7 6 5 5 5 5 5 5 2 2 2
Administrative	Nicole Hill	8

SHELBURNE & DISTRICT FIRE DEPARTMENT



"SERVING THE MUNICIPALITIES OF AMARANTH, MELANCTHON, MONO, MULMUR AND SHELBURNE"

Chief's Message

It is my privilege to present the 2022 Annual report for the Shelburne and District Fire Department.

2022 was a rebound year after the challenges of the post Covid-19 Pandemic. The members of SDFD continue to deliver professional and excellent service to the communities, and we should be incredibly proud of their dedication to excellence, knowledge, skills, and teamwork to serve the 5 municipalities 24 hours a day, 365 days a year.

SDFD accomplished the following successes in 2022:

- Responded to 333 calls for service.
- Achieved an average curb time of 5 minutes 55 seconds, from dispatch until the first apparatus out the door.
- Spent 399 actual hours responding to those incidents for a total of 3293 individual staff hours and 2146 individual responses by our members to answer calls for service.
- Attended 104 training sessions and meetings for a time commitment of approximately 2016 hours.
- Firefighters were able to complete 14 Public Education opportunities with different groups. This included participation in an escape plan contest for all 4 elementary schools in our coverage area, neighbourhood blitzes on smoke and C0 alarms, as well as our annual open house in October. In total nearly 50 hours of Public Education were delivered to our customers.
- Placed a new Pump 27 into service.

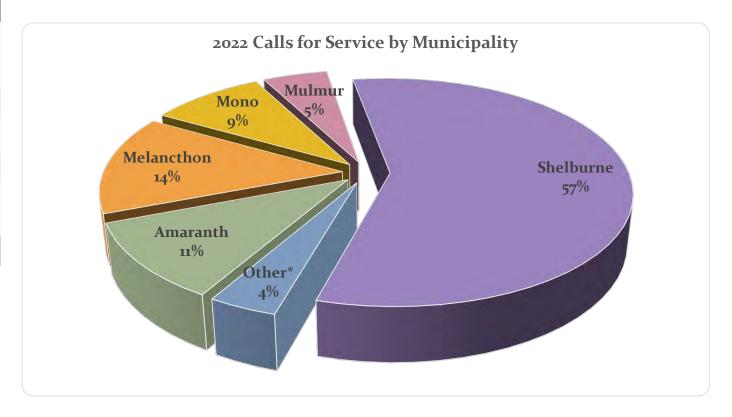
Our members continue to show strong commitment to the community, and I am proud to lead this dedicated team.

Respectfully and Professionally Submitted,

Chief Ralph Snyder

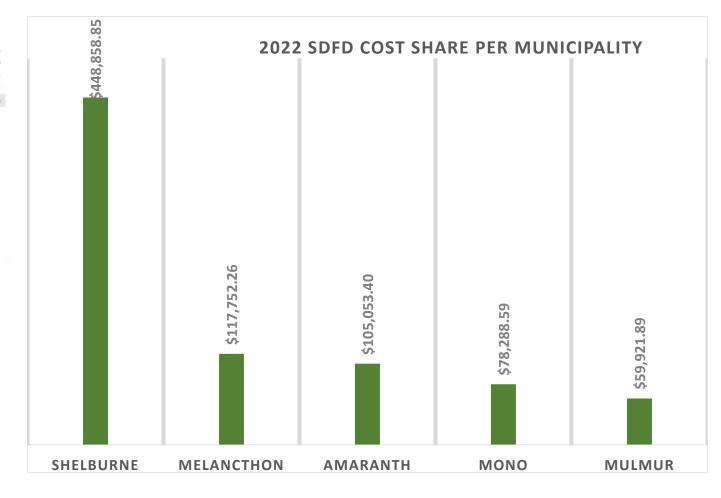
Municipality	# of Calls
Amaranth	36
Melancthon	47
Mono	30
Mulmur	17
Shelburne	190
Other*	13
	333

East Garafaxa, Orangeville,



Municipality	% Levy	\$ Levy
Shelburne	57.81%	\$ 448,858.85
Melancthon	15.33%	\$ 117,752.26
Amaranth	8.47%	\$ 105,053.40
Mono	10.66%	\$ 78,288.59
Mulmur	7.74%	\$ 59,921.89
Total Levy		\$ 809,975.00





SHELBURNE & DISTRICT FIRE DEPARTMENT



"SERVING THE MUNICIPALITIES OF AMARANTH, MELANCTHON, MONO, MULMUR AND SHELBURNE"

2022 Firefighter Training

Our dedicated Firefighters attended a total of 97 training sessions in 2022 for a total of 2095 total staff hours. Instructors committed 272 hours to delivery of training.

We also have monthly officer meetings at which we discuss training topics and lead instructors for each topic.

We generally divide into two training topics on a weekly basis and trainees switch topics each week. The training schedule is set at least 1 month in advance and a written lesson plan is prepared and approved by Chief Officers.

Outside of the scheduled internal training we had external training opportunities, but these were limited by availability. We are starting to see an improvement in the availability through the expansion of Regional Training Centers within a reasonable travel distance.

Each member of our dedicated rope rescue team committed over 40 additional hours to maintaining their competency with this technical skill.

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 had 3 members complete their 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



Fire Chief :Ralph Snyder
114 O'Flynn Street Shelburne ON
Shelburne ON L9V 2W9
PH: 519-925-5111

Date Nov 9 23

Inspections by Month From Jan 1 22 to Dec 31 22

JAN 2022	2
FEB 2022	8
MAR 2022	10
APR 2022	7
MAY 2022	11
JUN 2022	9
JUL 2022	5
AUG 2022	6
SEP 2022	2
OCT 2022	2
NOV 2022	7
DEC 2022	2
Total:	71



It is important that OFM has ALL of the 2022 SIR reports for your department. Please review the following sections. (Note: this report only shows data received prior to the date of this report, 03-May-2023)

- 1. Last report received: shows the date of the last report on file for 2022. Please file late reports as soon as possible.
- 2. The Emergency Call Summary shows the total reports received by OFM as of the date of this report.
- 3. Total Emergency Response into other Municipalities shows total calls by the department into neighbouring municipalities.
- 4. The **Monthly Summary** section shows the total fire and non-fire reports received by month.
- 5. The Exposure Fires section shows fires where the department reported exposure fires and notes where reports are missing.
- 6. The Injuries Reported/ Received section shows the total injuries reported and the number of full Injury reports filed.
- 7. NEW! The Fatalities Reported/ Received section shows the total injuries reported and the number of full Injury reports filed.
- 8. The NO LOSS OUTDOOR fire section lists incidents that do not meet the criteria for this response type and must be revised.
- 9. The Missing/Invalid PROPERTY section lists fire calls with invalid and missing property codes that must be revised.
- 10. The Missing/Invalid LOCATION section lists calls with invalid and missing location/ municipal codes that must be revised.
- 11. The **Duplicate Records** section lists calls that are duplicated (same dates, times, address, response type).

For a full LISTING OF ALL FIRE CALLS: e-mail your request to ofmstatistics@ontario.ca with your FDID in the subject line.

PLEASE VERIFY AND CONFIRM WITH THE OFM:

- If the information shown in these reports is correct, please email ofmstatistics@ontario.ca and confirm that no revisions are required. Include your FDID in the subject line.
- If revisions are required please file these changes as soon as possible by resubmitting the SIR report(s).

2221 00 Shelburne&District Fire Department

Last report received for 2022 :	30-D	ec-2022		ase ensure OFM has all of your SIR reports for emergency dents attended in 2022.					nergency	
Emergency Call Summary	Response Type		Total calls		SIR Injuries CIV FF		(*see New Fatalities so SIR Fatalities* CIV FF		Estimated loss	
	2022	Totals _	333		0	0	0	0	\$4,930,150	
Fire response			17	5%					\$4,930,150	
Loss reported(includes injurie	es/\$loss)									
	STRUCTU	RE	12	4%	0	0	0	0	\$4,910,150	
	VEHIC	CLE	2	1%	0	0	0	0	\$20,000	
No loss or injury reported										
	STRUCTU	RE	3	1%	0	0	0	0	\$0	
Fire response - outdoor no loss			6	2%						
Non fire call			310	93%					\$0	
Burn	ing (controll	ed)	12	4%	0	0	0	0	\$0	
	CO False c	alls	11	3%	0	0	0	0	\$0	
	False fire c	alls	61	18%	0	0	0	0	\$0	
Medical/r	esuscitator	call	47	14%	0	0	0	0	\$0	
(Other respor	nse	64	19%	0	0	0	0	\$0	
Pre fire co	nditions/no	fire	14	4%	0	0	0	0	\$0	
	Public Haz	ard	24	7%	0	0	0	0	\$0	
	Res	cue	77	23%	0	0	0	0	\$0	

Southgate

Town of Grand Valley



2022 Standard Incident Report Verification

Total Emergency responses into other Municipalities (included in Emergency Call Summary) If there are no totals listed, there are no reports of emergency responses into other/neighbouring municipalities Municipality **Total calls** Adjala-Tosorontio 1 Amaranth 36 East Garafraxa 1 Melancthon 47 Mono 30 Mulmur 17 Orangeville 5

1

5



Monthly sum	nmary of reports filed * Loss fire: fire w	ith injury, fatality or \$ loss report	ted. No Loss fire: 0 injury	and 0 fatality ar	nd \$0 loss.
	Response Type Category	Loss or noloss*	Total Calls	Injuries Reported	Est \$ Loss
January	Fire response (codes 1 or 2) Non fire call	Loss	2 21	0	\$4,000,000
February	Non fire call		20		
March	Fire response (codes 1 or 2)	Loss	2	0	\$13,000
	Fire response (codes 1 or 2) Non fire call	NoLoss	1 18	0	\$0
April	Fire response (codes 1 or 2) Fire response - outdoor no loss (code 3) Non fire call	Loss NoLoss	1 1 18	0	\$250
May	Fire response - outdoor no loss (code 3) Non fire call	NoLoss	2 29		
June	Fire response (codes 1 or 2) Fire response (codes 1 or 2) Non fire call	Loss NoLoss	2 1 29	0 0	\$825,000 \$0
July	Fire response - outdoor no loss (code 3) Non fire call	NoLoss	1 31		
August	Fire response (codes 1 or 2) Fire response (codes 1 or 2) Non fire call	Loss NoLoss	2 1 23	0 0	\$25,000 \$0
September	Fire response (codes 1 or 2) Non fire call	Loss	2 21	0	\$15,400
October	Fire response (codes 1 or 2) Fire response - outdoor no loss (code 3) Non fire call	Loss NoLoss	2 2 35	0	\$31,500
November	Non fire call		37		
December	Fire response (codes 1 or 2) Non fire call	Loss	1 28	0	\$20,000



Exposure Fires: (If there are no incidents listed, there are no reports of exposure fires.)

Listed below are the fire reports where there is a total reported in the "Total Exposures" field, or "Exposure number" field, or where the "Extent of Fire" field was code "11 - Spread beyond building of origin, resulted in exposure fire(s)".

Heat and/or Smoke damage do not qualify as exposure fire - there must be fire spread between the properties._
Response Type code "3-NO LOSS OUTDOOR FIRE" does not qualify as exposure fire - all exposure related calls must have Response Type "1-Fire" or "2-Explosion".

Please review this listing and ensure that there is a fire report for each of the exposure fires. There should be one exposure fire report (in addition to the intial fire report) for every property that was ignited as a result of the initial fire.

All related exposure fires are listed together with the originating fire report. If you see "Missing exposure fire..." or "Invalid exposure fire.." notes printed below, please:

- a) submit the additional required reports, OR
- b) revise the "Extent of Fire" or "Total Exposures" or "Exposure Number" fields, OR
- c) revise the "Response Type" to "1-Fire" and resubmit the SIR with Section B completed.

2221 Incident D	00 ate and call time	Response type Property type	Extent of Fire (i.e. spread)	Total # Exposures	Exposure Number	Address
FD incident #	#					

Injuries Reported/ Received:

(If there are no incidents listed, there are no reports of applicable injuries.)

*Calls where an injury total was reported on the SIR, or an injury report was received, are listed below.

If the TOTAL INJURY REPORTS RECEIVED does not match the TOTAL INJURIES REPORTED (on SIR), then the entire section will have a grey background, and we are asking you to review those reports. Please provide a revised SIR injury count or resubmit the incident with the missing injury report. At the end of the year OFM will revise the number of injures on the SIR to match the number of Injury reports received. **Fatalities not included** in this report, contact OFMEM for fire deaths.

NOTE*: Excluded from this list are Non-fire Civilian Injuries (civilian injuries are accepted for response codes 1 & 2 only), as well as response code "3-No loss outdoor fire" records (injuries not allowed for response code "3").

2221 00

Response Category:	Fire response	Total Injury records received:	0	Total Injuries reported on the SIR:	civ: 0	FF:	0
Response Category:	Non fire call	Total Injury records received:	0	Total Injuries reported on the SIR:		FF:	0



NEW! Fatalities Reported/ Received:

(If no incidents listed, there are no reports of deaths (see notes))

*Calls where a fatality total was reported on the SIR, or a fatal injury report was received, are listed below (see notes). Please contact OFM to verify any non-fire related FIREFIGHTER deaths!

If the TOTAL FATAL INJURY REPORTS RECEIVED does not match the TOTAL FATALITIES REPORTED (on SIR), then the entire section will have a grey background, and we are asking you to review those reports. Please provide a revised SIR fatality count or resubmit the incident with the missing FATAL injury report. At the end of the year, OFM will revise the number of fatalities on the SIR to match the number of confirmed and verified fire deaths investigated by the office.

Important NOTES*:

- Excluded from this list are Non-fire civilian fatalities (civilian deaths are accepted for response codes 1 & 2 only).
- Excuded from this list are response code "3-No loss outdoor fire" records (deaths not allowed for response code "3").
- OFM investigates all fatal fires in the province and will revise municipal fire death counts at year end to match verified and confirmed fire deaths reported by the Coroner and OFM fire investigators!

2221 00

Response Category:	Fire response	Total Fatal records received:	0	Total Fatalities reported on the SIR: CIV:	0 FF:	0
Response Category:	Non fire call	Total Fatal records received:	0	Total Fatalities reported on the SIR:	FF:	0

Response Type Code "3-NO LOSS OUTDOOR fire" Report Errors:

Definition: **No loss:** i.e. no fatality, and no injury, and \$0 loss **AND Outdoor:** i.e. open land, trash container outside, etc. **Exclusions:** fires occurring in structures, vehicles, recycling/dump sites, exposure fires, or outdoor fires where arson, vandalism or children playing was suspected.

The incidents listed below **do not meet the criteria** for Response code 3, they each have one of - a \$ loss or injury or death or structure or vehicle property type reported. These incidents should be resubmitted as response type code "1 - Fire" with sections B/ C completed where applicable (see definition above).

Please revise these incidents (if there are no incidents listed, there are no reports of this type with errors) and send updated reports to OFMStatistics@ontario.ca or update the report on the OFM data entry website.

		Response type		Reported	d losses	
				CIV	FF	
FD Incident #	Incident date	Property type	Est. \$	Injury Death	Injury Death	Address
OFM FDID:						
				- — — —		

e-mailed to: rsnyder@sdfd.ca;sdfd@bellnet.ca;;



2022 Standard	l Incident Report	Verification				Fire Marsha
Listed below are the	id PROPERTY Cod ne fire reports (response idents listed below, the correct property for eac	codes 1 or 2) with mere are no invalid/mi	iissing or invali ising property	codes.		
FD Incident # Incident location	Incident date hr min	Response type Property type	Injuries CIV FF	Estimated \$ loss	Address	
If there are no inc	ne incidents with missing idents listed below, the correct location code for the control of the	ere are no invalid/mi	ising location	/municipality codes. to the OFM.		Address
	-		·			
Please review the	ecords: nultiple incident records se records and advise dents listed below, there	the OFM which ones	s should be de	•	Type, and Addres	SS.
	iple stations (belonging	•	,	ttending the same call	only ONE incide	ent record

OFM FDID:

FD Incident #		Incident date/		
[OFM ID #]	Station#	Call hr min sec	Response type	Address

[]



The Shelburne and District Fire Department employs a wide range of fire apparatus and vehicles, along with tools and equipment, in carrying out its core mission. The department's vehicle fleet includes emergency response apparatus such as firefighting pumpers, aerial ladder apparatus, a water tanker (water supply vehicle), and a rescue vehicle. In addition, the fleet includes specialized apparatus support vehicles. The rescue and support vehicles can include hazardous materials response equipment, decontamination devices and diking materials, rehabilitation supplies and scene lighting.

The mission, duties, demographics, geography, and construction features within the community all play a major role in the make-up of the apparatus and vehicle inventory. These factors, as well as the funding available, are taken into consideration when specifying and purchasing apparatus and vehicles. Additionally, every effort is made to make apparatus and vehicles additions and replacements as versatile and multifunctional as possible.

It is a generally accepted fact that fire department apparatus and vehicles, like all types of mechanical devices, have a finite life. The length of that life depends on many factors, including vehicle mileage and engine hours, quality of preventative maintenance, and the quality of the driver operator training program. Also, longevity can be impacted by whether the fire apparatus is used within the design parameters, whether the apparatus was manufactured on a custom or commercial chassis, quality of workmanship by the original equipment manufacturer (OEM), quality of the components and materials used, and availability of replacement parts, to name a few. In the fire service, there are fire apparatus with 8 to 10 years of service that are simply worn out. There are also fire apparatus that were manufactured with quality components, that have had excellent maintenance, and that have responded to a minimum number of incidents that are still in serviceable condition after 20 years. Factors influencing apparatus replacement are age, mileage, cost per mile, and overall condition of the vehicle. The most emphasis in this document is placed on age and mileage.

Throughout this document, data as of September 1, 2023, are provided to illustrate the age, mileage, and the asset degree of physical condition using the scale as shown in Table 1.

GRADE	DESCRIPTION	
Very Good	The asset is typically new or recently rehabilitated.	
Good	The asset has some components that show general signs of deterioration that require attention.	
Fair	The asset shows general signs of deterioration and requires attention.	
Poon	The asset is mostly below standard, with many components approaching the end of their service life.	
Very Poor	The asset is in unacceptable condition with widespread signs advanced deterioration.	

Table 1: Degree of Apparatus and Vehicle Physical Condition Scale



Overall, the department has a comprehensive inventory of apparatus and other vehicles. It is the position of the department that it is well equipped to meet the types of emergency situations that it is likely to encounter within its urban, suburban, and rural characterized boundaries. The average age of the department five front-line apparatus is 9.6 years, with the oldest being 18 years of age.

We are implementing a new program; it includes an assessment of the apparatus or vehicle to determine status and replacement. The new program utilizes an assessment and inspection process for moving an apparatus from in service to retirement. While apparatus data and records are maintained throughout the life of the vehicle, more focused evaluations are conducted during preventative maintenance servicing and annual performance testing (i.e., fire pump and aerial ladder). Apparatus undergo a multi-section assessment and inspection process conducted by the department's outside service providers and internal personnel. The process includes an inspection to assess the condition and performance of the apparatus. A recommendation for retirement of an apparatus or vehicle is made by the fire department administration to the Fire Board. The adopted apparatus replacement program is efficient, cost effective, and a best practice.

NFPA 1901: Standard for Automotive Fire Apparatus, 2016 edition, serves as a guide in the design of fire apparatus; while NFPA 1911: Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus helps ensure in-service fire apparatus are serviced and maintained to always keep them in safe operating condition and ready for response. The documents are updated every five years, using input from public and private stakeholders through a formal review process. The committee membership is made up of representatives from the fire service, manufacturers, consultants, and special interest groups. The committee monitors various issues and problems that occur with fire apparatus and attempts to develop standards that address those issues. A primary interest of the committee over the past years has been improving firefighter safety and reducing fire apparatus accidents. The Annex Material in NFPA 1911 contains recommendations and work sheets to assist in decision making in vehicle replacement. With respect to recommended vehicle service life, the following excerpt is noteworthy: "It is recommended that apparatus greater than 15-years old that have been properly maintained and that are still in serviceable condition be placed in reserve status and upgraded in accordance with NFPA 1912, Standard for Fire Apparatus Refurbishing, to incorporate as many features as possible of the current fire apparatus standard. This will ensure that, while the apparatus might not totally comply with the current edition of the automotive fire apparatus standards, many improvements and upgrades required by the recent versions of the standards are available to the firefighters who use the apparatus." The standard goes on to state; "Apparatus that were not manufactured to the applicable apparatus standards or that are over 25 years old should be replaced."



Apparatus Overview

Pumping Apparatus

Firefighting pumpers, also known as engines, are the bread and butter to a fire department. This type of apparatus is comprised of three main elements: pump, water, and hose. Front-line pumpers have at minimum a 1,250 gallons per minute fire pump, 750 gallons of water, and 30 gallons of Class A firefighting foam. In addition, each pumper must have at least 700 feet (ft.) of large diameter hose, 700 ft. of 65mm hose, 700 ft. of 45mm hose, various nozzles, adaptors, limited forcible entry tools, thermal imagining camera, and 48 ft. of ground ladders and life support equipment to meet the fire protection and emergency medical service demands of the community, as well as NFPA standards and requirements. The primary jobs of pumpers and personnel are to establish a constant water supply, minimize fire and smoke exposure to other structures, and eliminate the source of the fire. Both apparatuses are in very good condition and were manufactured with the latest safety features.





Aerial Ladder Apparatus

The department operates one aerial ladder truck – also called a truck company or ladder company. This apparatus is rarely assigned to respond alone; it typically is assigned to incidents with pumpers or other apparatus. Along with a full cache of rescue, ventilation, and cutting equipment, it carry's numerous ground ladders, and a 100-foot hydraulic powered aerial ladder. On fire scenes, ladder companies are responsible for laddering, overhaul, ventilation, forcible entry, search and rescue, salvage, and utility control. This apparatus is useful in situations requiring an elevated access for rescue operations, restricted access or master stream operations. Overall, this apparatus is in very good condition and was repaired to pass the every 5 year required non-destructive testing in 2022.





Technical Rescue Apparatus

The department's one rescue apparatus is the nucleus of special operations and technical rescue operations. The department has one rescue unit built by Oro Design on a 2004 International 4400 chassis. It is charged with providing the necessary personnel and equipment to rescue individuals trapped in life-threatening situations. This apparatus is a critical asset during routine fire incidents, as well as those less common, such as vehicle extrication, machinery rescue, and other incidents that required a specialized response capability. The rescue apparatus is very much like a huge rolling toolbox operated by firefighters. It is an essential component of the department's response potential and proficiency. The apparatus is deteriorating, and the design has some concerning safety issues.





Mobile Water Supply Apparatus

The department utilizes mobile water supply apparatus to support firefighting in situations where water supply may be impacted, such as areas of the Township without public water service and fire hydrants. These types of apparatus are better known as "tenders" or "tankers", which are designed primarily for transporting water to fire emergency scenes to be applied by pumping apparatus. The department has one 2,500 imp. gallon unit built by Seagrave on a 2009 International 7600 chassis. It also available for mutual aid responses to communities that collaborate and cooperate with SDFD. In general, the apparatus is safe and reliable, and in fair condition.





The department operates two staff and utility vehicles for transporting personnel to conduct the department's daily business and equipment between the fire station and incident scenes. These assigned vehicles can also be utilized to transport gear and equipment for emergency incidents as needed.

The Fire Chief is assigned a staff vehicle (C21), he or she is "on call" 24-hours a day, seven days a week. It is a Ford Explorer Police Interceptor previously operated by the Shelburne Police department. It has seen some mechanical issues and rated as poor condition.



The other utility vehicle (C22) is housed at the fire house for use by any firefighter. The primary use is for the Deputy Chief to respond and use as a command vehicle in the Chief's absence. This vehicle may be used for conducting approved department business, driving out of town for fire department related training, or responding to emergency incidents. The vehicle provides the ability to carry resources to conduct fire and life safety inspections, fire scene investigations, as well as store personal protection equipment. It is rated in very good condition.





Apparatus & Vehicle Assessment Report

Vehicle	Туре	Year	Manufacturer &	Mileage	Condition	Planned
No.			Model	Km		Replacement
P24	Pumper	2017	Spartan Metro Star	15840	Very Good	2037
P27	Pumper	2021	Spartan Metro Star	4713	Very Good	2041
L28	Aerial	2012	E-One HP 100	8054	Very Good	2037
R26	Rescue	2004	International 4400	43218	Very Poor	2023
T25	Tanker	2009	International 7600	24258	Fair	2025
C21	SUV	2017	Ford Explorer	173625	Poor	2024
C22	Pickup	2019	Chev Silverado	24237	Very Good	2029

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.

2022 was another great year for the Shelburne & District Fire Department. Our firefighters continued to show their professionalism with commitment to supporting our communities through training and response.

With the transition towards full NFPA certifications. All firefighters will be required to achieve NFPA certification for the roles they perform under our Establishing and Regulating bylaws under this new mandate starting in July of 2026.

We continue to review the long-term replacement plan to evaluate options for maintaining a viable emergency response fleet. We are continuing to see an increase upwards of in the cost of new fire apparatus. 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 have secured a grant from Farm Credit Canada to help offset this capital purchase in 2023.

We are still facing challenges with the training of our Firefighters and Officers. We continue to investigate new ways to achieve training goals. We have discussed some learning contracts with the OFM and will pursue this alternative to continue education and training. 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. We are in the process of installing a small training facility with assistance from The Shelburne Firefighters Association, who have purchased 3 shipping containers to house the training area.

SDFD call volume increased to pre-pandemic levels with an increase of 97 calls or 41% over 2021's responses. 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



Clerk's Department

Township of Clearview Box 200, 217 Gideon Street Stayner, Ontario LOM 1S0

clerks@clearview.ca | www.clearview.ca

Phone: 705-428-6230

December 12, 2023 File: C00.2023

Hon. Todd McCarthy Ministry of Public and Business Service Delivery 777 Bay Street, 5th Floor Toronto ON M5B 2H7

Sent by Email

RE: Cemetery Transfer/Abandonment Administration & Management Support

Please be advised that Council of the Township of Clearview, at its meeting held on December 11, 2023, passed a resolution regarding Cemetery Transfer/Abandonment Administration & Management Support as follows:

Moved by Councillor Walker, Seconded by Councillor Broderick, Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;

And Whereas cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

And Whereas the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

Now Therefore Be It Resolved that Council of the Township of Clearview requests that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider the following to assist municipalities in this growing concern of cemetery transfers:

- Amend the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries; Page 6 of 7
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Brian Saunderson and all Ontario municipalities. Motion Carried.

For reference, please find attached the Staff Report LS-032-2023 that provides background for the above resolution. If you have any questions, please do not hesitate to contact the undersigned.

Regards,

HULLILL

Sasha Helmkay-Playter, B.A., Dipl. M.A., AOMC Clerk/Director of Legislative Services

cc: Jim Cassimatis, BAO Interim CEO/Registrar MPP Simcoe Grey, Brian Saunderson Ontario Municipalities





Sent via email: premier@ontario.ca
minister.mah@ontario.ca

December 13, 2023

Hon. Doug Ford Premier of Ontario

Hon. Paul Calandra Minister of Municipal Affairs and Housing

Dear Premier Ford and Minister Calandra:

On November 14th, 2023, Council for the Town of Mono passed the following resolution opposing strong mayor powers.

Resolution #6-22-2023

Moved by Elaine Capes, Seconded by Ralph Manktelow

WHEREAS very few municipalities in North America have what we refer to as a "strong Mayor" system, nor are they universally supported or admired. The vast majority have systems of local government quite similar to the majority model across Canada.

Geroge Cuff, Municipal World Nov 2022 p.35;

AND WHEREAS, the advantages of the current "weak Major" system includes:

- Having to consider the views of others;
- Being part of group decisions (i.e. Council) determining who the CAO will be:
- Being able to rely on the advice of an apolitical senior administrator;
- Being reliant upon a team of experienced senior managers;
- Understanding that the advice given to all developers, builders, and new businesses is going to be based on what is deemed to be best for the community as a whole vs one person's agenda;
- Recognizing that a council policy decision can and will trump any administrative preference or recommendation

Geroge Cuff, Municipal World Nov 2022 p.36;

P: 519.941.3599 F: 519.941.9490 E: info@townofmono.com W: townofmono.com

AND WHEREAS, "A year and half ago, Ford's Progressive Conservatives laid down specific housing targets for 29 of the province's largest and fastest-growing municipalities to hit by 2031. Ford announced Monday that targets had been assigned to 21 additional municipalities with populations projected to exceed 50,000 by 2031, including Aurora, Sarnia, Thunder Bay and Belleville. If the heads of council for these 21 municipalities commit in writing to their targets by Oct. 15 of this year, they will receive strong mayor powers by the end of that month, according to a background document provided by the province. Strong mayor powers include allowing mayors to propose housing-related bylaws and pass them with the support of one-third of councillors, as well as override council approval of certain bylaws and prepare their city's budget, instead of council. The powers, which effectively allow minority rule on issues of "provincial priorities," including housing, have been criticized by some as undemocratic;"

Ryan Patrick Jones · CBC News · Posted: Aug 21, 2023 12:16 PM EDT | Last Updated: August 21 Ontario to expand 'strong mayor' powers to smaller cities, launches \$1.2B home-building incentive fund | CBC News;

AND WHEREAS, "It's a "radical shift," according to Stéphane Émard-Chabot, who teaches municipal law at the University of Ottawa and was once a councillor for the city. "To me it impoverishes our democracy at the local level,";

<u>Dan Taekema</u> · CBC News · Posted: Jul 20, 2022 4:33 PM EDT | Last Updated: July 20, 2022 <u>'Strong mayor'</u> system would silence elected representatives and <u>community, councillor says</u> | <u>CBC News</u>;

AND WHEREAS, "Bill 39, approved by the Ontario legislature in December, pushes the envelope by proposing to give mayors the power to do something that no governing executive can do in <u>any western democracy</u>: pass bills with only one-third support of the legislature.

The Ford government insists Ontario needs more housing supply to address the affordability crisis and that "strong mayors" are the best way to make that happen — a debatable proposition. This imposition of minority rule sets a terrible precedent, the future implications of which are unknown. It should be reversed as soon as possible.

What could possibly justify this gross violation of democratic norms and traditions?

Downloading political responsibility for the housing crisis

What then are these "strong mayor" powers in Bill 3 and Bill 39 really about?

We conclude that, under the guise of empowering mayors, the provincial government is deliberately blurring accountability for the housing agenda to avoid

P: 519.941.3599 F: 519.941.9490 E: info@townofmono.com
W: townofmono.com

paying the political cost for disrupting established neighbourhoods. To avoid such a backlash, the Ontario government appears to be transferring political responsibility for the housing crisis to big-city mayors. If affordable housing does not materialize in strong-mayor cities, the province can blame the mayors.

Undermining local democracy

...the Ford government has not delivered a well-considered set of reforms to local executive authority. Instead, it is enacting a series of ad-hoc but increasingly radical measures. They are aimed at advancing a particular agenda, but their repercussions may be long-lasting and deeply damaging to local democracy.

The foundation of Canada's political system — and of all other democracies — is majority rule. Our democratic institutions contain many safeguards to protect minorities from the tyranny of the majority. The Constitution guarantees the rights of linguistic, religious and other minorities. Many important issues require agreement between the federal and provincial governments. In some other countries, a two-thirds supermajority is required for certain types of decisions.

Bill 39 entrenches a new principle: minority rule. In doing so, it rolls back almost 400 years of democratic development premised on checks and balances between executive and legislative authority — all in the name of a narrow property development agenda masquerading as a housing affordability plan.

While giving mayors unilateral powers may appear to enhance local autonomy, mayoral action is now tightly yoked to the transitory agenda of the Ontario government of the day. Unlike strong mayors in American cities, Ontario's new strong mayors can use their new powers only to veto and pass bills for the purpose of advancing "provincial priorities." For Doug Ford's Progressive Conservatives, these priorities are to build as much housing as possible, as fast as possible. But once the strong mayor powers come into force, they will exist for years to come. What might future provincial government priorities be? To what new purposes might the Ontario government's mayoral marionettes be turned in the future? We can only guess.

Bill 39 sets a terrible precedent that will reverberate across Canada and around the world. Arguing that minority rule will be rarely used, that it can be used only in specific circumstances, or that it is required to address an immediate crisis, is a red herring. Bill 39 will erode local autonomy and normalize minority rule as a legitimate governing principle. Minority rule has no place in a democracy. Bill 39 should be repealed."

Policy Options, <u>Strong mayor powers in Ontario are a gross violation of democratic principles (irpp.org)</u>;

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W: townofmono.com

THEREFORE BE IT RESOLVED that the Council for the Town of Mono affirms that we will not sign onto any agreements with the province for building homes in exchange of obtaining "strong" mayor powers under Bill 39, and further confirm, that the Council for the Town of Mono will continue to operate under the traditional democratic model of a "weak" mayor system.

"Carried"

Regards,

Fred Simpson, Clerk

Copy: Honourable Sylvia Jones, Dufferin-Caledon MPP All Dufferin municipalities Association of Municipalities of Ontario

P: 519.941.3599 F: 519.941.9490 E: info@townofmono.com
W: townofmono.com

Vily of Lavallet Kirdlany
Ville (ii) Lavallet Kirdlany



December 12, 2023

Sent Via Email

Municipalities of Ontario

Re: Amendment to the Occupational Health and Safety Act to Clarify the Definition of "Employer"

PO BOX 5000 STN A 200 BRADY STREET SUDBURY ON P3A 5P3

CP 5000 SUCC A 200, RUE BRADY SUDBURY ON P3A 5P3

705,671,2489

www.greatersudbury.ca www.grandsudbury.ca The following resolution was passed by Council of the City of Greater Sudbury on December 5, 2023:

CC2023-303: WHEREAS in 2015 the City of Greater Sudbury (the "City") entered into a contract with a contractor experienced in road construction projects to complete a project on Elgin Street in the City's downtown core;

AND WHEREAS the contract provided that the contractor would be the constructor for the project as that term is defined in the Occupational Health and Safety Act (the "Act");

AND WHEREAS an employee of the constructor operating a grader on the project struck and killed a pedestrian;

AND WHEREAS the City was charged with offences under the Act as the constructor and the employer;

AND WHEREAS after being acquitted at trial and on appeal, the Ontario Court of Appeal, in a decision issued on April 23, 2021, found the City to be liable for contraventions of the Construction Regulations as an employer as it employed quality control inspectors to monitor the quality of work on the project from time-to-time;

AND WHEREAS the Supreme Court of Canada, in a decision issued on November 10, 2023, was evenly divided 4-4 on the issue resulting in dismissal of the City's appeal;

AND WHEREAS the consequence of this decision is that municipalities in Ontario, as well as all other owners of property in the province, who wish to undertake construction, are subject to being charged and convicted as an employer for offences in relation to project sites for which they have no control and have, in accordance with the Act, contracted with an entity to assume plenary oversight and authority over the work on such site as the constructor; AND WHEREAS the potential of an owner being charged as an employer as that term is defined in the Act in circumstances where it has engaged a constructor disregards and renders meaningless the owner-constructor provisions contained in the Act and presents an unacceptable level of increased risk and confusion for owners and contractors throughout the province;

AND WHEREAS the City believes that the safety of workers is paramount however the safety of workers on construction projects in Ontario is not increased by placing liability on parties that do not have control of and are not responsible for the conduct of the work on such sites;

NOW THEREFORE BE IT RESOLVED THAT the Council for the City of Greater Sudbury requests that the province amend the Occupational Health and Safety Act to clarify the definition of "employer" to exclude owners that have contracted with a constructor for a project;

AND BE IT FURTHER RESOLVED THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, France Gelinas, MPP for Nickel Belt, Jamie West, MPP for Sudbury, the Association of Municipalities of Ontario, the Federation of Northern Ontario Municipalities, Ontario's Big City Mayors, Mayors and Regional Chairs of Ontario, Northern Ontario Large Urban Mayors, the Council of Ontario Construction Associations, the Ontario Chamber of Commerce and all Ontario municipalities.

Yours truly,

Brigitte Sobush

Manager of Clerk's Services/Deputy City Clerk

c. Members of City Council
Eric Labelle, City Solicitor and Clerk



City of Stratford, Corporate Services Department Clerk's Office

City Hall, P. O. Box 818, Stratford, Ontario N5A 6W1

Tel: 519-271-0250, extension 5237

Email: clerks@stratford.ca Website: www.stratford.ca

December 19, 2023

Sent via e-mail: chrystia.freeland@parl.gc.ca

Honourable Chrystia Freeland, Minister of Finance of Canada 344 Bloor Street West Suite 510 Toronto, Ontario M5S 3A7

Dear Honourable Chrystia Freeland, Minister of Finance of Canada:

Re: Resolution – CEBA Loan Businesses

At the November 27, 2023, Stratford City Council meeting, correspondence from the Downtown Stratford Business Improvement Area regarding more business support for CEBA loan businesses was provided for endorsement as part of the Consent Agenda (CA-2023-141). Enclosed with this letter is a copy of the correspondence received.

At the meeting, Council adopted the following resolution:

R2023-520

THAT CA-2023-141, being correspondence from the Downtown Stratford Business Improvement Area regarding more business support for CEBA loan businesses, be endorsed;

AND THAT a copy of this resolution be forwarded to Chrystia Freeland, Minister of Finance of Canada, John Nater, Perth-Wellington MP, and all municipalities in Ontario for endorsement.

Sincerely,
T. Dafoe
Tatiana Dafoe, Clerk



November 17, 2023

Hon. Chrystia Freeland, Finance Minister 510-344 Bloor Street W Toronto, Ontario M5S 3A7

Subject: The Downtown Stratford Business Improvement Area (DTSBIA) is Urging the Federal Government to Provide More Business Support for CEBA loan Businesses.

Dear Hon. Chrystia Freeland, Finance Minister,

The Downtown Stratford BIA was grateful to see some movement regarding the CEBA loans. However, after reviewing the new forgivable portion of the loans, in the announcement, the feedback from our partners, stakeholders, and members, all echoed the message that more needs to be done to lessen bankruptcies, vacancies and the subsequent increase in social issues in our community.

Tourist areas, such as Stratford, were the hardest hit by the pandemic as the stoppage of the revenue streams hit our entertainment industry and the ripple effect spilled over into restaurants, retail, and service providers. The Stratford economy was halted.

According to a 2023 report, taken from Statistics Canada's website, small businesses are major contributors to the Canadian economy. In 2022, businesses with 1 to 99 employees comprised 98.0% of all employer businesses in Canada and employed 10.7 million individuals which is almost two-thirds (63.0%) of all employees. By comparison, businesses with 100 to 500 employees, employed 3.6 million individuals (21.0% of employees) and businesses with more than 500 employees employed 2.7 million individuals (16.0% of employees) in Canada. As such, smaller businesses play an important role in employing Canadians and are a significant driver in shaping the economy.

Downtown Stratford is not made up of large corporate chains that can balance out their revenue shortfalls in a tourist area with other larger metropolitan locations that have recovered much quicker. For the most part our restaurants and shops are sole proprietorships and entrepreneurs who are fighting to keep their doors open. As the pandemic fades, elsewhere, the aftermath in tourist cities, like Stratford, hangs on. In addition Stratford businesses are facing a raft of new challenges: the cost-of-living crisis, rising prices, increased labour costs, supply disruptions, and climate events – the list goes on and on.

These new challenges and increased costs all end up raising the prices that businesses have to charge for their goods and services. This increase means both the Provincial and Federal Governments are benefiting from more tax revenue on these increased prices. The only ones not winning are the business owners as margins are shrinking with efforts to remain competitive in this difficult marketplace

For the businesses that are being crushed with heavy debt and operating in an economic sector that has been hit hard, we see closures. In Stratford Downtown alone we have 15 business closures (11 of which



were hospitality businesses) to date in 2023, when looking from the start of the pandemic we have had 35 closures. Currently there are 9 of our downtown businesses that have been for sale for a number of months as owners try to escape debt. As well as there have been dozens of other small business closures in the City of Stratford in 2023. These closures represent hundreds of jobs lost with well over a hundred in the last week alone.

These lost jobs cost all levels of government revenue in taxes and an increased cost in social services to help them transition into a new career. These funds would be better served to reduce unemployment in Stratford with the businesses that grow our economic infrastructure

To limit or minimize the number of vacancies and bankruptcies affecting our downtown businesses, the Downtown Stratford BIA respectfully requests businesses pursuing the announced five percent (5%) loan also qualify for forgiveness on the forgivable portions of the loan. Of importance to note many businesses do not qualify for a loan due to the current debt load that they are dealing with. Banks and even private loan companies are not lending funds to businesses in the hospitality business (restaurants, cafes, and accommodators) even with buildings and properties as collateral. These sectors are being deemed as high risk. Businesses face remortgaging or taking out high interest rate second mortgages on their homes putting their entire existence in jeopardy.

Therefore, we are calling upon the Federal Government to Extend the full CEBA program deadline by extending the forgiveness (up to \$20,000 of the maximum \$60,000) deadline for businesses to coincide with the new repayment deadline of December 31, 2026. Let our entrepreneurs have a fighting chance.

Sincerely,

DocuSigned by:

Shawn Malvern

8513F3A4EFB74C8...

Shawn Malvern

Chair of the Board of Directors DTSBIA

on behalf of the Downtown Stratford Business Improvement Area (DTSBIA)





Sent via email: premier@ontario.ca
minister.mah@ontario.ca

December 19, 2023

Hon. Doug Ford Premier of Ontario

Hon. Paul Calandra Minister of Municipal Affairs and Housing

Dear Premier Ford and Minister Calandra:

On November 28th, 2023, Council for the Town of Mono passed the following resolution asking the province to consider amendments to the Residential Tenancies Act, 2006.

Resolution #10-23-2023

Moved by Ralph Manktelow, Seconded by Elaine Capes

WHEREAS, the Ontario government has acknowledged an affordable housing and housing supply crisis, communicating a targeted approach to build 1.5 million homes by 2031;

AND WHEREAS, nearly one-third of Ontario households rent, rather than own, according to the most recent 2021 Census of Population;

AND WHEREAS, the Ontario government has reported that Ontario broke ground on nearly 15,000 purpose-built rentals in 2022, a 7.5 percent increase from 2021 and the highest number on record, with continued growth into 2023;

AND WHEREAS, the Residential Tenancies Act, 2006, provides for the maximum a landlord can increase most tenants rent during a year without the approval of the Landlord and Tenant Board;

AND WHEREAS, the Ontario government recently strengthened protections for tenants with the intention of preserving affordability, by holding the rent increase guideline for 2024 to 2.5 percent, well below the average inflation rate of 5.9 percent;

AND WHEREAS, the rental increase guideline protection does not apply to rental units occupied for the first time after November 15, 2018, leaving an increasing number of tenants susceptible to disproportionate and unsustainable rental increases compared to those benefiting from legislated increase protection.

NOW THEREFORE BE IT RESOLVED that the Council of the Town of Mono requests provincial consideration for amendments to the Residential Tenancies Act, 2006, to ensure that all tenants benefit from protections intended to preserve affordability;

AND THAT a copy of this Resolution be sent to Honourable Doug Ford, Premier of Ontario, Honourable Paul Calandra, Minister of Municipal Affairs and Housing, Honourable Rob Flack, Associate Minister of Housing, and the Association of Municipalities of Ontario (AMO).

"Carried"

Respectfully,

Fred Simpson, Clerk

Copy: Honourable Rob Flack, Associate Minister of Housing Honourable Sylvia Jones, Dufferin-Caledon MPP All Dufferin municipalities Association of Municipalities of Ontario

P: 519.941.3599 F: 519.941.9490 E: info@townofmono.com
W: townofmono.com





Sent via email: MinisterMCCSS@ontario.ca sylvia.jones@ontario.ca minister.mah@ontario.ca

December 19, 2023

Hon. Michael Parsa Minister of Children, Community, and Social Services

Hon. Sylvia Jones Minister of Health

Hon. Paul Calandra Minister of Municipal Affairs and Housing

Dear Ministers Parsa, Jones and Calandra:

On November 28th, 2023, Council for the Town of Mono passed the following resolution regarding Ontario Works Financial Assistance.

Resolution #8-23-2023

Moved by Elaine Capes, Seconded by Melinda Davie

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

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

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

AND WHEREAS, Ontario Works Financial Assistance rates have been frozen since 2018;

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

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

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

AND WHEREAS, privacy obligations under The Personal Health Information Protection ACT (PHIPA) do not extend to municipal delivery agents for Ontario Works;

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

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

THEREFORE BE IT RESOLVED that the Town of Mono calls on the Provincial Government to urgently:

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

AND FURTHER THAT a copy of this motion be sent to the Minister of Children, Community, and Social Services, the Minister of Health, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association, and all Dufferin municipalities.

"Carried"

P: 519.941.3599 F: 519.941.9490 E: info@townofmono.com
W: townofmono.com





Sent via email: <u>premier@ontario.ca</u> <u>minister.mecp@ontario.ca</u>

December 20, 2023

Hon. Doug Ford Premier of Ontario

Hon. Andrea Khanjin Minister of Environment, Conservation and Parks

Dear Premier Ford and Minister Khanjin:

On December 12th, 2023, Council for the Town of Mono passed the following resolution calling on the province to partner with social enterprise organizations, municipalities and others to create recycling centres to accept recyclable materials including alcohol containers, household hazardous materials and other items that should be diverted from landfill or incineration.

Resolution #7-24-2023

Moved by John Creelman, Seconded by Elaine Capes

WHEREAS, the Government of Ontario is looking to change the way beer, wine and spirits are sold in Ontario;

AND WHEREAS, a possible outcome of this may be the end of the contract with Beer Stores to recycle wine, spirit and beer containers;

AND WHEREAS, Ontario municipalities wish to see a robust recycling system and network for all products potentially recyclable or reusable.

THEREFORE BE IT RESOLVED that the Town of Mono calls on the Ontario Government to partner with social enterprise organizations, municipalities and others to create recycling centres to accept recyclable materials including alcohol containers, household hazardous materials and other items that should be diverted from landfill or incineration.

"Carried"



Legislative Services Jaclyn Grossi 905-726-4768 clerks@aurora.ca

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

December 19, 2023

The Honourable Doug Ford, Premier of Ontario Premier's Office, Room 281 Legislative Building, Queen's Park Toronto, ON M7A 1A1 **Delivered by email** premier@ontario.ca

Dear Premier Ford:

Re: Town of Aurora Council Resolution of December 12, 2023

Motion 10.1 – Councillor Gilliland; Re: Homelessness Crisis

Please be advised that this matter was considered by Council at its meeting held on December 12, 2023, and in this regard, Council adopted the following resolution:

Whereas the homelessness crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario, and that Council accepts that the responsibility to address these challenges rests with community stakeholders, partners, and residents as well as regional, federal, and provincial governments and agencies; and

Whereas the Town of Aurora recognizes the challenges of mental health, addictions, and homelessness, which are complex issues that have a significant and detrimental impact on the residents of the Town of Aurora and surrounding areas within Ontario; and

Whereas addressing and responding to these issues has placed extreme stress on all levels of regional, municipal, and non-municipal programs and services, including various not-for-profit organizations and provincially funded health services within the Town of Aurora and surrounding areas;

- 1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledge that homelessness in Ontario is a social, economic and health crisis, including people with substance use disorders; and
- 2. Be It Further Resolved That the Town of Aurora commits to ending homelessness in the community in collaboration with the Region, and both the Provincial and Federal governments; and

- 3. Be It Further Resolved That the Town of Aurora call on the Region, the Province and Federal governments to increase action and supports on the following:
 - a. Commit to ending homelessness in Ontario; and
 - b. Work with the Association of Municipalities of Ontario (AMO) and a broad range of community, health, and economic partners to develop, resource, and implement an action plan to achieve this goal; and
 - c. Provide a long-term financial commitment to assist in the creation of more affordable and supportive housing for people in need, in York Region, including people with substance use disorders; and
 - d. Increase investments in evidence informed substance use prevention and mental health promotion initiatives that provide foundational support for the health, safety and well-being of individuals, families, and neighbourhoods, beginning from early childhood; and
- 4. Be It Further Resolved That a copy of this motion be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; the Minister of the Solicitor General; the Minister of Finance; the Chief Medical Officer of Health; Town of Aurora local MPs and MPPs; the Association of Municipalities of Ontario; and all Ontario municipalities.

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

Sincerely,

/Jaclyn Grossi

Deputy Town Clerk

The Corporation of the Town of Aurora

JG/lb

Attachment (Council meeting extract)

Copy: Hon. Paul Calandra, Minister of Municipal Affairs and Housing
Hon. Michael Parsa, Minister of Children, Community and Social Services, MPP
Aurora—Oak Ridges—Richmond Hill



100 John West Way Aurora, Ontario L4G 6J1 (905) 727-3123

Town of Aurora

Council Meeting Extract

Tuesday, December 12, 2023

10. Motions

10.1 Councillor Gilliland; Re: Homelessness Crisis

Moved by Councillor Gilliland Seconded by Councillor Gaertner

Whereas the homelessness crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario, and that Council accepts that the responsibility to address these challenges rests with community stakeholders, partners, and residents as well as regional, federal, and provincial governments and agencies; and

Whereas the Town of Aurora recognizes the challenges of mental health, addictions, and homelessness, which are complex issues that have a significant and detrimental impact on the residents of the Town of Aurora and surrounding areas within Ontario; and

Whereas addressing and responding to these issues has placed extreme stress on all levels of regional, municipal, and non-municipal programs and services, including various not-for-profit organizations and provincially funded health services within the Town of Aurora and surrounding areas;

- 1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledge that homelessness in Ontario is a social, economic and health crisis, including people with substance use disorders; and
- 2. Be It Further Resolved That the Town of Aurora commits to ending homelessness in the community in collaboration with the Region, and both the Provincial and Federal governments; and
- 3. Be It Further Resolved That the Town of Aurora call on the Region, the Province and Federal governments to increase action and supports on the following:
 - a. Commit to ending homelessness in Ontario; and
 - b. Work with the Association of Municipalities of Ontario (AMO) and a broad range of community, health, and economic partners to

- develop, resource, and implement an action plan to achieve this goal; and
- c. Provide a long-term financial commitment to assist in the creation of more affordable and supportive housing for people in need, in York Region, including people with substance use disorders; and
- d. Increase investments in evidence informed substance use prevention and mental health promotion initiatives that provide foundational support for the health, safety and well-being of individuals, families, and neighbourhoods, beginning from early childhood; and
- 4. Be It Further Resolved That a copy of this motion be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; the Minister of the Solicitor General; the Minister of Finance; the Chief Medical Officer of Health; Town of Aurora local MPs and MPPs; the Association of Municipalities of Ontario; and all Ontario municipalities.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)



CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. 01 - 2024

A BY-LAW TO AUTHORIZE THE TEMPORARY BORROWING OF FUNDS

WHEREAS the provisions of Section 407 of the Municipal Act, 2001, S. O. 2001, c25, as amended, permit a municipality to authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amount Council considers necessary to meet the current expenditures of the municipality for the year;

AND WHEREAS the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest, except with the approval of the Ontario Land Tribunal, is limited:

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

- 1. THAT the Treasurer is hereby authorized on behalf of the Corporation to borrow monies from time to time by way of promissory notes from the Canadian Toronto-Dominion Bank ("TD"), Shelburne Branch, such sum or sums at any one time together with the total of any similar borrowings that have not been repaid, not exceeding the amount of \$2,600,000, until the levies and other revenues are received, to meet current expenditures including the amounts required for principal and interest falling due within the year 2024 upon any debt of the Corporation and the sums required by law to be provided by the Corporation for any local board of the Corporation and to give on behalf of the Corporation of the Township of Mulmur to the lender a promissory note or notes signed, sealed and executed by the CAO and Treasurer for the monies so borrowed with interest.
- 2. THAT all sums borrowed pursuant to the authority of this by-law as well as all other sums borrowed in the year and all preceding years from "TD" to meet current expenditures of the Corporation shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the year and for all preceding years as and when such revenues are received.
- 3. THAT the Treasurer is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all of the monies hereafter collected or received either on account or realized in respect of the taxes levied for the year and preceding years, or from any other source, which may lawfully be applied for such purpose.

THEOLD THIS TO BITT OF GRATOF	. 2021.
LANET LIODNED MANYOD	TDAGEN/ATI/INGGNI GAG/GLEDI/
JANET HORNER, MAYOR	TRACEY ATKINSON, CAO/CLERK

PASSED THIS 10TH DAY OF JANUARY 2024



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. -2024

BEING A BY-LAW TO APPOINT A CLERK FOR THE CORPORATION OF THE TOWNSHIP OF MULMUR

WHEREAS Section 227 of the Municipal Act, 2001, S.O. 2001, c.25, as amended states the role of the municipal administration and its role as officers and employees of the municipality;

AND WHEREAS Section 228 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, states that the municipality shall appoint a Clerk;

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

- 1. That Council hereby appoint Roseann Knechtel as the Clerk for the Township of Mulmur.
- 2. That By-law #26-2022, being a by-law to appoint Roseann Knechtel as Deputy Clerk for the Township of Mulmur, and any amendments thereto is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 10th day of January, 2024.

JANET HORNER, MAYOR	TRACEY ATKINSON, CLERK



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. -2024

BEING A BY-LAW TO APPOINT A CHIEF ADMINISTRATIVE OFFICER AND DEPUTY CLERK FOR THE CORPORATION OF THE TOWNSHIP OF MULMUR

WHEREAS Section 227 of the Municipal Act, 2001, S.O. 2001, c.25, as amended states the role of the municipal administration and its role as officers and employees of the municipality;

AND WHEREAS Section 228 (2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, states that the municipality may appoint a Deputy Clerk who has all the powers and duties of the Clerk:

AND WHEREAS Section 229 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, states that the municipality may appoint a Chief Administrative Officer;

AND WHEREAS the Council of the Corporation of the Township of Mulmur passed By-law #17-2018 on May 24, 2018 appointing Tracey Atkinson as CAO/Deputy Clerk/Planner;

AND WHEREAS the Council of the Corporation of the Township of Mulmur further passed By-law #27-2022 on May 4, 2022, appointing Tracey Atkinson as CAO/Clerk/Planner;

AND WHEREAS Roseann Knechtel was appointed Clerk for the Council of the Corporation of the Township of Mulmur on January 10, 2024;

AND WHEREAS the Council of the Corporation of the Township of Mulmur is desirous to maintain an up-to-date records management system;

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

- 1. That Council appoint Tracey Atkinson as Chief Administrative Officer for the Township of Mulmur.
- 2. That Council appoint Tracey Atkinson as the Deputy Clerk for the Township of Mulmur.
- 3. That By-law #27-2022, being a by-law to appoint a Chief Administrative Officer and Clerk for the Township of Mulmur, and any amendments thereto is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND F JANUARY, 2024.	INALLY PASSED on this 10th day of
JANET HORNER, MAYOR	TRACEY ATKINSON, CLERK



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. - 2024

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR FOR JANUARY 10, 2024

WHEREAS Section 5(1) of the *Municipal Act*, 2001, as amended, provides that the powers of a municipality shall be exercised by Council;

AND WHEREAS Section 5 (3) of the *Municipal Act*, 2001, as amended, provides that municipal powers shall be exercised by by-law;

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

- All actions of the Council and Committees of Council of the Corporation of the Township
 of Mulmur for the aforementioned date in respect to every report, motion, by-law or other
 action passed and taken by Council or Committees of Council, including the exercise of
 natural person powers, are hereby adopted, ratified and confirmed by its separate bylaw.
- 2. The Mayor of the Township and the proper officers of the Corporation of the Township of Mulmur are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.

PASSED on this 10 TH day of JANUARY 2024.	
JANET HORNER, MAYOR	TRACEY ATKINSON, CAO/CLERK