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Township of Amaranth
Council Agenda
Wednesday, October 7, 2020
10:00 a.m.

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1. **Call to Order**
 2. **Added Items (Late Submissions)** - To be in the office prior to the meeting
 3. **Approval of Agenda**
 4. **Disclosure of Pecuniary Interest and General Nature Thereof**
 5. **Approval of Minutes**
 - 5.1 Regular Meeting Minutes held September 16, 2020
 - 5.2. Special Meeting Minutes held September 17, 2020
 - 5.3. Special Meeting Minutes held September 24, 2020
 - 5.4. Special Meeting Minutes held September 28, 2020
 6. **Public Question Period (10:05 a.m. approximately)**

*A maximum of 15 minutes will be set aside for Public Question Period, with each speakers comments limited to two minutes. Questions will be responded to with a

brief response from the Chair, who may also request a response from other Council members and/or staff. All questions are read by the Clerk.

Please send your name, email, comment and phone number to the Clerks Office at deputy.clerk@amaranth.ca by NOON on Tuesday, October 6, 2020 to be added to the speaking list during the comment period. Additionally, questions can be submitted through the secure drop box located at the Municipal Office by NOON on Tuesday, October 6.

7. Delegations/Presentations

- 7.1. RLB Chartered Professional Accountants**
Audited Financial statements to December 31, 2019

8. Public Meetings – None Scheduled

9. Unfinished Business

- 9.1. Report to Council 2020-23**
Council Vacancy Options
- 9.2. Memo to Council 2020-021**
Tile Drain Loan update
- 9.3. Inclusion and Equity Committee for the Township of Amaranth**
Verbal Update from Deputy Mayor
- 9.4. 2020 2021 Waldemar DWS Inspection Report**

10. Planning Department

- 10.1. Memo to Council 2020-023**
LPAT update
- 10.2. Township of Melancthon**
Notice of Public Meeting Regarding Zoning Provisions for Accessory Dwelling Units

11. Public Works Department

- 11.1. Report to Council 2020-024**
Director of Public Works update

12. County Council Business

- 12.1 Building Department**

MPAC Submission Report – August 2020

- 12.2 **County of Grey**
[Committee agendas are now available](#)
- 12.3. **Dufferin County**
Natural Asset Management Plan
- 12.4. **Ontario Newsroom**
[Delivering High-Speed Internet in Dufferin-Caledon](#)

13. **Committee Reports**

- 13.1 **Grand River Conservation Authority**
[Farmers can now apply for cover crop incentives](#)
- 13.2 **Nottawasaga Valley Conservation Authority**
[Monthly Newsletter](#)
- 13.5. **Credit Valley Conservation**
Appointment of John Stirk
- 13.6. **Ontario Provincial Police**
Dufferin Detachment 2019 Progress Report
2021 OPP Annual Billing Statement – Amaranth Township
- 13.7. **Shelburne Public Library Board Minutes**
Minutes of the Board from February to Aug, 2020
- 13.8. **Grand River Conservation Authority**
Summary of the General Membership Meeting – September 25, 2020
- 13.9. **Nottawasaga Valley Conservation Authority**
2021 Draft Budget
- 13.10. **Grand River Conservation Authority**
[Invasive Phragmites control underway at Taquanyah](#)
- 13.11. Other, if any

14. **General Business and Correspondence**

- 14.1. **AMO WatchFile** – [September 17, 2020](#)
- 14.2. **AMO Policy Update**

[New Legislation, Regional Gathering Restrictions, and Pre-Federal Throne Speech Submission](#)

- 14.3. **AMO Policy Update**
[Provincial Regional Gathering Restrictions and DC/CBC Regulations](#)
- 14.4. **AMO Update**
[2020 Federal Throne Speech Lays Out Priorities Including Climate Action, Expanding Rural Broadband, Improved Housing Access, Child Care and Long-Term Care Standards](#)
- 14.5. **AMO WatchFile** – [September 24, 2020](#)
- 14.6. **AMCTO Policy Blog** – [MPAC Decision on 2021 Municipal Levy](#)
- 14.7. **AMO Policy Update**
[New Stage 3 Restrictions](#)
- 14.8. **Loyalist Township**
Council Resolution re: Ferries
- 14.9. **Town of Gravenhurst**
Resolution of Support – National Designation of August 1st as Emancipation Day
- 14.10. **Government of Ontario News:** [Friday September 18, 2020](#)
- 14.11. **Municipal Finance Officers Association of Ontario**
New CBC Regulation Filed and Came Into Force Today
- 14.12. **Town of Amherstburg**
Request for Consideration of Amendments to Bill 108 re. The Ontario Heritage Act
- 14.13. **Town of Amherstburg**
AODA Website Compliance Extension Request
- 14.14. **MPAC** – [InTouch September 2020](#)
- 14.15. **Ministry of the Environment, Conservation and Parks**
Notice of a proposal regarding the types of projects subject to requirements for a comprehensive environmental assessment under the Environmental Assessment Act
- 14.16. **AMO Policy Update** – [New Long-Term Care Funding, Measures, Community Paramedicine to Address COVID-19](#)

- 14.17. **Kyle Seeback Member of Parliament Dufferin-Caledon**
Re: September 16, 2020 resolution
- 14.18. **AMO's annual report on the federal Gas Tax Fund**
[Latest annual report](#)
- 15. **Treasury/Accounts**
 - 15.1. Other, if any
- 16. **Added Items (Late Submissions)**
- 17. **New Business**
 - 17.1. **Memo to Council 2020-022**
Change in date of next council meeting
 - 17.2. **National Wall of Remembrance**
[Request for donation](#)
 - 17.3. **Integrity Commissioner**
Termination of Inquiries and Notice of Inquiry
- 18. **Notice of Motions**
- 19. **Closed Meeting** – None at this meeting
- 20. **By-Laws**

Notice of intention to pass the following By-Laws:

 - 20.1. Leave be given to introduce a by-law with respect of which money is borrowed under the Tile Drainage Act, imposing special annual drainage rates upon certain lands (Part Lot 13 Concession 8 being 294162 8th Line); and that it be given the necessary readings and be passed and numbered 60-2020
- 21. **Confirming By-Law**
- 22. **Adjournment**
 - 22.1. To meet again for the Regular Meeting of Council on Tuesday, October 20, 2020 at 6:00 p.m. or at the call of the Mayor.



**Township of Amaranth
Council Minutes
Wednesday, September 16, 2020
6:00 p.m.**

Electronic Meeting

The Township of Amaranth Council held an electronic regular meeting on Wednesday, September 16, 2020, commencing at 6:00 p.m.

Council Present:	Mayor	B. Currie
	Deputy Mayor	C. Gerrits
	Councillor	G. Little
	Councillor	H. Foster

Council absent with notice:	Councillor	M. Tijssen
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Staff Present:	Acting CAO/Clerk	N. Martin
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Via Audio:	Township Planner	J. Johnstone (for parts)
	Treasurer	F. Quadri (for parts)

1. Call to Order

Mayor Currie called the Meeting to Order at 6:03 p.m.

Councillor Tijssen was absent with notice provided and the Clerk determined quorum was still obtained and the meeting was able to continue.

2. Added Items (Late Submissions) –

Added item to 6.0 Public Question period, letter from ratepayer to be read and form part of the minutes.

Added item to 8.1 delegation, information from site alteration permit update to be discussed and form part of the minutes.

3. Approval of Agenda

Resolution #1

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council do hereby approve the agenda as amended.

CARRIED

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

4. Disclosure of Pecuniary Interest with Reasons

Councillor Little provided a Declaration of Interest with respect to item 20.1

5. Approval of Minutes

5.1. Regular Meeting Minutes held September 2, 2020

Resolution #2

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council do hereby adopt the minutes of the Regular Meeting of Council held on September 2, 2020 as circulated.

CARRIED

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little		X	
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

6. Closed Meeting

Resolution #3

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council move to a Closed Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reasons:

- 6.1. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

Resolution #4

Moved by: C. Gerrits – Seconded by: G. Little

BE IT RESOLVED THAT:

Council do now rise and report from Closed Meeting.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

It was confirmed that the only items discussed in closed session were those items on the closed session agenda. Council confirmed that instruction was given to staff and the solicitor in closed. It was discussed that an item during a previous closed meeting was not on the agenda and should be moved to open minutes.

Resolution #5

Moved by: H. Foster – Seconded by: G. Little

BE IT RESOLVED THAT:

The open minutes from September 2, 2020 are amended to add an item that was discussed in closed that was not on the closed session agenda.
CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

7. Public Question Period

The following is a letter received from a ratepayer and was read and will form part of the minutes.

RE: Part Lot 1 Concession IV 393053 County Rd 12, Amaranth

Dear Deputy Clerk Ms. Nicole Martin and members of Council,

I am the owner of lands that directly abut the Municipal Works Yard on the east side of County Road 12. A portion of the lands are designated Environmental Protection while other portions of the land include a rural designation. I would like the ability to build a house on that portion of the lands that is designated rural. However, there is a policy that has been added in the Official Plan and the Zoning By-law that states that no dwelling shall be constructed within 150 metres of the Municipal Public Works Yard located in the west Half of Lot 1 Concession IV. These policies and regulations have been inserted into the Township's planning documents to benefit the municipality. However, the regulations have a significant adverse effect on my ability to use the lands without compensating me. The effect of the regulations is to prevent the rural lands from being used for a dwelling, which would otherwise be permitted.

The Ministry of Environment and Climate Change establishes guidelines for separation distances between industries and sensitive land uses. In our respectful submission, we believe that the Municipality should delete this section from the Official Plan, and eventually the Zoning By-law, and that the use of the lands should be subject to the Ministry of Environment and Climate Change Guidelines. This would enable us to determine the appropriate setbacks and buffers required from the Municipal Public Works Yard to ensure that the abutting uses can be compatible.

I expect these changes to happen very soon and solely at your costs. We will be calculating our costs and damages to date and will advise you of what our damages are soon.

In addition to the above matter the Municipality without a thorough environmental impact study has constructed a salt storage building very close to its northerly boundary encroaching on my lands. This issue has been discussed with your road superintendent and some council representatives in the past without resolution. I am asking council to instruct the township engineer as to how fill and silt on my property can be removed off my lands and a proper retaining wall be constructed. I look forward to all these issues being resolved by council as soon as possible.

Sincerely,
Larry Acchione
Taxpayer

Council discussed the letter and if the Township removed the setback the property may not have sufficient building envelope from the Grand River Conservation Authority. The retaining wall is to be investigated further.

8. Delegations/Presentations

- 8.1. Rose Sharifi – Donnell Law Group
Site alteration Permit 285462 County Road 10, Amaranth

Council reviewed the submitted request for a partial lift of the stop work order. Staff has been asked to have R. J. Burnside provide comments and follow up at the next meeting. R. J. Burnside is asked to attend the removal of the contaminated soil as well.

9. **Public Meeting**

- 9.1. None at this meeting

10. **Unfinished Business**

- 10.1. **Report to Council 2020-019**
Amendments Related to Off Road Vehicles

Council is not in favour of allowing the additional off road vehicle types on Township roads. Discussion around the County allowing the additional off road vehicles along the old rail line and if that is going to be permitted. Council will follow up with the County at the County Transportation meeting.

Resolution #6

Moved by: H. Foster – Seconded by: G. Little
BE IT RESOLVED THAT:

Council direct staff to draft a bylaw to prohibit the additional identified off road vehicles under the Highway Traffic Act.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

- 10.2. **Memo to Council 2020-017**
Support Town of Orangeville Broadband resolution

Resolution #7

Moved by: G. Little – Seconded by: H. Foster
BE IT RESOLVED THAT:

Whereas the Town of Caledon has initiated a petition to request the provincial and federal government to declare broadband as an essential service and to take action to help facilitate telecommunication access to existing infrastructure including underutilized or dark fibre optic network and hydro poles in support of affordable and reliable broadband expansion in all communities; and

Whereas similar to telephone and hydro, broadband has become essential for residents, businesses, youth, schools and for municipalities to deliver public services; and

Whereas access to broadband is a key component of economic development and is increasingly important for conducting business on-line; and

Whereas access to affordable and reliable high-speed internet allows individuals and communities to thrive and access essential information and services; and

Whereas there are unserved and underserved rural communities in Dufferin County and Caledon that do not have access to affordable and reliable high-speed internet;

Now therefore be it resolved that Council for the Township of Amaranth recognizes and supports broadband connectivity as an essential service and hereby requests Kyle Seebach, MP and Honourable Sylvia Jones, MPP to take action through their respective governments to declare broadband as an essential service and to help facilitate telecommunication access to existing infrastructure including underutilized or dark fibre optic network and hydro poles in support of affordable and reliable broadband expansion in all communities; and

That a copy of this resolution be sent to the County of Dufferin and the local municipalities in the County of Dufferin seeking their support and to the Town of Caledon.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

10.3. **Memo to Council 2020-019**
Support City of Oshawa COVID funding resolution

Resolution #8

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

The Council of the Township of Amaranth support the City of Oshawa's motion and they be so advised.

Whereas the government of the Canada and the Province of Ontario have committed through the Canada Council for Arts will continue to work with the Government of Canada, as well as through provincial, territorial and municipal partners, to ensure the strength of the cultural sector;

And Whereas to date there has been no further indication as to tools, funding measures, or financial support provided;

And Whereas the Township of Amaranth is requesting support of their motion to request the Federal, Provincial and Regional Government to help municipalities assist their local social cultural, service clubs and children/youth minor sporting organizations with clear and definitive relief funding programs;

Further a copy of this resolution be sent to the Right Honourable Prime Minister of Canada, the Premier of Ontario, and all neighbouring municipalities in County of Dufferin.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

10.4. **Memo to Council 2020-020**

Support Township of South Glengarry Long Term Care Inspection
resolution

Resolution #9

Moved by: H. Foster – Seconded by: G. Little

BE IT RESOLVED THAT:

The Council of the Township of Amaranth support the Township of South Glengarry motion and they be so advised.

Whereas the Township of Amaranth urges the Ontario Government to provide funding to increase the fulltime positions in place of casual and part time labour in long term care homes;

And Whereas they further request the Ministry of Long-Term Care to enact regular inspections of all long-term care homes.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

11. Planning Department

11.1. Waldemar Water Storage project
Part II order update

Council discussed the status of the appeal.

11.2. Verbal update to be provided by the Township Planner, if any.

Township Planner, James Johnstone updated Council on an application been received for consent. Ministers Zoning Orders were discussed as Council had asked for further information.

12. Public Works Department

12.1. Report to Council 2020-022
Update provided by the Director of Public Works

Council asked about a culvert change out at 25th Sideroad and 8th Line, staff will look into it more.

13. County Council Business

The following items were reviewed and dealt with:

13.1. Council Agenda
[September 10, 2020](#)

13.2. [Headwaters Communities in Action](#)

13.3. Other, if any. Council was provided with an update on the SWIFT program and advised that County of Dufferin is on schedule.

14. Committee Reports

The following were received and/or dealt with:

- 14.1. **Dufferin POA Update**
Year-End Forecast
Notice to Public Re POA Courts

- 14.2. **Police Services Board**
Q2 2020 report

Council was informed of an upcoming Joint Police Services Board Meeting that is to be held virtually in October.

- 14.3. **Grand River Conservation Authority**
[GRCA unable to reach licence agreements with snowmobile clubs](#)

- 14.4. **Grand Valley & District Community Centre Board**
September 14, 2020 Agenda

- 14.5. **Grand Valley Public Library**
Minutes March 11, 2020 and Minutes June 24, 2020

- 14.6. Other, if any. Council has been updated that ice will be installed at the Centre Dufferin Arena.

15. **General Business and Correspondence**

The following were received and/or dealt with:

- 15.1. MPAC – [In Touch August 2020](#)
- 15.2. AMO WatchFile – [September 3, 2020](#)
- 15.3. Ontario Newsroom – [September 4, 2020](#)
- 15.4. AMO Policy Update – [Emergency Exercise Exemption, Child Care, and Great Lakes Investments](#)
- 15.5. Letter from the Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs

Council discussed the contents of the letter and were enthused that the privacy of farmers was a priority to the Ministry.

- 15.6. **Puslinch Council Resolution**
2020-242 COVID Funding Support
- 15.7. AMO WatchFile – [September 10, 2020](#)
- 15.8. **Township of Melancthon**
Tow Truck Licensing By-Law

Council briefly discussed the licensing of tow trucks and supports the County of Dufferin to take the lead.

- 15.9. Other, none discussed.

16. **Treasury/Accounts**

The following were received and/or dealt with:

- 16.1. **Bills and Accounts - General Accounts**

Council had brief discussions regarding some of the accounts. Council was updated on the status of the audit. The budget was again asked to be started in October and staff will discuss at the next meeting.

16.2. Bills and Accounts - Road Accounts

Resolution #10

Moved by: H. Foster – Seconded by: C. Gerrits

BE IT RESOLVED THAT:

The following Bills and Accounts be approved for payment:

General 2020	\$1,299,147.89
Roads 2020	\$ 82,611.80

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

16.3. Budget vs. Actual comparison report

Council briefly discussed the report provided. Auditors will be in attendance at the next council meeting to present the audit.

16.4. Other, if any. Council asked about reviewing the Planning fees and it has been determined to wait for the new CAO/Clerk to be in place and then review the fees and charges.

17. Added Items - Late Submissions (to be in office prior to meeting)

17.1. None at this meeting.

18. New Business

18.1. Report to Council 2020-020 Opening of council meetings

Council discussed opening the council chambers to the public and it was decided that it is too early still and council will continue with electronic platform for council meetings at this time.

18.2. Report to Council 2020-021 Deferral of Tax Due Dates

Council discussed the report and staff has been asked to bring it back in about a month. Staff has been asked to determine the amount that is normally collected in penalty and interest in a month.

18.3. Memo to Council 2020-018 Landfill monitoring

Council discussed the report and staff has been asked to advise R. J. Burnside to go ahead with the second monitoring for this year.

19. Notice of Motions

None at this meeting.

Councillor Little declared a conflict with the following agenda item and removed herself from the meeting.

20. **By-Laws**

Notice of intention to pass the following By-Laws:

20.1 Resolution #11

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Leave be given to introduce a By-law to provide for the maintenance and repair to the No. 48 Drainage Works, “B” and “C” Drains and for the borrowing on the credit of the municipality the amount required for such work; and that it be given the necessary readings and be passed and numbered 55-2020.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little			X
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

Councillor Little returned to the meeting.

21. **Confirming By-Law**

Resolution #12

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to confirm the Regular Meeting of Council of the Township of Amaranth for September 16, 2020; and that it be given the necessary readings and be passed and numbered 56-2020.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

22. **Adjournment**

Resolution #13

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council do now adjourn to meet again for the Regular Meeting of Council on Wednesday, October 7, 2020 at 10:00 a.m. or at the call of the Mayor.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

There being no further business the meeting adjourned at 8:32 p.m.

Head of Council

Acting CAO/Clerk



**Township of Amaranth
Council Minutes
Thursday, September 17, 2020
6:00 p.m.**

Electronic Meeting

The Township of Amaranth Council held an electronic special meeting on Thursday, September 17, 2020, commencing at 6:00 p.m.

Council Present:

Mayor	B. Currie
Deputy Mayor	C. Gerrits
Councillor	G. Little
Councillor	H. Foster

Council absent with notice:

Councillor	M. Tijssen
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Staff Present:

Acting CAO/Clerk	N. Martin
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Special Attendee: Carrie Sharpin

1. Call to Order

Mayor Currie called the Meeting to Order at 6:04 p.m.

Councillor Tijssen was absent with notice provided and the Clerk determined quorum was still obtained and the meeting was able to continue.

2. Added Items (Late Submissions) –

None at this meeting

3. Approval of Agenda

Resolution #1

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council do hereby approve the agenda as circulated.

CARRIED

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

4. Disclosure of Pecuniary Interest with Reasons

The Clerk reminded Council that she will not be participating in the closed session portion of this meeting and that Carrie Sharpin of Ward and Uptigrove who has been previously named as a Deputy Clerk for the purposes of minute taking would be conducting the closed session of this meeting.

5. Closed Meeting

Resolution #2

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council move to a Closed Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reasons:

Labour relations or employee negotiations
CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

Resolution #3

Moved by: G. Little – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council do now rise and report from Closed Meeting.
CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

It was confirmed that the only items discussed in closed session were those items on the closed session agenda.

6. Confirming By-Law

Resolution #4

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to confirm the Special Meeting of Council of the Township of Amaranth for September 17, 2020; and that it be given the necessary readings and be passed and numbered 57-2020.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

7. Adjournment

Resolution #5

Moved by: H. Foster – Seconded by: C. Gerrits

BE IT RESOLVED THAT:

Council do now adjourn to meet again for the Regular Meeting of Council on Wednesday, October 7, 2020 at 10:00 a.m. or at the call of the Mayor.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		

Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

There being no further business the meeting adjourned at 7:20 p.m.

Head of Council

Acting CAO/Clerk



**Township of Amaranth
Council Minutes
Thursday, September 24, 2020
4:30 p.m.**

Electronic Meeting

The Township of Amaranth Council held an electronic special meeting on Thursday, September 24, 2020, commencing at 4:30 p.m.

Council Present: Mayor B. Currie
Deputy Mayor C. Gerrits
Councillor G. Little
Councillor H. Foster (arrived approx.. 4:45 pm)

Council absent with notice: Councillor M. Tijssen

Staff Present: Acting CAO/Clerk N. Martin

Special Attendee: Acting as Deputy Clerk Carrie Sharpin

1. Call to Order

Mayor Currie called the Meeting to Order at 4:34 p.m.

Councillor Tijssen was absent with notice provided, Councillor Foster arrived late, the Clerk determined quorum was still obtained and the meeting was able to continue.

2. Added Items (Late Submissions) –

None at this meeting

3. Approval of Agenda

Resolution #1

Moved by: C. Gerrits – Seconded by: G. Little

BE IT RESOLVED THAT:

Council do hereby approve the agenda as circulated.

CARRIED

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster			X
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

4. Disclosure of Pecuniary Interest with Reasons

The Clerk reminded Council that she will not be participating in the closed session portion of this meeting and that Carrie Sharpin of Ward and Uptigrove who has been previously named as a Deputy Clerk for the purposes of minute taking would be conducting the closed session of this meeting.

5. Closed Meeting

Resolution #2

Moved by: C. Gerrits – Seconded by: G. Little

BE IT RESOLVED THAT:

Council move to a Closed Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reasons:

Labour relations or employee negotiations
CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster			X
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

Resolution #3

Moved by: H. Foster – Seconded by: C. Gerrits

BE IT RESOLVED THAT:

Council do now rise and report from Closed Meeting.
CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

It was confirmed that the only items discussed in closed session were those items on the closed session agenda with the exception of discussion around the previous Clerk passing away and Council acknowledging same.

6. Confirming By-Law

Resolution #4

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to confirm the Special Meeting of Council of the Township of Amaranth for September 24, 2020; and that it be given the necessary readings and be passed and numbered 58-2020.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

7. Adjournment

Resolution #5

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council do now adjourn to meet again for the Regular Meeting of Council on Wednesday, October 7, 2020 at 10:00 a.m. or at the call of the Mayor.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

There being no further business the meeting adjourned at 7:25 p.m.

Head of Council

Acting CAO/Clerk



**Township of Amaranth
Council Minutes
Monday, September 28, 2020
4:30 p.m.**

Electronic Meeting

The Township of Amaranth Council held an electronic special meeting on Monday, September 28, 2020, commencing at 4:30 p.m.

Council Present:

Mayor	B. Currie
Deputy Mayor	C. Gerrits
Councillor	G. Little
Councillor	H. Foster

Council absent with notice:

Councillor	M. Tijssen
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Staff Present:

Acting CAO/Clerk	N. Martin
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Special Attendee:

Acting as Deputy Clerk	Carrie Sharpin
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1. Call to Order

Mayor Currie called the Meeting to Order at 4:33 p.m.

Councillor Tijssen was absent with notice provided, the Clerk determined quorum was obtained and the meeting was able to continue.

2. Added Items (Late Submissions) –

None at this meeting

3. Approval of Agenda

Resolution #1

Moved by: G. Little – Seconded by: C. Gerrits

BE IT RESOLVED THAT:

Council do hereby approve the agenda as circulated.

CARRIED

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

4. Disclosure of Pecuniary Interest with Reasons

The Clerk reminded Council that she will not be participating in the closed session portion of this meeting and that Carrie Sharpin of Ward and Uptigrove who has been previously named as a Deputy Clerk for the purposes of minute taking would be conducting the closed session of this meeting.

5. Closed Meeting

Resolution #2

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council move to a Closed Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reasons:

Labour relations or employee negotiations
CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

Resolution #3
Moved by: G. Little – Seconded by: H. Foster
BE IT RESOLVED THAT:

Council do now rise and report from Closed Meeting.
CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

It was confirmed that the only items discussed in closed session were those items on the closed session agenda.

6. Confirming By-Law

Resolution #4
Moved by: C. Gerrits – Seconded by: G. Little
BE IT RESOLVED THAT:

Leave be given to introduce a by-law to confirm the Special Meeting of Council of the Township of Amaranth for September 28, 2020; and that it be given the necessary readings and be passed and numbered 59-2020.
CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

7. Adjournment

Resolution #5
Moved by: H. Foster – Seconded by: C. Gerrits
BE IT RESOLVED THAT:

Council do now adjourn to meet again for the Regular Meeting of Council on Wednesday, October 7, 2020 at 10:00 a.m. or at the call of the Mayor.
CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		

Councillor Heather Foster	X		
Councillor Gail Little	X		
Councillor Mark Tijssen			X
Mayor Bob Currie	X		

There being no further business the meeting adjourned at 7:49 p.m.

Head of Council

Acting CAO/Clerk

TOWNSHIP OF AMARANTH
CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019

DRAFT

TOWNSHIP OF AMARANTH
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YEAR ENDED DECEMBER 31, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of the Township of Amaranth

Opinion

We have audited the accompanying consolidated financial statements of the Township of Amaranth, which comprise the consolidated statement of financial position as at December 31, 2019 and the consolidated statements operations, changes in net debt, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Township of Amaranth as at December 31, 2019 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Township of Amaranth in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the corporation's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the corporation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the corporation's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

A further description of the auditor's responsibilities for the audit of the consolidated financial statements is located at RLB LLP's website at: www.rlb.ca/additional-auditor-responsibilities-consolidated. This description forms part of our auditor's report.

Guelph, Ontario
October 7, 2020

Chartered Professional Accountants
Licensed Public Accountants

TOWNSHIP OF AMARANTH
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2019

	2019	2018
FINANCIAL ASSETS		
Cash	\$ 573,243	\$ 348,211
Taxes receivable	933,153	846,644
Accounts receivable	505,144	397,114
Notes receivable (note 3)	32,094	35,462
Tile drainage loans receivable (note 4)	<u>177,296</u>	<u>219,848</u>
	<u>2,220,930</u>	<u>1,847,279</u>
LIABILITIES		
Accounts payable and accrued liabilities	1,008,418	1,192,665
Tile drainage loans payable (note 4)	177,296	219,848
Deferred tax revenue	111,092	80,062
Deferred revenue - Obligatory reserve funds (schedule 3)	999,137	734,516
Long term debt (note 5)	18,221	38,221
Landfill site closure and post-closure liability (note 6)	<u>120,816</u>	<u>120,816</u>
	<u>2,434,980</u>	<u>2,386,128</u>
NET DEBT	<u>(214,050)</u>	<u>(538,849)</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (schedule 2)	16,380,331	16,729,516
Inventory	<u>644,800</u>	<u>689,125</u>
	<u>17,025,131</u>	<u>17,418,641</u>
ACCUMULATED SURPLUS (schedule 4)	<u>\$ 16,811,081</u>	<u>\$ 16,879,792</u>

TOWNSHIP OF AMARANTH
CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2019

	2019 Budget (note 2)	2019 Actual	2018 Actual
REVENUE			
Taxation revenue	\$ 3,452,777	\$ 3,459,784	\$ 3,153,447
Fees and user charges	326,659	319,521	292,471
Ontario grants	707,361	767,754	392,999
Other income (note 7)	463,900	313,080	134,333
Obligatory reserve fund revenue recognized (schedule 3)	<u>485,566</u>	<u>55,827</u>	<u>169,950</u>
	<u>5,436,263</u>	<u>4,915,966</u>	<u>4,143,200</u>
EXPENSES (schedule 1)			
General government	900,558	946,675	950,662
Protection services	1,131,322	1,050,417	1,038,508
Transportation services	2,291,579	2,124,085	2,430,235
Environmental services	195,614	223,680	203,051
Health services	12,300	12,899	7,089
Recreation and cultural services	839,555	321,616	256,546
Planning and development	<u>241,902</u>	<u>305,305</u>	<u>339,084</u>
	<u>5,158,131</u>	<u>4,984,677</u>	<u>5,225,175</u>
ANNUAL SURPLUS (DEFICIT)	<u>\$ (280,162)</u>	<u>\$ (68,711)</u>	<u>\$ (1,081,975)</u>
ACCUMULATED SURPLUS, beginning of year		\$ 16,879,792	\$ 17,961,767
Annual deficit		<u>(68,711)</u>	<u>(1,081,975)</u>
ACCUMULATED SURPLUS, end of year		<u>\$ 16,811,081</u>	<u>\$ 16,879,792</u>

TOWNSHIP OF AMARANTH
CONSOLIDATED STATEMENT OF CHANGES IN NET DEBT
FOR THE YEAR ENDED DECEMBER 31, 2019

	2019 Budget (note 2)	2019 Actual	2018 Actual
Annual surplus (deficit)	\$ <u>280,132</u>	\$ <u>(68,711)</u>	\$ <u>(1,081,975)</u>
Acquisition of tangible capital assets	(146,606)	(481,004)	(1,592,666)
Amortization of tangible capital assets	824,817	828,156	824,817
Gain (loss) on disposal of tangible capital assets	0	(29,206)	1,339
Proceeds on sale of tangible capital assets	0	31,239	0
Write-downs of tangible capital assets	0	0	100,000
Consumption of gravel inventory	<u>0</u>	<u>44,325</u>	<u>53,997</u>
	<u>678,211</u>	<u>393,510</u>	<u>(612,513)</u>
INCREASE (DECREASE) IN NET DEBT	\$ <u><u>958,343</u></u>	<u>324,799</u>	<u>(1,694,488)</u>
(NET DEBT) NET FINANCIAL ASSETS, beginning of year		<u>(538,849)</u>	<u>1,155,639</u>
NET DEBT, end of year		\$ <u><u>(214,050)</u></u>	\$ <u><u>(538,849)</u></u>

TOWNSHIP OF AMARANTH
CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2019

	2019	2018
CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES		
Annual deficit	\$ (68,711)	\$ (1,081,975)
Items not requiring an outlay of cash		
Amortization of tangible capital assets	828,156	824,817
Loss on disposal and write-down of tangible capital assets	(29,206)	101,339
Consumption of gravel inventory	<u>44,325</u>	<u>53,997</u>
	<u>774,564</u>	<u>(101,822)</u>
Net changes in non-cash working capital		
Taxes receivable	(86,509)	(29,172)
Accounts receivable	(108,030)	140,528
Accounts payable and accrued liabilities	(184,247)	(40,762)
Deferred tax revenue	31,030	(10,798)
Deferred revenue - obligatory reserve funds	<u>264,621</u>	<u>185,767</u>
	<u>(83,135)</u>	<u>245,563</u>
	<u>691,429</u>	<u>143,741</u>
CASH PROVIDED BY (USED IN) CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	(481,004)	(1,592,666)
Proceeds on disposal of tangible capital assets	<u>31,239</u>	<u>0</u>
	<u>(449,765)</u>	<u>(1,592,666)</u>
CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES		
Long term debt	(20,000)	(20,000)
Tile drainage loans payable	<u>(42,552)</u>	<u>11,113</u>
	<u>(62,552)</u>	<u>(8,887)</u>
CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES		
Change in long term receivables	42,552	(11,113)
Change in notes receivable	<u>3,368</u>	<u>3,132</u>
	<u>45,920</u>	<u>(7,981)</u>
NET INCREASE (DECREASE) IN CASH	225,032	(1,465,793)
CASH, beginning of year	<u>348,211</u>	<u>1,814,004</u>
CASH, end of year	<u>\$ 573,243</u>	<u>\$ 348,211</u>

TOWNSHIP OF AMARANTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Corporation of the Township of Amaranth are the representation of management, prepared in accordance with Canadian generally accepted accounting principles for governments as established by the Public Sector Accounting Board. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgments.

(a) ACKNOWLEDGEMENT OF RESPONSIBILITY

The management of the Township of Amaranth acknowledges its responsibility for the creation and compilation of the consolidated financial statements including the following significant accounting policy decisions and the related policy notes.

(b) BASIS OF CONSOLIDATION

(i) These consolidated financial statements reflect the assets, liabilities, sources of financing and expenditures for the revenue fund, capital fund, reserve funds and reserves and include the activities of all committees of Council and the boards and municipal enterprises which are under the control of Council. The following boards and municipal enterprises owned or controlled by Council have been consolidated:

- (a) The Shelburne District Fire Board
Proportionate consolidation: 13.95% in 2019; 13.65% in 2018
- (b) The Grand Valley and District Fire Board
Proportionate consolidation: operating - 26.00% in 2019; 27.00% in 2018
capital - 26.00% in 2019; 27.00% in 2018

All interfund assets and liabilities and sources of income and expenditures have been eliminated with the exception of the interest income and expenditures on loans or advances between reserve funds and any other fund of the municipality.

(ii) The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards and the County of Dufferin are not reflected in the municipal fund balances of these financial statements.

(iii) Trust funds and their related operations administered by the municipality are not consolidated, but are reported separately on the Trust Funds' Statement of Continuity and Statement of Financial Position.

TOWNSHIP OF AMARANTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(c) BASIS OF ACCOUNTING

- (i) Sources of financing and expenditures are reported on the accrual basis of accounting with the exception of principal and interest on long term liabilities which are charged against operations in the periods in which they are paid. The principal and interest charges are not accrued for the periods from the dates of the latest instalment payments to the end of the financial year.
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.
- (iii) Capital outlay to be recovered in future years, which represents the outstanding principal portion of unmatured long term liabilities for municipal expenditures or capital funds transferred to other organizations, is reported on the Consolidated Schedule of Accumulated Surplus.

(d) DEFERRED REVENUE

The revenue is reported on the Consolidated Statement of Operations in the year in which it is used for the specified purpose.

(e) AMOUNTS TO BE RECOVERED

Amounts to be recovered are reported in the municipal position on the Consolidated Schedule of Accumulated Surplus. The balance represents the outstanding principal portion of unmatured long term liabilities, liabilities not yet due, and other future expenditures not yet levied on the ratepayers.

(f) REVENUE RECOGNITION

Revenues are recognized in the period in which the transactions or events occur that give rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with reasonable certainty or when their estimation is not practical.

Ontario grants are recognized as revenues when the transfer is authorized and any eligibility criteria are met, except to the extent that the transfer requirements give rise to an obligation that meets the definition of a liability, in which case the transfer would be recorded as deferred revenue, and would be recognized as revenue when the related expenditure occurs or the conditions of recognition as revenue are met.

Taxation revenue is recognized when it is authorized and in the period for which the tax is levied. Fees and user charges are recognized when the municipal service is provided. Obligatory reserve fund revenue is recognized when the related expenditure occurs.

TOWNSHIP OF AMARANTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(g) NON-FINANCIAL ASSETS

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in Net Debt for the year.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributed to acquisition, construction, development or betterment of the asset. The costs, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful life as follows:

Land improvements	15 to 20 years
Buildings	25 to 50 years
Vehicles	6 to 20 years
Furniture and equipment	2 to 20 years
Road bases	60 years
Road surfaces	2 to 15 years
Bridges and infrastructure	25 to 100 years

Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date received and also are recorded as revenue.

(iii) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

(iv) Inventory

Gravel inventory is valued at the lower of cost or net realizable value. Cost is determined based on engineer estimates of the tonnes available for extraction less amounts extracted during the year.

(h) USE OF ESTIMATES

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Significant estimates made by management include the valuation of accrued liabilities and the landfill site closure and post-closure liabilities and the useful lives of tangible capital assets. Actual results could differ from those estimates.

TOWNSHIP OF AMARANTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019

2. BUDGET AMOUNTS

Under Canadian public sector accounting standards, budget amounts are to be reported on the consolidated statements of operations and change in net financial assets for comparative purposes. The 2019 budget amounts for the Corporation of the Township of Amaranth approved by Council have been restated to conform to the basis of preparation of these statements.

Revenue

Approved Budget	\$ 5,577,595
Transfer from reserve funds, net	<u>(141,332)</u>

Total revenues \$ 5,436,263

Expenses

Approved Budget	\$ 5,024,059
Acquisition of tangible capital assets	(146,606)
Amortization	824,817
Contribution to Operating from Capital Fund, Reserves and Reserve Funds	<u>(546,139)</u>

Total expenses \$ 5,156,131

3. NOTES RECEIVABLE

	2019	2018
Water loan receivable for the capital costs of upgrades to provide water service to users of the system as set out in By-Law Number 50-2006	<u>\$ 32,094</u>	<u>\$ 35,462</u>

These loans are due from 21 ratepayers, bear interest at 7.5% per annum and are recoverable in annual instalments of \$287 which commenced in April 2006 and will mature in April 2026.

4. TILE DRAINAGE LOANS

	2019	2018
The township is contingently liable for long term liabilities with respect to tile drainage loans. The total amount of loans outstanding at the end of the year is	\$ 177,296	\$ 219,848
The responsibility of the tile drainage loans for payment of principal and interest charges has been assumed by individuals. At the end of the year, the outstanding principal receivable from individuals is	<u>177,296</u>	<u>219,848</u>
	<u>\$ 0</u>	<u>\$ 0</u>

Future principal payments and recoveries from individuals are as follows:

2020	\$ 26,047
2021	27,609
2022	28,179
2023	25,631
2024	24,234
Thereafter	<u>45,596</u>
	<u>\$ 177,296</u>

TOWNSHIP OF AMARANTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019

5. LONG TERM DEBT

The balance of long term debt on the Consolidated Statement of Financial Position is made up of the following:

	2019	2018
Water operating loan - demand instalment loan maturing by December 2021, bearing interest at bank's prime rate, with \$20,000 annual repayments	\$ <u>18,221</u>	\$ <u>38,221</u>

6. LANDFILL SITE CLOSURE AND POST-CLOSURE LIABILITY

	2019	2018
Landfill closure and post-closure liability	\$ <u>120,816</u>	\$ <u>120,816</u>

Landfill closure and post-closure care requirements have been defined in accordance with industry standards and include final covering and landscaping of this landfill, removing of ground water and leachates, and ongoing environmental monitoring, site inspections and maintenance.

The liability is expected to be funded through budget allocations over the remaining life of the landfill, however during the 2012 fiscal year, the County of Dufferin assumed garbage collection and disposal responsibility and the landfill site ceased to be used for a significant volume of garbage. At year end, the Township was undertaking a process of considering various options for the site, which would impact the timeline to close the site. Accordingly, the liability has not been adjusted due to the uncertainty of the outcome of this process.

7. OTHER INCOME

	2019	2018
Penalties and interest on taxation	\$ 108,659	\$ 89,731
Licenses, permits and rents	100	100
Other fines and penalties	1,440	1,325
Investment income	12,347	22,264
Donations	1,930	5,018
Gain (loss) on disposal of tangible capital assets	29,206	(101,339)
Annual turbine amenities agreement	134,039	96,704
Other	<u>25,359</u>	<u>20,530</u>
	\$ <u>313,080</u>	\$ <u>134,333</u>

8. OPERATIONS OF THE SCHOOL BOARDS AND THE COUNTY OF DUFFERIN

During the year, the following taxation revenue was raised and remitted to the school boards and the County of Dufferin:

	2019	2018
School boards	\$ 1,409,223	\$ 1,397,346
County of Dufferin	<u>2,617,008</u>	<u>2,523,506</u>
	\$ <u>4,026,231</u>	\$ <u>3,920,852</u>

TOWNSHIP OF AMARANTH
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019

9. TRUST FUNDS

The trust funds administered by the municipality amounting to \$29,390 (2018 - \$23,971) have not been included in the Consolidated Statement of Financial Position, nor have the operations been included in the Consolidated Statement of Operations. At December 31, 2019, the trust fund balances are as follows:

	2019	2018
Cemetery care funds	\$ <u>29,390</u>	\$ <u>23,971</u>

10. CONTINGENT LIABILITY

As of the date of the financial statements, legal counsel of the Township is in negotiation with a former employee regarding a wrongful dismissal claim in the amount of \$100,000 in damages and \$7,500 in legal fees. The outcome is currently not determinable.

11. SEGMENTED INFORMATION

The Township of Amaranth is a diversified municipal government institution that provides a wide range of services to its citizens, including Government and Administration services, Protection Services (i.e. building inspection, fire and emergency services, bylaw enforcement, animal control), Transportation Services (i.e. roadways, street lighting and sidewalks), Environmental Services (i.e. storm water management, source water protection and municipal drinking water), Recreation and Cultural Services, and Planning and Development Services. For management reporting purposes, the government's operations and activities are organized and reported by fund. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. Municipal services are provided by departments and their activities are reported in these funds.

TOWNSHIP OF AMARANTH

CONSOLIDATED SCHEDULE OF SEGMENTED DISCLOSURE

Schedule 1

FOR THE YEAR ENDED DECEMBER 31, 2019

	General Government	Protection Services	Trans- portation Services	Environ- mental Services	Health Services	Recreation and Cultural Services	Planning and Development	2019	2018
EXPENSES									
Salaries and benefits	\$ 562,151	\$ 95,728	\$ 697,216	\$ 0	\$ 0	\$ 78,771	\$ 112,529	\$ 1,546,395	\$ 1,376,120
Materials	51,275	28,388	620,097	950	360	14,671	1,121	716,862	990,326
Contracted services	259,649	808,237	76,863	99,449	12,539	16,900	188,976	1,462,613	1,598,554
Rents and financial expenses	21,795	14,125	92,481	27,325	0	4,207	2,679	162,612	190,580
Interest on long term debt	0	0	0	1,442	0	0	0	1,442	1,793
Amortization	27,885	60,154	637,428	94,514	0	8,175	0	828,156	824,817
Other	<u>23,920</u>	<u>43,785</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>198,892</u>	<u>0</u>	<u>266,597</u>	<u>242,985</u>
	<u>\$ 946,675</u>	<u>\$ 1,050,417</u>	<u>\$ 2,124,085</u>	<u>\$ 22,680</u>	<u>\$ 12,899</u>	<u>\$ 321,616</u>	<u>\$ 305,305</u>	<u>\$ 4,984,677</u>	<u>\$ 5,225,175</u>

See notes to the consolidated financial statements

TOWNSHIP OF AMARANTH

CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS

Schedule 2

FOR THE YEAR ENDED DECEMBER 31, 2019

	Land and Land Improvements	Buildings	Vehicles	Transportation Infrastructure	Furniture and Equipment	Environmental Infrastructure	2019	2018
COST								
Balance, beginning of year	\$ 1,925,466	\$ 2,575,136	\$ 3,607,946	\$ 18,290,293	\$ 785,891	\$ 5,463,095	\$ 32,647,827	\$ 31,292,077
Additions during the year	0	0	242,714	209,563	28,727	0	481,004	1,592,666
Disposals during the year	0	0	(165,271)	(96,778)	0	0	(262,049)	(136,916)
Other	0	0	0	0	0	0	0	(100,000)
Balance, end of year	<u>1,925,466</u>	<u>2,575,136</u>	<u>3,685,389</u>	<u>18,403,078</u>	<u>814,618</u>	<u>5,463,095</u>	<u>32,866,782</u>	<u>32,647,827</u>
ACCUMULATED AMORTIZATION								
Balance, beginning of year	209,174	1,648,965	2,386,688	3,341,343	529,039	1,833,072	15,918,311	15,229,071
Amortization	10,370	68,593	191,923	447,422	41,107	68,739	828,156	824,817
Accumulated amortization on disposals	0	0	(163,238)	(96,778)	0	0	(260,016)	(135,577)
Balance, end of year	<u>219,544</u>	<u>1,717,558</u>	<u>2,415,373</u>	<u>3,691,987</u>	<u>570,146</u>	<u>1,901,811</u>	<u>16,486,451</u>	<u>15,918,311</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>\$ 1,705,922</u>	<u>\$ 857,578</u>	<u>\$ 1,270,016</u>	<u>\$ 14,711,091</u>	<u>\$ 244,472</u>	<u>\$ 3,561,284</u>	<u>\$ 16,380,331</u>	<u>\$ 16,729,516</u>

TOWNSHIP OF AMARANTH

CONSOLIDATED SCHEDULE OF DEFERRED REVENUE -
OBLIGATORY RESERVE FUNDS

Schedule 3

FOR THE YEAR ENDED DECEMBER 31, 2019

	Dec. 31, 2018	Contributions Received	Investment Income	Revenue Recognized	Dec. 31, 2019
Obligatory Reserve Funds					
Development charges	\$ 323,964	\$ 60,912	\$ 4,294	\$ 0	\$ 389,170
Federal gas tax funding	342,263	252,318	933	0	595,514
Main Street grant	41,394	0	588	(24,494)	17,488
Recreational land	<u>26,895</u>	<u>1,000</u>	<u>403</u>	<u>(31,333)</u>	<u>(3,035)</u>
	<u>\$ 734,516</u>	<u>\$ 314,230</u>	<u>\$ 6,218</u>	<u>\$ (55,827)</u>	<u>\$ 999,137</u>

DRAFT

TOWNSHIP OF AMARANTH

CONSOLIDATED SCHEDULE OF ACCUMULATED SURPLUS

Schedule 4

AS AT DECEMBER 31, 2019

	2019	2018
SURPLUSES		
Invested in tangible capital assets	\$ 16,380,331	\$ 16,729,516
Waterworks systems	137,292	127,663
Shelburne and District Fire Department	7,732	5,498
Grand Valley and District Fire Department	(2,529)	(12,464)
General revenue fund	(146,534)	(371,538)
Unfunded		
Landfill closure and post-closure costs (note 6)	<u>(120,816)</u>	<u>(120,816)</u>
	<u>16,255,476</u>	<u>16,357,859</u>
RESERVES		
Working Capital Reserves		
Working funds	93,160	93,160
Capital Reserves		
Capital purposes	<u>277,482</u>	<u>283,383</u>
	<u>370,642</u>	<u>376,543</u>
RESERVE FUNDS		
Capital purposes	<u>184,963</u>	<u>145,390</u>
	<u>\$ 16,811,081</u>	<u>\$ 16,879,792</u>

INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of the Township of Amaranth

Opinion

We have audited the accompanying financial statements of the trust funds of the Township of Amaranth, which comprise the statement of financial position as at December 31, 2019 and the statement of continuity for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the trust funds of the Township of Amaranth as at December 31, 2019 and the results of their operations for the year then ended in accordance with Canadian public sector accounting standards.

Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Township of Amaranth in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the trust fund's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the trust funds or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the trust fund's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of the auditor's responsibilities for the audit of the financial statements is located at RLB LLP's website at: www.rlb.ca/additional-auditor-responsibilities. This description forms part of our auditor's report.

Guelph, Ontario
October 7, 2020

Chartered Professional Accountants
Licensed Public Accountants

TOWNSHIP OF AMARANTH
TRUST FUNDS
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2019

	2019	2018
ASSETS		
Cash	\$ <u>29,390</u>	\$ <u>23,971</u>
FUND BALANCE		
Fund balance	\$ <u>29,390</u>	\$ <u>23,971</u>

DRAFT

TOWNSHIP OF AMARANTH
TRUST FUNDS
STATEMENT OF CONTINUITY
FOR THE YEAR ENDED DECEMBER 31, 2019

	2019	2018
BALANCE, beginning of year	\$ 23,971	\$ 21,123
Care and maintenance and burial fees	2,800	1,600
Plot sales	2,000	500
Marker and monument sales	100	400
Interest earned	<u>519</u>	<u>348</u>
BALANCE, end of year	<u>\$ 29,390</u>	<u>\$ 23,971</u>

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TOWNSHIP OF AMARANTH - TRUST FUNDS
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

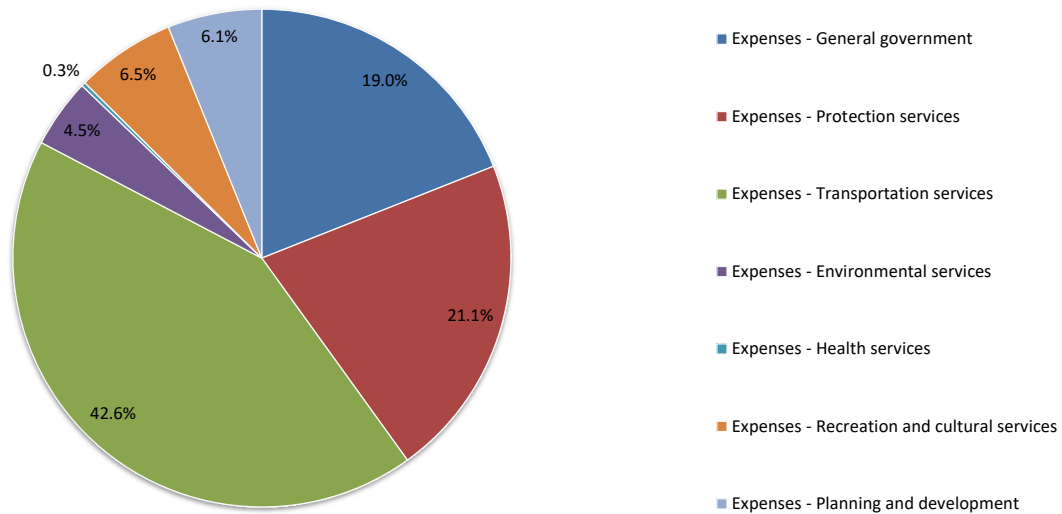
The financial statements of the trust funds of the Corporation of the Township of Amaranth are the representation of management prepared in accordance with Canadian generally accepted accounting principles for governments as recommended by the Public Sector Accounting Board. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgments.

(a) BASIS OF ACCOUNTING

- (i)** Sources of financing and expenditures are reported on the accrual basis of accounting.
- (ii)** The accrual basis of accounting recognizes revenues as they become available and measurable. Expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

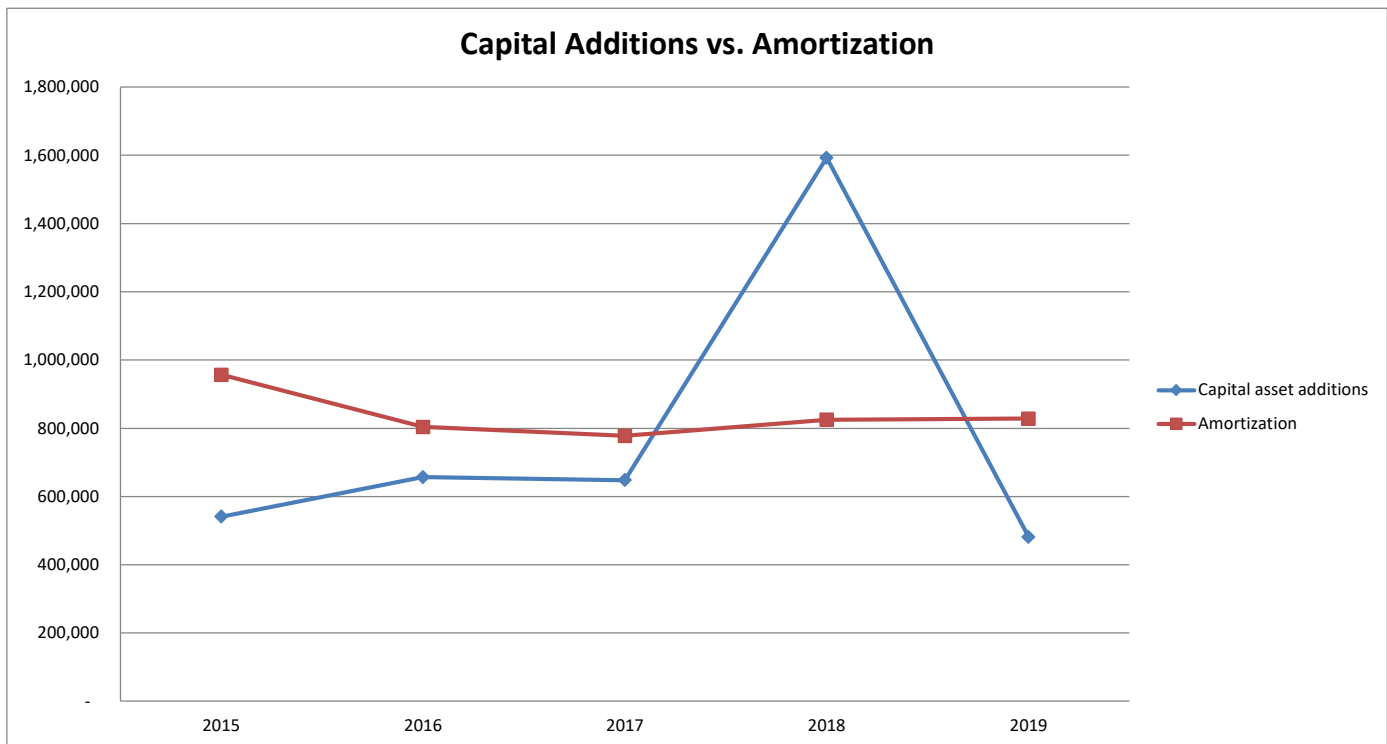
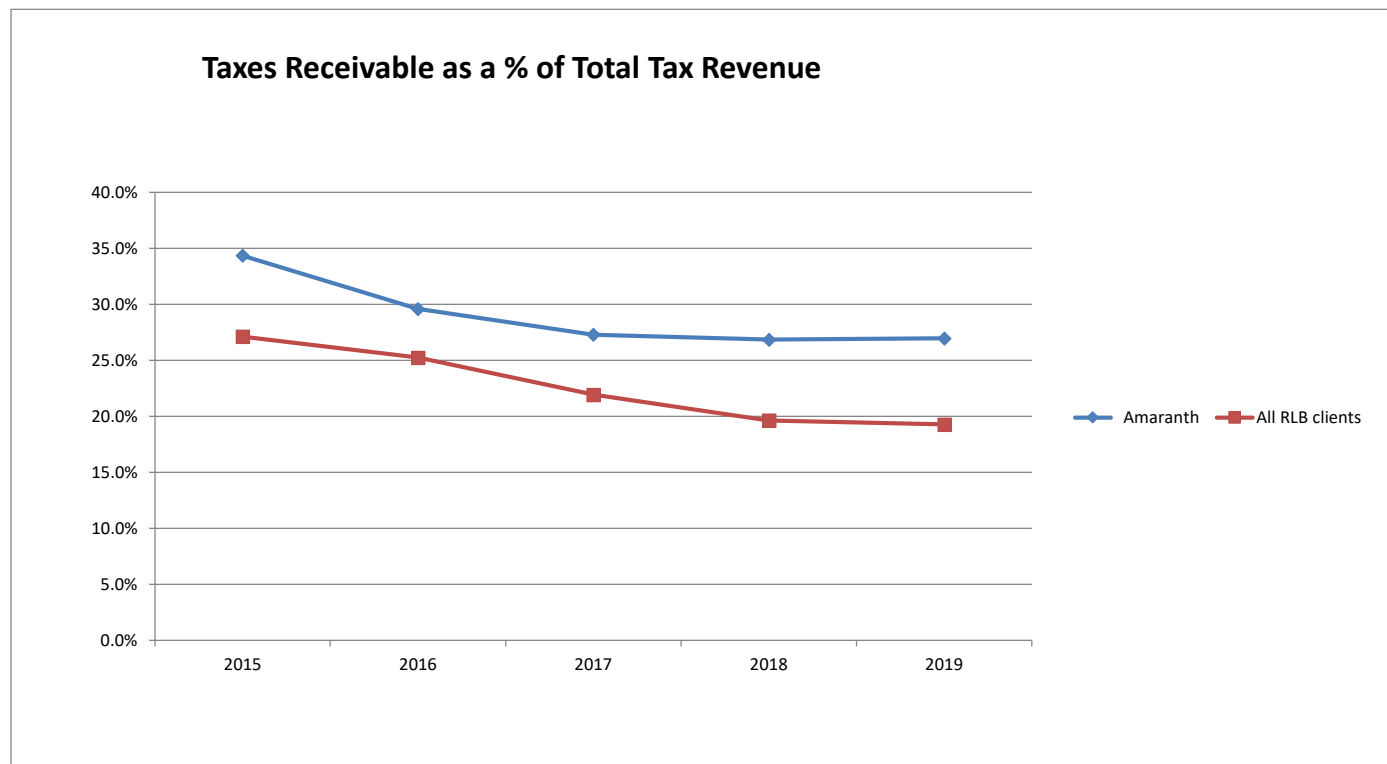
Township of Amaranth
Summary of Key Operating Measures
December 31, 2019

Expenditures by Department

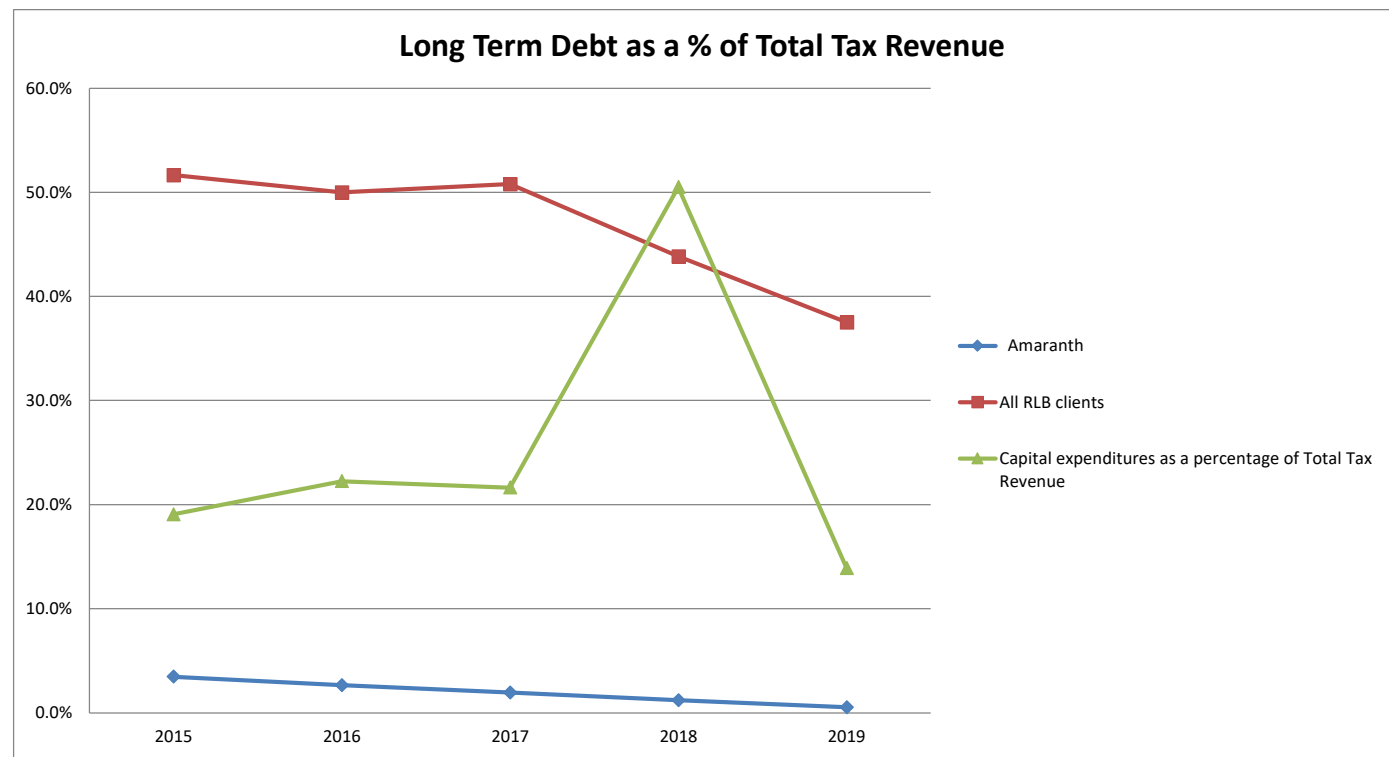
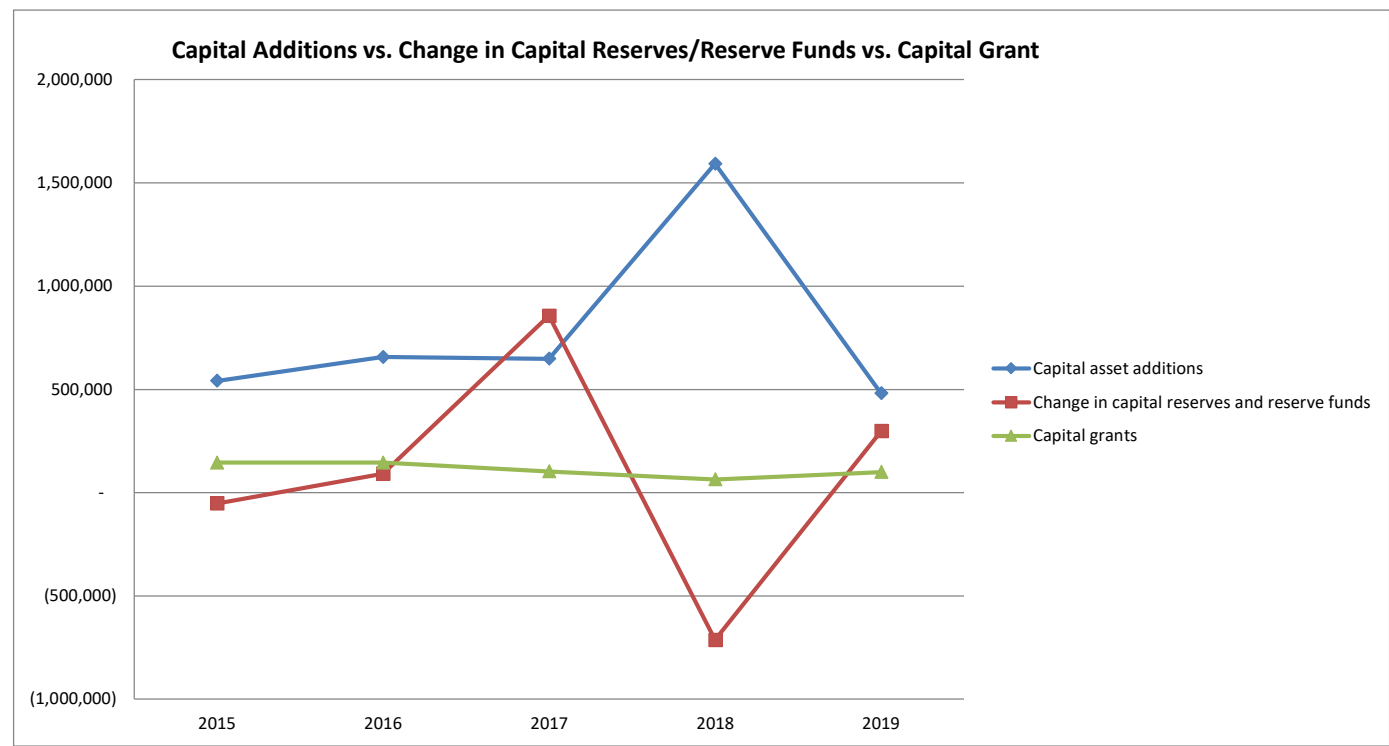


	2015	2016	2017	2018	2019
Expenses - General government	17.7%	19.7%	18.5%	18.2%	19.0%
Expenses - Protection services	19.4%	20.5%	21.3%	19.9%	21.1%
Expenses - Transportation services	48.6%	46.2%	47.0%	46.5%	42.6%
Expenses - Environmental services	5.4%	4.9%	4.6%	3.9%	4.5%
Expenses - Health services	0.3%	0.2%	0.2%	0.1%	0.3%
Expenses - Recreation and cultural services	5.2%	5.3%	5.7%	4.9%	6.5%
Expenses - Planning and development	3.4%	3.3%	2.7%	6.5%	6.1%

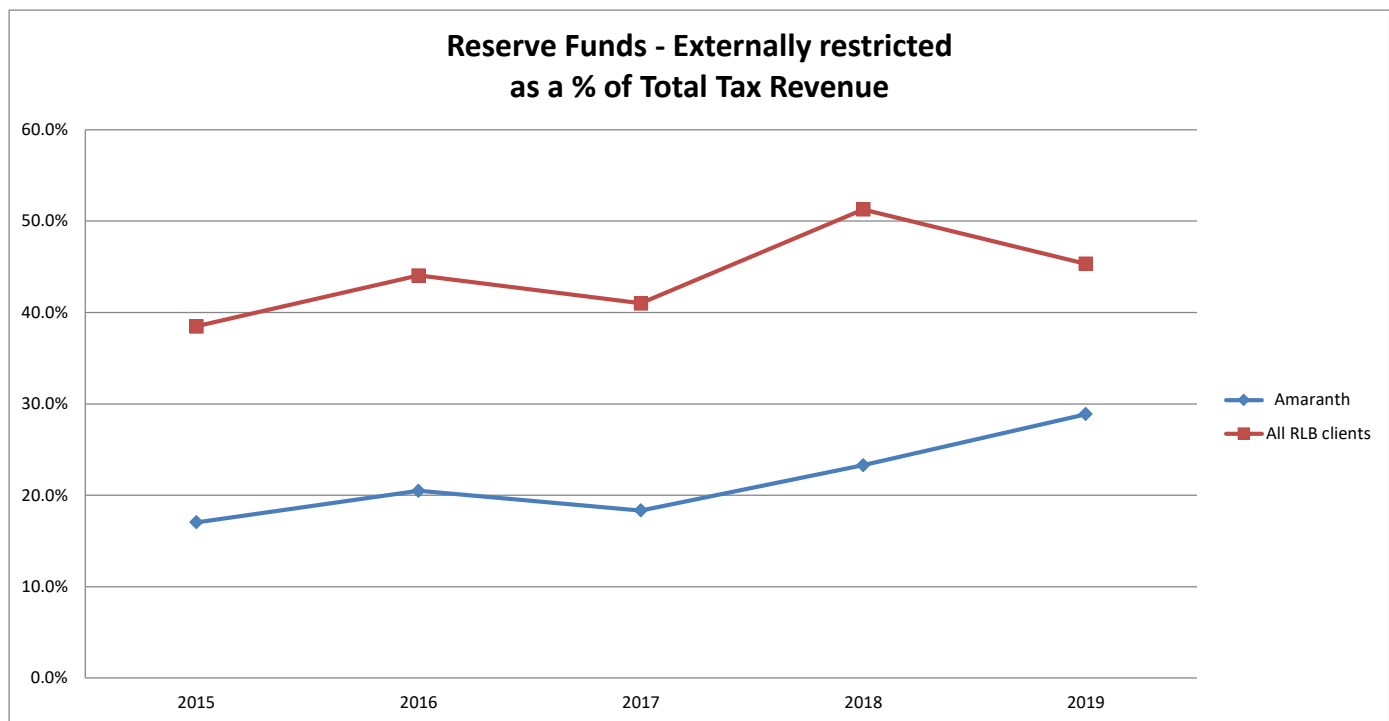
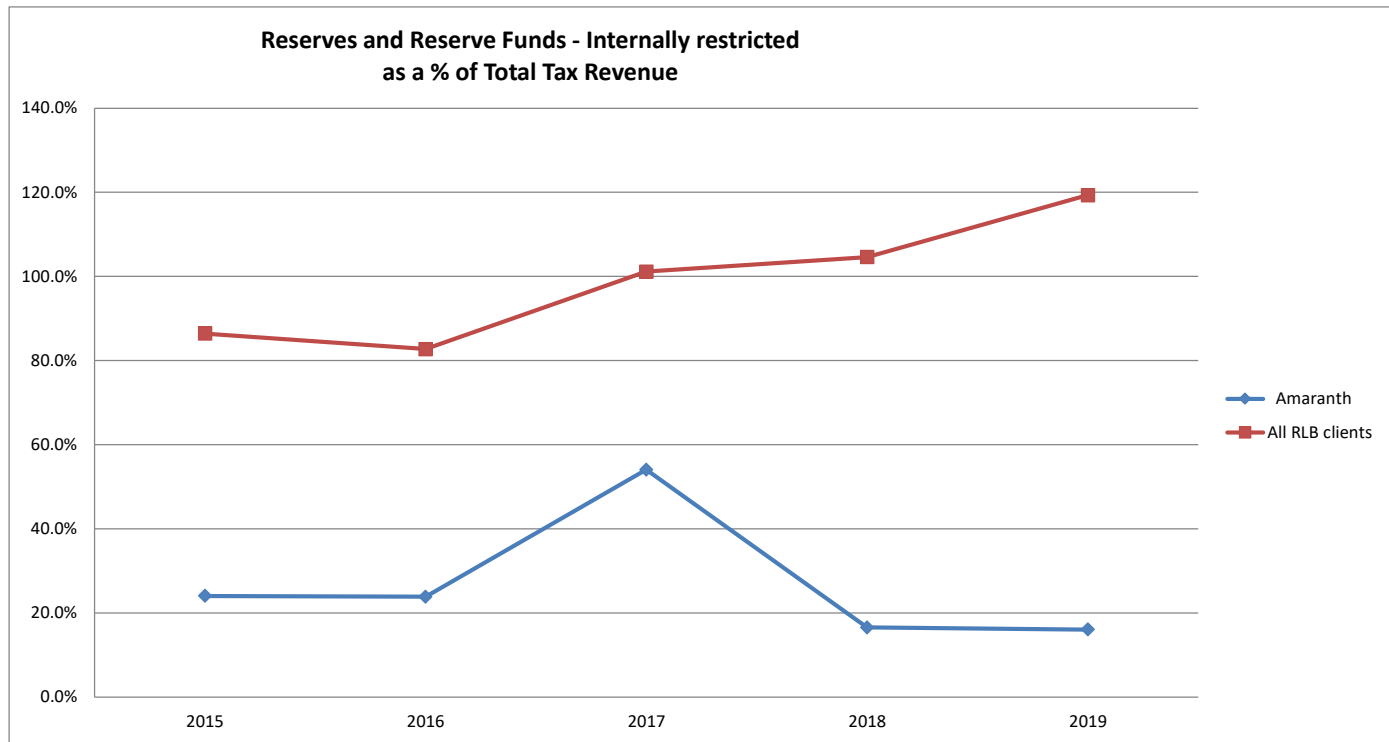
Township of Amaranth
Summary of Key Operating Measures
December 31, 2019



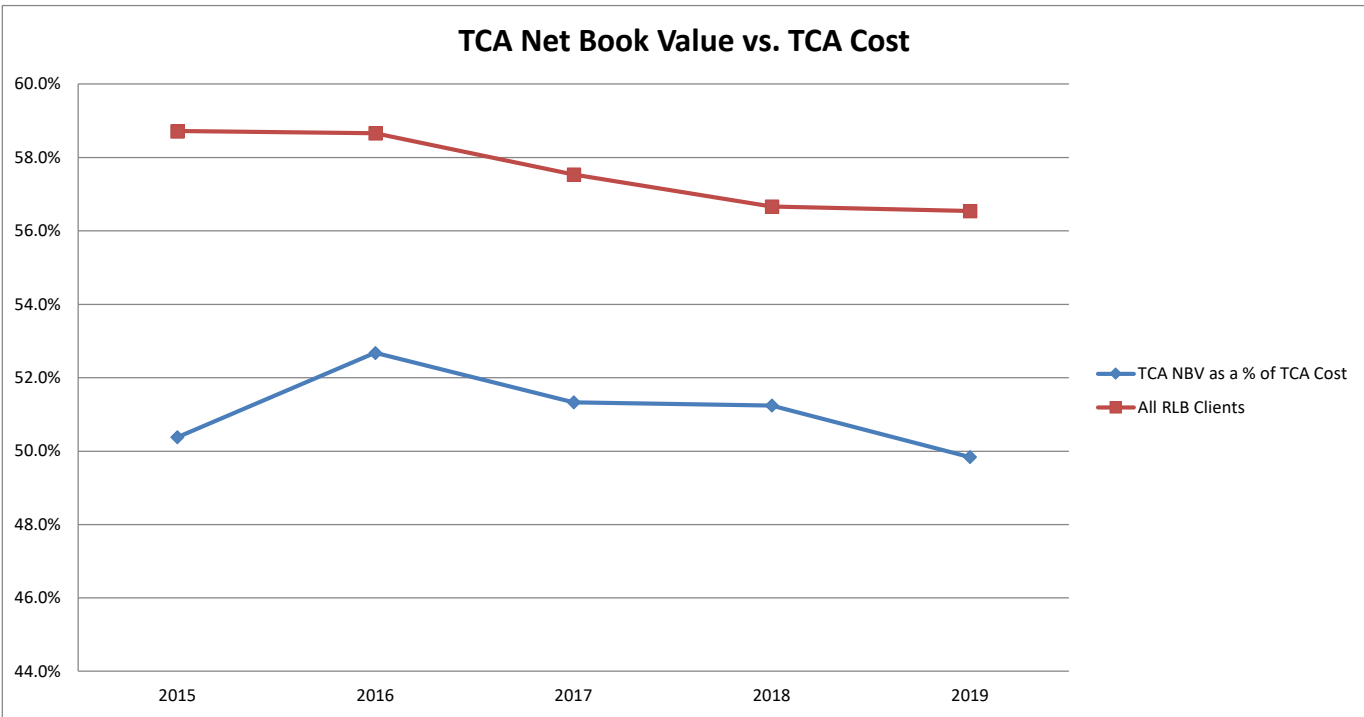
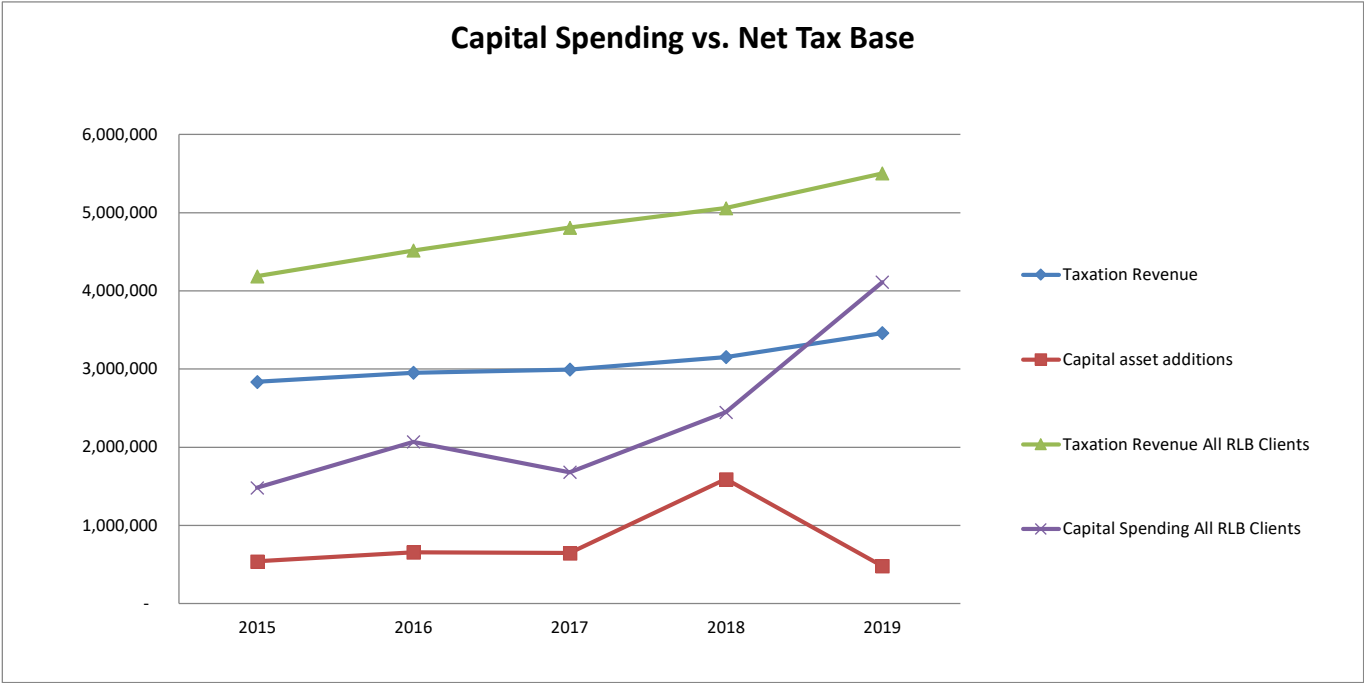
Township of Amaranth
Summary of Key Operating Measures
December 31, 2019



Township of Amaranth
Summary of Key Operating Measures
December 31, 2019



Township of Amaranth
Summary of Key Operating Measures
December 31, 2019





REPORT TO COUNCIL 2020-23

TO: Mayor Currie and Members of Council

FROM: Nicole Martin, Acting CAO/Clerk

DATE: October 7, 2020

SUBJECT: Council Vacancy Procedure

Purpose

That Council accept the Acting CAO/Clerk report 2020-23 and provide direction accordingly.

That Council acknowledge receipt of the resignation of Councillor Mark Tijssen dated September 16, 2020 from his position on Council.

That in accordance with section 262 of the Municipal Act, 2001, Council of the Township of Amaranth does hereby declare one Councillor position to be vacant.

Background

The Acting Clerk received the resignation letter of Councillor Mark Tijssen on September 16, 2020.

The Municipal Act directs that if the office of a member of Council becomes vacant, that Council shall, at its next meeting, declare the office to be vacant. In accordance with the *Municipal Act, 2001* as amended (the Act), when a seat of a member of Council becomes vacant during the term of office, Council may fill a vacancy, subject to section 263, by either:

- a) Appointing a person who has consented to accept the office if appointed; or,
- b) Requiring a by-election to be held to fill the vacancy in accordance with the *Municipal Elections Act, 1996*.

A person appointed or elected to fill this vacancy will hold office for the remainder of the term of the person they replaced (section 264 of the Act).

In accordance with the Act, if a vacancy occurs in the office of a member of Council, the municipality shall, within 60 days after the day a declaration of vacancy is made, appoint a person to fill the vacancy or pass a by-law requiring a by-election be held to fill the vacancy.

Options Available to Council

The two methods for appointing a person that are used by municipalities most frequently are Selection by Appointment from the candidates of the previous municipal election and Selection by Appointment from Nominations.

Option 1 - If Council chooses to Select by Appointment from candidates of the previous election, staff has presented the results of the 2018 municipal election for Council review attached as Schedule A. Council would select from the results, based on number of votes per candidate and the continued eligibility of each candidate to hold a seat in Amaranth. The new Councillor, if they consent to accept the office, could be sworn in at the November 4, 2020 regular meeting of Council.

Option 2 - If Council chooses to Select by Appointment from Nominations, Council would approve the Council Vacancy Procedure, attached as Schedule B to this report. In order to comply with the timeframes stated in the Act, the nominations would be reviewed by Council at a special meeting on November 12, 2020 at 6:00 p.m., and the selected nominee would be sworn in at the regular Council Meeting on November 18, 2020 at 6:00 p.m.

Option 3 - If Council chooses to call a by-election, Council is required to state its intentions to do so by by-law, as attached in Schedule C. In accordance with section 65 of the *Municipal Elections Act*, Nomination Day would be October 23, 2020 at 2:00 p.m., and Voting Day would be Monday, December 7, 2020, 45 days after Nomination Day. The new Councillor would be sworn in at the December 9, 2020 regular meeting.

Budget Concerns

Option 1 Selection by appointment from the 2018 Election Candidates will cost minimal staff time.

Option 2 Selection by Appointment from Nominations will cost staff time, newspaper advertising, some office resources and other supplies, depending on the number of applicants.

Option 3 Selection by by-election will cost approximately the same as a regular election, due to

advertising and printing costs, ballot production, electronic voting licensing and training (if chosen), etc.

Summary

Staff recommends the option 2 of Selection by Appointment from Nominations as the preferred choice. This option encourages community participation while minimizing costs to the Township of staff time and election resources, as outlined.

Recommendation

That Council receive report 2020-23 from the Acting CAO/Clerk.

AND FURTHER THAT Council shall fill the vacant seat on Council by Selection by Appointment from Nominations; (Option 2)

AND FURTHER THAT Council directs the Clerk to follow the procedures for the Call for Nominations and the calling of a Special Council Meeting on November 12, 2020 at 6:00 p.m.

Respectfully Submitted,

Nicole Martin
Acting CAO/Clerk

Form EL08

DECLARATION OF ELECTION RESULTS

Municipal Elections Act, 1996



I, Susan M. Stone, Clerk of the Corporation of the Township of Amaranth, hereby certify that during the 2018 Municipal Election for the office(s) listed below, the certified candidates received the votes that follow their respective names:

NAME OF CANDIDATE	OFFICE	VOTES RECEIVED
Currie Bob	Mayor	737
MacIver Don	Mayor	609
Gerrits Chris	Deputy Mayor	ACCLAIMED
Caine Philippe	Councillor	345
Foster Heather	Councillor	775
Graham Susan	Councillor	604
Little Gail	Councillor	774
Tijssen Mark	Councillor	824
O'hara-Stephenson	English Public Trustee	288
Topping Lynn	English Public Trustee	724
Di Cosola Frank	English Separate Trustee	64
Roman Sheralyn	English Separate Trustee	40
Belcourt Guy	French Public Trustee	4
Lapointe Eric	French Public Trustee	5
Caruso Saveria	French Public Trustee	1
Grenier Genevieve	French Separate Trustee	3
Liaki Blaise	French Separate Trustee	0

Dated this 23RD day of October 2018.

Susan M. Stone, Clerk and
Returning Officer

Schedule B

Council Vacancy Procedure

Notice of Vacancy

The Clerk shall post a Council Vacancy Notice (appendix A) on the Township website (www.amaranth.ca) and in the local newspapers, being the Orangeville Banner and the Orangeville Citizen, for a minimum of two (2) consecutive weeks following Council's decision to fill a vacancy by appointment. The notice shall indicate Council's intention to appoint an individual to fill a vacancy and shall outline the nomination process.

A vote to fill a vacancy on Council by appointment shall occur at an open Special Council Meeting on November 12, 2020.

Nominations

Any individual wishing to be considered for appointment to the vacancy shall:

- 1) Complete and sign a Council Vacancy Application (Nomination Paper – available at <https://tinyurl.com/y55yes4c>) and a Freedom of Information Release Form and submit the forms by November 6, 2020 at 2:00 p.m. (14:00 hours).**
 - a) Applications must be on the Council Vacancy Application.
 - b) All candidates must provide the Clerk with government issued identification and proof of eligibility within the municipality when filing a nomination.
 - c) The surname on the application and the surname on the identification must be the same. Some flexibility will be given to first names (e.g. Nick for Nicholas), subject to approval of the Clerk.
 - d) Applications will be reviewed for completeness when filed and will be certified on or before 4:00 p.m. on November 6, 2020.
 - e) An unofficial list of persons who have submitted application forms will be prepared and updated as soon as practical after receipt of the required forms. The list will be posted on the Township website.
 - f) An official list of nominated persons shall be posted in the same manner as specified in Section 1(e) once nomination forms have been certified and the nomination period has expired.
 - g) A candidate may withdraw their nomination by filing a written withdrawal on the prescribed form in the Clerk's Office before November 6, 2020 at 2:00 p.m. (14:00 hours). The candidate shall appear in person with identification in order to withdraw the nomination.
- 2) Submit to the Clerk a personal statement of qualification for consideration of Council, attached to their Council Vacancy Application.**
 - a) Personal statements will be typewritten on letter size (8 ½" x 11") paper, shall not exceed two (2) pages in length, and will include the Candidate(s) name and address.

Applications for nomination that do not meet these requirements shall not be included in any Council meeting agenda or provided to Council by the Clerk.

Applications and personal statements are public documents and shall be provided for inspection only to any member of the public who asks to see such documents.

Special Council Meeting

At the Special Council meeting being held November 12, 2020 at 6:00 p.m., the following shall take place:

- a) The Mayor will make a short statement of the purpose of the meeting and the general order of proceedings to be followed.
- b) The Clerk will provide to the Mayor a list of the names of those individuals who have indicated, in writing, their interest in being appointed to the vacancy and the Mayor will call for a motion from Council in the following form:

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

- c) All candidates will be sequestered in an adjacent room until it is their time to answer the questions posed by Council.
- d) Each of the candidates shall be afforded the opportunity to address Council for a period of not more than ten (10) minutes. The order of speaking will be determined by lot. The Clerk shall place the names of all nominees in a container and randomly draw the names.

Note: Candidates will be timed.

- e) Each member of Council will be permitted two (2) questions to each candidate. Candidates have two (2) minutes to answer each question. Once a candidate has answered the questions, they will return to the sequester room.

Note: Candidates will be timed.

- f) Upon hearing all the submissions of the candidates, Council will proceed to vote as follows:
 - i. Members of Council will vote by way of public vote.
 - ii. The Clerk shall display the Candidate names on a screen in the Council Chamber in alphabetical order.
 - iii. Members of Council shall vote for **one candidate only**.
 - iv. The Clerk shall call upon the members of Council in random order.
 - v. Members of Council shall first mark their vote on a ballot and then pass their ballot to the Clerk.
 - vi. The Clerk shall tabulate the results.

After the votes are cast, if the candidate receiving the greatest number of votes does not receive more than one-half the votes of all voting members of Council, the candidate (or candidates in the case of a tie) who received the fewest number of votes shall be excluded from further consideration.

The vote will be taken again by the Clerk and, if necessary, more than once, excluding in each successive vote the candidate (or candidates in the case of a tie) who receive the fewest number of votes.

This process shall be repeated until the nominee receiving the greatest number of votes has also received more than one-half of the votes of the voting members of Council.

g) Where the votes cast are equal for all the candidates, and:

- i. There are three or more candidates remaining, the Clerk shall by lot select one such nominee to be excluded from the subsequent voting; or
- ii. Only two candidates remain, the tie shall be broken by selecting a candidate by lot, as conducted by the Clerk.

Upon conclusion of the voting, the Clerk will declare the candidate receiving the votes of more than one-half of the number of the voting members of Council or the candidate selected through section g) i. or ii.

Appointment

The appointment of the candidate shall be made by by-law at the conclusion of the special meeting. A by-law confirming the appointment shall be enacted by Council and shall direct the Clerk how to proceed further.

Oath of Office

The Clerk will administer the Declaration of Office required by subsection 232(1) of the Act at the regular meeting scheduled for November 18, 2020 at 6:00 p.m.

Additional Notes

Where a situation occurs that is not otherwise accounted for in these procedures, the Clerk shall recommend an alternate process to Council, which Council may adopt by simple majority vote.



374028 6TH LINE • AMARANTH ON • L9W 0M6

Appendix A

PUBLIC NOTICE

TOWNSHIP OF AMARANTH MUNICIPAL COUNCIL VACANCY

TAKE NOTICE THAT a vacancy exists on the Township of Amaranth Council for one (1) Councillor Position. Council has determined that it wishes to fill this vacancy through **SELECTION BY NOMINATION AND APPOINTMENT** in accordance with the Township of Amaranth Council Vacancy Policy.

The term of this position is from the date of Council appointment for the balance of the Council term until November 14, 2022.

A candidate for municipal office must be a qualified municipal elector as set out in the *Municipal Elections Act, 1996*. Qualified electors must be:

- 18 years of age or older;
- a Canadian citizen;
- a resident of the Township of Amaranth, or an owner or tenant of land in the Township or the spouse of such an owner or tenant; and
- not prohibited from voting under any other Act or disqualified from holding municipal office.

Interested Nominees must complete and submit a Council Vacancy Application package in person to the Clerk. **Nominations will be accepted by the Clerk at the Municipal Office during regular business hours until Friday, November 6, 2020 at 2:00 pm.**

Candidate(s) must also submit to the Clerk a personal statement of qualification for consideration of Council. Personal statements will be typewritten in a 12-point font on letter size (8 ½" x 11") paper, shall not exceed two (2) pages in length, and will include the Candidate's name and address. Statements that do not meet these requirements shall not be included in any Council meeting agenda or provided to Council by the Clerk.

Certified registered Candidates will be afforded the opportunity to address Council for a period of not more than ten (10) minutes and then will be asked questions by Council in an open Public Meeting to be held on Thursday, November 12, 2020 at 6:00 pm in Council Chambers at the Municipal Office.

The Council Vacancy Policy and application package are available on the Township's website at www.amaranth.ca or at the Municipal Office.

For further information or to complete a Council Vacancy Application package, please contact:

Nicole Martin, Acting CAO/Clerk
nmartin@amaranth.ca

Schedule C

THE CORPORATION OF THE TOWNSHIP OF AMARANTH

BY-LAW NUMBER _____-2020

BEING A BY-LAW TO PROVIDE FOR A BY-ELECTION IN THE TOWNSHIP OF
AMARANTH

WHEREAS the Council of the Corporation of the Township of Amaranth has declared a seat vacant; and,

WHEREAS the *Municipal Act, 2001*, as amended, provides that the Council may by by-law require a By-Election to fill the vacancy;

NOW THEREFORE The Council of the Corporation of the Township of Amaranth enacts as follows:

1. THAT a by-election be held and is hereby required to be held to fill the vacancy of Councillor.
2. THAT this by-law shall come into effect on the day that it is enacted.

BY-LAW READ A FIRST AND SECOND TIME THIS DAY OF **2020.**

BY-LAW READ A THIRD TIME AND PASSED THIS DAY OF **2020.**

Head of Council

Acting CAO/Clerk



MEMO TO COUNCIL - 2020-021

TO: Mayor Currie and Members of Council

FROM: Nicole Martin Acting CAO/Clerk

DATE: October 7, 2020

SUBJECT: Tile Drain Loan

Recommendation

Council receive memo 2020-021 as an update and proceed to pass the necessary by-law.

Background

Council passed the attached resolution at the January 16, 2019 meeting and the applicant has now completed the application to the Ministry of Agriculture Food and Rural Affairs.

Council is now asked to pass the associated by-law, draft enclosed for review.

Summary

Council is asked to proceed accordingly.

Respectfully Submitted,

Nicole Martin, Acting CAO/Clerk



THE CORPORATION OF THE TOWNSHIP OF AMARANTH

NUMBER 19

MOVED BY:

Chris Little

DATE: January 16, 2019

SECONDED BY:

Chris Little ch/15

BE IT RESOLVED THAT:

Council approve Application for Tile Drain Loan in the amount of \$37,500.00 for Concession 8, Part Lot 13, Roll 2-14800, subject to Ministry of Agriculture Food and Rural Affairs 2018/19 debenture program availability.

Defeated ☐

Carried ☒

Head of Council

Chris Little

Recorded Vote

Yea

Nay

Abstain

Deputy Mayor Chris Gerrits
Councillor Heather Foster
Councillor Gail Little
Councillor Mark Tijssen
Mayor Bob Currie

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RATING BY-LAW

Tile Drainage Act, R.S.O. 1990, c. T.8, s.8

THE CORPORATION OF THE
Township of Amaranth

BY-LAW NUMBER _____-2020

A by-law imposing special annual drainage rates upon land in
respect of which money is borrowed under the *Tile Drainage Act*.

WHEREAS owners of land in the municipality have applied to the council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface drainage works on such land;

AND WHEREAS the council has, upon their application, lent the owners the total sum of
\$35,800.00 to be repaid with interest by means of rates hereinafter imposed;

The council, pursuant to the *Tile Drainage Act*, enacts as follows:

1. That annual rates as set out in the Schedule 'A' attached hereto are hereby imposed upon such land as described for a period of ten years, such rates shall have priority lien status, and shall be levied and collected in the same manner as taxes.

First Reading 2020-Oct-07
yyyy/mm/dd

Second Reading 2020-Oct-07
yyyy/mm/dd

Provisionally adopted this 07 day of October, 2020

Bob Currie
Name of Head of Council

Signature

Nicole Martin
Name of Clerk

Signature

Third Reading 2020-Oct-07

Enacted this 07 day of October, 2020

Bob Currie
Name of Head of Council

Signature

Corporate Seal

Nicole Martin
Name of Clerk

Signature

I, Nicole Martin, clerk of the Corporation of the Township
of Amaranth certify that the above by-law was
duly passed by the council of the Corporation and is a true copy thereof.

Corporate Seal

Nicole Martin
Name of Clerk

Signature

Property Owner Information*				Description of Land Parcel to Which the Repayment Charge Will be Levied					Proposed date of loan (YYYY-MM-DD)	Sum to be loaned \$	Annual rate to be imposed \$
Nilda Caceres	0	0	0	Lot:	Part Lot 13	Con:	8		2020-Nov-01	\$ 35,800.00	\$ 4,864.07
	-	-									
	294162 8th Line	Amaranth	ONT	Roll #:	2208	000	002	14800			
0	0	0	0	Lot:		Con:					
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				Roll #:							
TOTAL *										\$ 35,800.00	\$ 4,864.07

* If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer in the last blank space provided.Only the owner(s) of the property may apply for a loan.

Guelph District Office
4th Floor
1 Stone Road West
Guelph, Ontario N1G 4Y2

Bureau du district de Guelph
4^e étage
1, chemin Stone Ouest
Guelph (Ontario) N1G 4Y2

September 24, 2020

****Sent via email****

Township of Amaranth
374028 6th Line
Amaranth, Ontario
L9W 0M6

Attention: Ms. Nicole Martin
Acting CAO/Clerk

Re: Waldemar Drinking Water System Inspection Report
Waterworks #220013553, Our File: SI DU AM C9 540

On September 3, 2020 the Waldemar Drinking Water System was inspected by the Ministry of the Environment, Conservation and Parks (MECP). Please find attached a copy of the Inspection Report #1-NRPAN.

In order to measure individual inspection results, the MECP has established an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement (II&E) Secretariat and advice of internal/external risk experts. The Inspection Summary Rating Record (IRR), included as Appendix B of the inspection report, provides the Ministry, the system owner and the local Public Health Units with a summarized quantitative measure of the drinking water system's annual inspection and regulated water quality testing performance. The IRR methodology uses a risk rating model to better reflect the health related and administrative non-compliance found in an inspection report. IRR ratings are published (for the previous inspection year) in the MECP's Chief Drinking Water Inspectors' Annual Report. If you have any questions or concerns regarding the rating, please contact Lisa Williamson, Water Compliance Supervisor, at 226-979-8468.

Section 19 of the Safe Drinking Water Act (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the MECP has encouraged such individuals, particularly municipal councilors, to take steps to be better informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "Taking Care of Your Drinking Water: A guide for members of municipal council" found on the MECP website at www.ontario.ca.

If you wish to discuss the results of the inspection in more detail, please feel free to contact me at (519) 837-7457.

Yours truly, Signature: (Provincial Officer)



Carola Serwotka
Provincial Officer/Water Inspector
Guelph District Office
West Central Region

c.c.

Joe Miedema, Dufferin Water Co. Ltd. (email)

Shawn Zentner, Manager, Health Protection Division, Wellington, Dufferin, Guelph
Health Unit (email)

Martin Keller, Source Protection Program Manager, Grand River Conservation Authority
(email)

Lisa Williamson, Water Compliance Supervisor, MECP

Guelph District Office File: SI DU AM C9 540

Electronic Binder

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APPENDICES**APPENDIX A: MINISTRY AUDIT SAMPLES****APPENDIX B: INSPECTION SUMMARY RATING RECORD**



Ministry of the Environment, Conservation and Parks

**WALDEMAR DRINKING WATER SYSTEM
Inspection Report**

Site Number:	220013553
Inspection Number:	1-NRPBQ
Date of Inspection:	Sep 03, 2020
Inspected By:	Carola Serwotka

OWNER INFORMATION:

Company Name:	AMARANTH, THE CORPORATION OF THE TOWNSHIP OF		
Street Number:	374028	Unit Identifier:	
Street Name:	6TH LINE AMARANTH		
City:	ORANGEVILLE		
Province:	ON	Postal Code:	L9W 2Z3

CONTACT INFORMATION

Type:	Operating Authority	Name:	Joe Miedema
Phone:	(519) 942-5695	Fax:	(519) 940-3956
Email:	joe_miedema@bell.net		
Title:	Owner - Dufferin Water Co. Ltd.		

Type:	Owner	Name:	Susan Stone
Phone:	(519) 941-1007	Fax:	(519) 941-1802
Email:	suestone@amaranth-eastgary.ca		
Title:	CAO / Clerk-Treasurer		

INSPECTION DETAILS:

Site Name:	WALDEMAR DRINKING WATER SYSTEM
Site Address:	
County/District:	AMARANTH
MECP District/Area Office:	Guelph District
Health Unit:	WELLINGTON-DUFFERIN-GUELPH HEALTH UNIT
Conservation Authority:	Credit Valley Conservation
MNR Office:	Guelph District Office
Category:	Large Municipal Residential
Site Number:	220013553
Inspection Type:	Announced
Inspection Number:	1-NRPBQ
Date of Inspection:	Sep 03, 2020
Date of Previous Inspection:	Aug 07, 2019

COMPONENTS DESCRIPTION

Site (Name):	WELL 1 RAW	Sub Type:	Ground Water
Type:	Source		
Comments:			

Well PW1 is a 107 m deep drilled groundwater well located outside between 18 and 20 St. John Street in the Waldemar subdivision. It was drilled in 1972. It has a 150 mm diameter steel casing and is equipped with a submersible well pump rated at 341 L/min at a Total Dynamic Head (TDH) of 40.0 m. The well is complete with a pitless adapter, vermin proof vented well cap, level monitoring tube and a 75 mm diameter transmission line connected to a 50 mm diameter well pump header in the pumphouse.

Each well pump header is equipped with a pressure gauge, sample tap, flow control valve, raw water flow meter, isolation valving and chlorine injection point.

Site (Name): WELL 2 RAW

Type: Source

Sub Type: Ground Water

Comments:

Well PW2 is a 117 m deep drilled groundwater well located outside in front of 39 Russel Hill Road in the Waldemar subdivision. It was drilled in 1989. It has a 150 mm diameter steel casing and is equipped with a submersible well pump rated at 273 L/min at a Total Dynamic Head (TDH) of 71.6 m. The well is complete with a pitless adapter, vermin proof vented well cap, level monitoring tube and a 75 mm diameter transmission line connected to a 50 mm diameter well pump header in the pumphouse.

Each well pump header is equipped with a pressure gauge, sample tap, flow control valve, raw water flow meter, isolation valving and chlorine injection point.

Site (Name): WELL 3 RAW

Type: Source

Sub Type: Ground Water

Comments:

Well PW3 is a 91 m deep drilled groundwater well located outside between 34 and 36 St. John Street in the Waldemar subdivision. It was drilled in 2002. It has a 200 mm diameter steel casing and is equipped with a submersible well pump rated at 318 L/min at a Total Dynamic Head (TDH) of 45 m. The well is complete with a pitless adapter, vermin proof vented well cap, a steel well head enclosure, and approximately 690 m length of 100 mm diameter transmission line connected to a 75 mm diameter well pump header in the pumphouse.

Each well pump header is equipped with a pressure gauge, sample tap, flow control valve, raw water flow meter, isolation valving and chlorine injection point.

Site (Name): PUMPHOUSE TREATED

Type: Treated Water POE

Sub Type:

Comments:

The upgraded Water Treatment Plant was constructed in 2005 and is located at 10 Station street in Waldemar, Ontario. Treatment consists of disinfection with a 12 percent sodium hypochlorite solution. The chlorination system consists of one 100 L chemical solution tank with spill containment and four chemical metering pumps (3 duty and one shelf spare), each rated at 0.59 L/hr with feed lines discharging into their respective well pump headers. Contact time is provided in a two celled below ground reservoir, with a storage capacity of approximately 273 m3. A continuous chlorine analyzer provides online monitoring of the treated water.

Water is delivered to the distribution system via three high lift pumps with a rated capacity of 378 L/min at a TDH of 60.0 m. The high lift pump discharge line is equipped with a sample tap. Each pump is equipped with isolation valves to facilitate taking individual pumps out of service. There is also one fire pump with a rated capacity of 1930 L/min at a TDH of 66.0 m. Pressure is maintained in the system by three hydropneumatic pressure tanks, each with a volume of 1226 L. A 75 kW standby diesel generator is located within the pumphouse. A new diesel holding tank was installed with secondary containment in 2020.

Site (Name): DISTRIBUTION SYSTEM

Type: Other

Sub Type:

Comments:

The Waldemar system supplies water to 106 residences, providing water to a community of approximately 380 people. The distribution system consists of 150, 200 and 300 mm diameter PVC piping that is installed in a loop format to minimize dead ends. The system also has 21 fire hydrants and 28 mainline valves. There are no storage reservoirs or standpipes in the distribution system.

Site (Name): MOE DWS Mapping

Type: DWS Mapping Point

Sub Type:

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water related policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment and distribution components as well as management practices.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

This announced inspection was physically inspected on September 3, 2020 and covered the period from August 7, 2019 to July 28, 2020. The inspection was attended by Joe Miedema, Dufferin Water Co. Ltd., Overall Responsible Operator (ORO) and myself. The Mansfield DWS comprises of 3 wells and a water treatment plant. The treatment system was physically inspected, in addition, a review of logbooks, monitoring data, sampling records, operator certification and maintenance information was done.

Source

- The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials.

At the time of the inspection, all 3 wells were secure.

- Measures were in place to protect the groundwater and/or GUDI source in accordance with any the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.

Operators document bi-annual inspections of the 3 wells.

Capacity Assessment

- There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.
- The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.

Based on the flow data provided for August 2019 to May 31, 2020, the following information was summarized as a percent of the daily flow limit for average and maximum flowrates:

Well #1 - 12 %, 32 %

Capacity Assessment

Well #2 - not used
 Well #3 - 14 %, 40 %
 Distribution - 7 %, 16 %

Treatment Processes

- **The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.**

There have been no changes to the treatment equipment since the last inspection.

- **Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.**

The minimum free chlorine residual of treated water required entering the distribution system is 0.42 mg/L and the minimum free chlorine residual during the inspection period was 0.72 mg/L.

- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.**

Free chlorine residual records from August 1, 2019 to May 31, 2020 were reviewed and the lowest free chlorine residual measured in the distribution system was 1.06 mg/L.

- **Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.**

Treatment Process Monitoring

- **Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.**

- **The secondary disinfectant residual was measured as required for the distribution system.**

- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**

Operators check continuous free chlorine data on Monday, Wednesdays and Fridays.

- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**

During the physical inspection on September 3, 2020, the low chlorine alarm was tested. The automatic low chlorine alarm was triggered and the system shutdown as required.

- **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.**

Continuous data is recorded every 4 minutes while the requirement is every 5 minutes.

- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's**

Treatment Process Monitoring

instructions or the regulation.

Operations Manuals

- The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.
- The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.

Logbooks

- Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.

Security

- The owner had provided security measures to protect components of the drinking water system.
All wells are secure and the treatment plant is kept locked as required.

Certification and Training

- The overall responsible operator had been designated for each subsystem.
The ORO has a Class III WD&S and a Class III WT operator certificates.
- Operators-in-charge had been designated for all subsystems which comprised the drinking water system.
- All operators possessed the required certification.
The Waldemar DWS has a Water Distribution and Supply Subsystem (WD&SS) Class II certificate #5244, issued on January 25, 2008. The ORO has a WD&SS Class III certificate and the operator has a WD&SS Class I certificate.
- Only certified operators made adjustments to the treatment equipment.

Water Quality Monitoring

- All microbiological water quality monitoring requirements for distribution samples were being met.
Distribution samples are taken weekly, 2 to 3 times a week to meet the minimum 8 samples required per month.
- All microbiological water quality monitoring requirements for treated samples were being met.
Treated samples are taken weekly at the treatment plant.
- All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.
Inorganic samples are taken every 3 years where the last set of samples were taken on October 5, 2018.
- All organic water quality monitoring requirements prescribed by legislation were conducted within the

Water Quality Monitoring

required frequency.

Organic samples are taken every 3 years where the last set of samples were taken on October 5, 2018.

- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**
HAAs samples are tested quarterly and were less than 5 ug/L where the limit is 80 ug/L.
- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**
THMs samples are tested quarterly and ranged from 7.3 to 10.1 ug/L, where the limit is 100 ug/L.
- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**
Nitrate/nitrites samples are tested quarterly and were measured less than 0.1 mg/L, where the limit is 10 mg/L.
- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**
Sodium is required to be sampled and tested every 5 years and was last measured at 20 mg/L. The aesthetic objective is 200 mg/L and the reportable limit is 20 mg/L for notification for those on sodium reduced diets. The local health unit is aware of these levels as required.
- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**
Fluoride is required to be sampled and tested every 5 years and was last measured at 1.8 and 1.9 mg/L in October, 2018. Fluoride is naturally occurring in the area. The limit is 1.5 mg/L and the local health unit was notified as required.
- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

Water Quality Assessment

- **Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

Reporting & Corrective Actions

- **Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.**
- **When the primary disinfection equipment, other than that used for chlorination or chloramination, has failed causing an alarm to sound or an automatic shut-off to occur, a certified operator responded in a timely manner and took appropriate actions.**

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

Not Applicable

SIGNATURES

Inspected By:

Carola Serwotka

Signature: (Provincial Officer)



Reviewed & Approved By:

Lisa Williamson

Signature: (Supervisor)



Review & Approval Date:

September 24, 2020

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

APPENDIX A
MINISTRY AUDIT SAMPLE RESULTS
(NOT APPLICABLE)

APPENDIX B

INSPECTION RATING RECORD

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2020-2021)

DWS Name: WALDEMAR DRINKING WATER SYSTEM
DWS Number: 220013553
DWS Owner: Amaranth, The Corporation Of The Township Of
Municipal Location: Amaranth

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: September 3, 2020
Ministry Office: Guelph District

Maximum Question Rating: 471

Inspection Module	Non-Compliance Rating
Source	0 / 14
Capacity Assessment	0 / 30
Treatment Processes	0 / 77
Operations Manuals	0 / 28
Logbooks	0 / 14
Certification and Training	0 / 42
Water Quality Monitoring	0 / 112
Reporting & Corrective Actions	0 / 42
Treatment Process Monitoring	0 / 112
TOTAL	0 / 471

Inspection Risk Rating 0.00%

FINAL INSPECTION RATING: 100.00%

Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2020-2021)

DWS Name: WALDEMAR DRINKING WATER SYSTEM
DWS Number: 220013553
DWS Owner: Amaranth, The Corporation Of The Township Of
Municipal Location: Amaranth

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: September 3, 2020
Ministry Office: Guelph District

Maximum Question Rating: 471

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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MEMO TO COUNCIL - 2020-023

TO: Mayor Currie and Members of Council

FROM: Nicole Martin Acting CAO/Clerk

DATE: October 7, 2020

SUBJECT: LPAT updates

Recommendation

Council receive memo 2020-023 as information only.

Background

Applicant Sarah Properties Limited was heard on September 25, 2020 by video hearing. The Memorandum of Oral Decision is attached for reference. A Case Management Conference is scheduled for Tuesday January 26, 2021 at 10:00 a.m.

Applicant Jim Brown and Sons Trucking Ltd. was heard on September 17, 2020 by telephone conference. The Memorandum of Oral Decision is attached for reference. A settlement hearing is anticipated to be scheduled in the near future.

Summary

Council is asked to acknowledge the update.

Respectfully Submitted,

Nicole Martin, Acting CAO/Clerk

Local Planning Appeal Tribunal
Tribunal d'appel de l'aménagement
local



ISSUE DATE: September 29, 2020

CASE NO(S): PL180646

The Ontario Municipal Board (the “OMB”) is continued under the name Local Planning Appeal Tribunal (the “Tribunal”), and any reference to the Ontario Municipal Board or Board in any publication of the Tribunal is deemed to be a reference to the Tribunal.

PROCEEDING COMMENCED UNDER subsection 22(7) of the *Planning Act*,
R.S.O. 1990, c. P.13, as amended

Applicant and Appellant:	Sarah Properties Limited
Subject:	Request to amend the Official Plan - Refusal of request by Township of Amaranth
Existing Designation:	Community Residential
Proposed Designated:	Site Specific – to be determined
Purpose:	To permit a communal wastewater treatment system to facilitate a residential development
Property Address/Description:	Concession 10, East Part Lots 2 and 3
Municipality:	Township of Amaranth
Approval Authority File No.:	OPA2-15
LPAT Case No.:	PL180646
LPAT File No.:	PL180646
LPAT Case Name:	Sarah Properties Limited v. Amaranth (Township)

PROCEEDING COMMENCED UNDER subsection 34(11) of the *Planning Act*,
R.S.O. 1990, c. P.13, as amended

Applicant and Appellant:	Sarah Properties Limited
Subject:	Application to amend Zoning By-law No. 2-2009 - Refusal or neglect of Township of Amaranth to make a decision
Existing Zoning:	Hamlet Residential and Rural
Proposed Zoning:	Site Specific (To be determined)
Purpose:	To permit 334 single unit residential units
Property Address/Description:	Concession 10, East Part Lots 2 and 3
Municipality:	Township of Amaranth
Municipality File No.:	Z4-15
LPAT Case No.:	PL180646
LPAT File No.:	PL190601

PROCEEDING COMMENCED UNDER subsection 51(34) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended

Applicant and Appellant:	Sarah Properties Limited
Subject:	Proposed Plan of Subdivision - Failure of Township of Amaranth to make a decision
Purpose:	To permit 334 single unit residential units
Property Address/Description:	Concession 10, East Part Lots 2 and 3
Municipality:	Township of Amaranth
Municipality File No.:	S2-15
LPAT Case No.:	PL180646
LPAT File No.:	PL190602

Heard: September 25, 2020 by video hearing

APPEARANCES:

Parties

Counsel

Sarah Properties Limited	Patrick Harrington
Township of Amaranth	Jeffrey Wilker
Centurian Homes Limited	John Alati and Alex Lusty

MEMORANDUM OF ORAL DECISION DELIVERED BY HELEN JACKSON ON SEPTEMBER 25, 2020 AND ORDER OF THE TRIBUNAL

[1] This matter concerns the appeal by Sarah Properties Limited (“Sarah”/“Applicant”) from the Township of Amaranth’s (“Township”) refusal of an official plan amendment (“OPA”) application to permit a residential development on a property located north of County Road 109, east of the Amaranth-East Luther Townline and west of 10th Line (“Site”) that is proposed to be serviced by a communal waste water system. The first Case Management Conference (“CMC”) for this appeal was held April 3, 2019 (PL180646; Order issued June 20, 2019). The Site is approximately 35 hectares in size and is within the west portion of the Community of Waldemar.

[2] In conjunction with the OPA application, Sarah submitted applications for a zoning by-law amendment (PL190601) and draft plan of subdivision (PL190602) to

permit a new residential development with 334 lots/dwellings. The Applicant has since appealed from the Township's lack of decision on the draft plan of subdivision and zoning by-law amendment applications.

[3] This CMC was the second CMC for the OPA appeal and the first CMC for the appeals of the lack of decision on the draft plan of subdivision and zoning by-law amendment applications.

[4] The three appeals are being heard together for the purposes of this CMC. Whether the three appeals will continue to be heard together or whether the appeals are phased for the purposes of a hearing will be determined at a later date.

[5] Centurian Homes Limited ("Centurian") attended this CMC to request party status to the draft plan of subdivision and the zoning by-law amendment appeals. Centurian is a direct neighbour to the proposed development and is currently in the process of developing their lands. As described by counsel, Centurian is requesting party status for the sole purpose of ensuring a fair and proportionate cost sharing for water storage infrastructure and associated costs. The Applicant and the Township do not object to the request. The Tribunal was satisfied that Centurian has a legitimate interest in the matter and granted party status to the appeals of the zoning by-law amendment and draft plan of subdivision.

[6] Counsel for the Applicant indicated that the key issue with respect to the OPA is the proposed communal sewage treatment system which requires the Township agree to a Municipal Responsibility Agreement which the Township does not wish to enter into. The Applicant requested that the Tribunal set a further CMC to allow the Applicant time to pursue with the Township the possibility of other forms of servicing.

[7] Numerous participants to the OPA appeal attended this CMC. There were no requests for participant status to the appeals of the zoning by-law amendment or the draft plan of subdivision either in advance of or at this CMC. Counsel for the Township noted that because this was an appeal of a non-decision there may be requests for

participant status when the lot fabric is reviewed by the residents. The Tribunal advises that if there are those who wish to request participant status to the appeals of the zoning by-law amendment or draft plan of subdivision, they should make such a request in writing 10 days in advance of the next CMC, in accordance with the Tribunal's *Rules of Practice and Procedure*.

[8] The Tribunal considered the submissions of the Parties and scheduled a further CMC in this matter for Tuesday, January 26, 2021, at 10 a.m. The purpose of the CMC is for the parties to advise on their discussions regarding whether there may be other types of servicing that may be agreeable to the Township and warrant further investigation. If there is no possibility of resolution of this issue, the parties are directed to be prepared to address procedural matters for a contested hearing in the matter.

ORDER

[9] A CMC by video hearing is scheduled for **Tuesday, January 26, 2021, to commence at 10 a.m.**

[10] Parties and Participants are to participate with video and audio enabled. Join the event from a computer, tablet or smartphone **by using this link:**
<https://global.gotomeeting.com/join/798695949>. When prompted, **enter the code 798-695-949 to be** connected to the hearing by video.

[11] Observers are to participate with audio only enabled. Join the event via telephone conference **by calling: Toll Free 1 888 455 1389 or 1 (647) 497-9391**. When prompted, **enter the code 798-695-949** to be connected to the call.

[12] Individuals are directed to connect to the event on the assigned date at the correct time. It is the responsibility of the persons participating in the hearing by video to ensure that they are properly connected to the event at the correct time. Questions prior to the call may be directed to the Tribunal's Case Coordinator having carriage of this case.

[13] There will be no further notice, and I am not seized.

"Helen Jackson"

HELEN JACKSON
MEMBER

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please visit www.olt.gov.on.ca to view the attachment in PDF format.

Local Planning Appeal Tribunal

A constituent tribunal of Ontario Land Tribunals

Website: www.olt.gov.on.ca Telephone: 416-212-6349 Toll Free: 1-866-448-2248

Local Planning Appeal Tribunal
Tribunal d'appel de l'aménagement
local



ISSUE DATE: September 24, 2020

CASE NO(S):

PL160384

The Ontario Municipal Board (the "OMB") is continued under the name Local Planning Appeal Tribunal (the "Tribunal"), and any reference to the Ontario Municipal Board or Board in any publication of the Tribunal is deemed to be a reference to the Tribunal.

PROCEEDING COMMENCED UNDER subsection 22(7) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended

Applicant and Appellant:	Jim Brown and Sons Trucking Ltd.
Subject:	Request to amend the Official Plan - Failure of the Township of Amaranth to adopt the requested amendment
Existing Designation:	Agricultural, Extractive Industrial, Environmental Protection
Proposed Designated:	Extractive Industrial
Purpose:	To permit a 27-hectare gravel pit
Property Address/Description:	East Part of Lot 1 and 2, Concession 8
Municipality:	Township of Amaranth
Approval Authority File No.:	OPA1-09
OMB Case No.:	PL160384
OMB File No.:	PL160384
OMB Case Name:	Jim Brown and Sons Trucking Ltd. v. Amaranth (Township)

PROCEEDING COMMENCED UNDER subsection 34(11) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended

Applicant and Appellant:	Jim Brown and Sons Trucking Ltd.
Subject:	Application to amend Zoning By-law No. 2-2009 - Refusal or neglect of the Township of Amaranth to make a decision
Existing Zoning:	Agricultural "A", Environmental Protection "EP"
Proposed Zoning:	Extractive Industrial "MX"
Purpose:	To permit a 27-hectare gravel pit
Property Address/Description:	East Part of Lot 1 and 2, Concession 8
Municipality:	Township of Amaranth

Municipality File No.: Z4-09
 OMB Case No.: PL160384
 OMB File No.: PL160385

PROCEEDING COMMENCED UNDER subsection 11(5) of the *Aggregate Resources Act*, R.S.O. 1990, c. A.8, as amended

Referred by: Ministry of Natural Resources and Forestry
 Objector: James and Joanne Alexander
 Objector: Brent and Allison Hollenbeck
 Objector: David Moritz
 Objector: Ward Naudts; and others
 Applicant: Jim Brown & Sons Trucking Ltd. (662117 Ontario Inc.)
 Subject: Application for a Class A licence for the removal of aggregate
 Property Address/Description: Part Lot 2, East 1/2 Lot 1, Concession 8
 Municipality: Township of Amaranth
 OMB Case No.: PL160384
 OMB File No.: MM160063

Heard: September 17, 2020 by telephone conference call

APPEARANCES:

Parties

Counsel/Representative*

662117 Ontario Inc. (Jim Brown & Sons Trucking Ltd.) John Ewart

Township of Amaranth and County of Dufferin Jeffrey Wilker

Objectors

James Alexander Self-represented

David Moritz Self-represented

Allison Hollenbeck Brent Hollenbeck*

Ward Naudts Self-represented

**MEMORANDUM OF ORAL DECISION DELIVERED BY S. TOUSAW ON
SEPTEMBER 17, 2020 AND ORDER OF THE TRIBUNAL**

INTRODUCTION

[1] This Telephone Conference Call (“TCC”) was the third Pre-hearing Conference (“PHC”) held to organize a hearing on the merits of an appeal by Jim Brown & Sons Trucking Ltd. (“Applicant/Appellant”) who is seeking approval for a 27 hectare (“ha”) aggregate extraction pit on a 60.7 ha property at Part Lots 1 and 2, Concession 8, Amaranth Township (“property”).

[2] The proposal involves an Official Plan Amendment (“OPA”) and Zoning By-law Amendment (“ZBA”) under the *Planning Act* which were appealed by the Applicant for failure of the Township of Amaranth (“Township”) to make a decision within the statutory timeframe. The proposal also involves an application for an aggregate licence under the *Aggregate Resources Act*, which was referred to the Tribunal by the Ministry of Natural Resources and Forestry.

[3] The first PHC was held in person on May 31, 2017 and the resulting Decision contained a Procedural Order with a detailed Issues List prepared by the Parties. A second PHC was held by TCC on October 17, 2017 at which time the Parties advised that efforts were continuing to address and reduce the number of unresolved issues. Although a hearing had been scheduled for May 22, 2018, the hearing was cancelled at the request of the Parties. The present third PHC was held to allow the Parties to update the Tribunal on progress.

PROCEEDINGS

[4] In addition to the Applicant and Township, in attendance at this PHC were Objectors James Alexander and Allison Hollenbeck, the latter represented by her spouse, Brent Hollenbeck. David Moritz had confirmed by email prior to the PHC that he was unable to attend and continued to have traffic concerns. Ward Naudts was not

in attendance and is asked to advise the Township by October 2, 2020 whether he wishes to remain involved.

[5] Participant John Hunter did not attend the TCC. Under Bill 108, Participants are limited to written submissions only.

[6] The Applicant and Township advised that since the last PHC, they have reached a settlement and will be able to provide the Tribunal with a proposed OPA, ZBA and site plan for consideration of approval. These Parties had not furnished the Objectors with their final reports of experts and agreed to provide the Objectors with the relevant documentation by October 2, 2020.

[7] The Objectors confirmed that they had not been kept apprised of reports and terms of settlement and requested the opportunity to consider the need to retain their own experts by October 30, 2020. Although subject to further confirmation, Mr. Alexander intends to articulate his concerns himself, and Ms. Hollenbeck is considering retaining expert assistance.

[8] Mr. Alexander's primary concern is the quality and quantity of groundwater and Ms. Hollenbeck's concerns include the possible recycling facility, traffic safety and ecological impacts. As noted above, Mr. Moritz's concern is traffic safety, particularly at the intersection of 8th Line and County Road 109.

[9] All Parties, including the Objectors, agreed to the schedule as set out in the following Order.

ORDER

[10] The Township will provide the Objectors with the final expert reports on file and the proposed OPA, ZBA and site plan by **Friday, October 2, 2020** (including coverage of hydrogeology, traffic, ecology and planning).

[11] The Objectors will advise the Township by **Friday, October 30, 2020** whether they continue to have concerns to express at a hearing, and the contact information of any expert that they may have retained to represent their interests.

[12] As soon as practicable after October 30, 2020, the Applicant and Township will advise the Tribunal's Case Coordinator, Shane Taylor at email shane.taylor@ontario.ca whether the Objectors' concerns have been resolved and a settlement hearing may proceed (likely by TCC), or whether concerns remain outstanding and a contested hearing is required (likely by video hearing).

[13] This Tribunal Member is not seized but will remain available for case management purposes and may officiate at the next event if the calendar permits.

"S. Tousaw"

S. TOUSAW
MEMBER

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please visit www.olt.gov.on.ca to view the attachment in PDF format.

Local Planning Appeal Tribunal

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Notice of a Public Meeting Regarding Zoning Provisions for Accessory Dwelling Units in the Township of Melancthon

Council for the Township of Melancthon has initiated a work program to update its zone regulations with respect to accessory dwelling units. The update is intended to create regulations for accessory dwelling units and where such uses may be permitted in the Township.

Interested members of the public are welcome to attend a virtual public meeting with Council to learn more about this initiative. The meeting date is:

Public Meeting: Thursday, October 15th, 2020 – 7:00 p.m.

This amendment is proposing to create regulations to permit accessory dwelling units in the Township and therefore a key map has not been provided. A draft of the amendment is available for download from the Township's website, under the Planning Section.

NOTE: This will be a virtual meeting. If you wish to attend the virtual meeting, please call or email the Township office prior to the day of the public meeting so you can be provided with a link to the meeting. If you do not have the capability to attend a virtual meeting, please provide written comments and a phone number where you can be reached to the Township Clerk prior to the public meeting.

The purpose of the public meeting is to ensure that sufficient information is made available to enable the public to generally understand the proposed Zoning By-law Amendment. Any person who attends the public meeting shall be afforded an opportunity to make representations to Council in respect of the proposed amendment.

If you wish to be notified of the decision of the Council for the Corporation of the Township of Melancthon in respect to the proposed Zoning By-law Amendment, you must submit a written request (with forwarding addresses) to the Clerk of the Township of Melancthon at 157101 Highway 10, Melancthon, Ontario, L9V 2E6 fax (519) 925-1110

If a person or public body files an appeal of a decision of the Council for the Corporation of the Township of Melancthon, as the approval authority in respect of the proposed Zoning By-law Amendment, but does not make oral submissions at a public meeting or make written submissions to Council before the proposed amendment is approved or refused, the Ontario Municipal Board may dismiss all or part of the appeal.

Further information regarding the proposed amendment is available to the public for inspection at the Township of Melancthon Municipal Office on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m.

Mailing Date of this Notice: September 23, 2020.

A handwritten signature in black ink, appearing to read "Denise B. Holmes".

Denise Holmes, AMCT, CAO/Clerk
Township of Melancthon



REPORT TO COUNCIL 2020-24

TO: Mayor Currie and Members of Council

FROM: Ben Ryzebol, Director of Public Works

DATE: October 7, 2020

SUBJECT: Update

Recommendation

That Council accept the Director of Public Works report 2020-24 and provide any direction accordingly.

Update as of October 7, 2020

- Fall Road grading is in full swing, trying to get all roads done before freeze up and the heaviest travels roads done a second time as wear and potholes dictate.
- Working through the ditching jobs, another 4 to go.
- Culvert work has been completed for this year.
- Going over the plows, wings and harness parts doing repairs as needed, changing worn hydraulic hoses if needed and starting the first harnessing of a couple trucks and one grader.
- Work on the 20 Sideroad rehabilitation and paving job is on schedule and moving along well.

Respectfully Submitted,

Ben Ryzebol, Director of Public Works

Dufferin County
Permits Submitted to MPAC [Date of Submission]
From: 9/14/2020 To: 9/18/2020

Permit # Type Parcel #

Last Sent Date Issued Date Occupancy Revoked Final Inspection

Amaranth						
	PRAB202000114	Accessory Building	220800000223900	35 MILL ST, Amaranth, ON		
	Sep-16-20	Aug-25-20				
	PRSF202000331	New Single Family	220800000410640	295449 8TH LINE, Amaranth, ON		
	Sep-16-20	Aug-14-20				
	PRAB202000360	Accessory Building	220800000206900	373496 6TH LINE, Amaranth, ON		
	Sep-16-20	Aug-18-20				
	PRSF202000404	New Single Family	220800000322950	374367 6TH LINE, Amaranth, ON		
	Sep-16-20	Aug-05-20				
	PRPE202000476	Pool Enclosure	220800000314010	434507 4TH LINE, Amaranth, ON		
	Sep-16-20	Aug-04-20				
	PRNR202000487	New Non-	220800000410800	424067 25TH SIDE RD, Amaranth, ON		
	Sep-16-20	Aug-19-20				
	PRAD202000523	Addition	220800000205700	204297 COUNTY ROAD 109, Amaranth, ON		
	Sep-16-20	Aug-24-20				
	PRSP202000535	Septic	220800000421000	214314 10TH LINE, Amaranth, ON		
	Sep-16-20	Aug-18-20				24-Aug-20
	PRSP202000576	Septic	220800000221644	43 RUSSELL HILL RD, Amaranth, ON		
	Sep-16-20	Aug-27-20				

August 25, 2020

Local governments are displaying a growing interest in green infrastructure which collectively provides society with a broad array of products and services for healthy living. This interest is driven by factors including the need for resilient and cost-efficient infrastructure to meet constrained budgets and the anticipated impacts of climate change. Studies are providing increasing evidence that municipal natural assets can be more cost-effective over the long-term and more resilient than conventional infrastructure. Natural assets include forests, rivers, wetlands, and green spaces. They can provide services such as water filtration, stormwater management, climate regulation, and recreational opportunities, many of which are, in a local government context, core municipal services. However, natural assets have not typically been categorized or valued as municipal assets, and there has been little guidance as to how they should be incorporated into the asset management process.

With the introduction of O. Reg. 588/17, Asset Management Planning for Municipal Infrastructure, municipalities are required to inventory, value, and integrate green infrastructure, including natural infrastructure and by extension natural assets, into their asset management planning wherever these assets are directly owned by the municipality or included on the municipality's consolidated financial statements. O. Reg. 588/17 requires all municipalities in Ontario to prepare an asset management plan for core infrastructure assets by July 1, 2021, and in respect of all other municipal infrastructure assets by July 1, 2023.

The Municipal Natural Assets Initiative (MNAI) has developed a methodology and supporting tools to help local governments inventory, value, and manage natural assets within asset management systems, and provides corresponding support and advice. MNAI currently has an open call to municipalities for expressions of interest in developing a natural asset inventory this fall. An inventory will provide a list of natural assets, a fuller understanding of what services those natural assets provide and the condition those assets are in, including a risk assessment. A natural asset inventory is the first step in completing a full natural asset management plan required by O. Reg 588/17.

The funding offered through MNAI will cover 80-90% of the costs to develop an inventory, and the lead applicant will be expected to contribute \$2,500 (or approximately 10-15%) of inventory project costs, plus staff support in providing local data. The County will cover the financial project costs.

For more information, visit <https://mnai.ca/scaling-up-natural-asset-inventories-across-canada/>

In addition to the Provincial policy requirement, the development of a natural asset inventory supports the creation of a natural heritage system strategy (NHSS) as part of the MCR process. A NHSS is needed for the County to acknowledge and integrate the natural areas and establish complementary land use planning implementation guidance for the long-term sustainability of its natural heritage system and communities. The NHS for Dufferin County will be based on the Regional NHS for the Growth Plan for the Greater Golden Horseshoe (MNR 2018), and on mapping of key natural heritage resources in the County provided by local municipalities. This will provide direction on implementation for the long-term sustainability of a County-wide Natural Heritage System.

Staff understand that collaborative applications will be favoured. We are asking for your support on this initiative by filling out the attached application, which outlines how the natural asset inventory aligns with your municipality's local context. Your municipality will be expected to provide local data to support the project and attend any required project meetings.

Staff understand there is limited funds available to be dispersed on a first come basis, so we are asking the application be completed and returned by **Thursday September 4, 2020.**

If you require support in filling out the application, please contact:

Sara Wicks, Climate Change Coordinator, swicks@dufferincounty.ca **OR**
Jenny Li, Planning Coordinator, jli@dufferincounty.ca

Regards,

Darrell Keenie

Director of Planning, Economic Development & Culture

From: [Jessica Kennedy](#)
To: [Mark Early](#); [Fred Simpson](#); [Nicole Martin](#); [Chipperfield, Tamara](#)
Subject: CVC Appointment
Date: Wednesday, September 23, 2020 10:26:38 AM

Good Morning All,

At the Special Electronic meeting of Council held on September 22, 2020 the following resolution was passed:

Moved by Pinkney, Seconded by Banfield

Be it resolved that Council of the Township of East Garafraxa recommends that Deputy Mayor Stirk be appointed as the Credit Valley Conservation Authority representative for the municipalities of East Garafraxa, Amaranth and Mono for the remainder of the current term of Council. **Carried.**

Sincerely,
Jessica Kennedy
Deputy Clerk

Township of East Garafraxa
065371 Dufferin County Road 3, Unit 2 | East Garafraxa | ON | L9W 7J8
Tel: 226-259-9400 | Toll Free: 877-868-5967 | Fax: 1-226-212-9812 |
jkennedy@eastgarafraxa.ca

The Township of East Garafraxa's new administration office is now open to the public, though we recommend that appointments be pre-scheduled in advance as much as possible to avoid delays in service.

Public hours are Monday to Friday, 9 AM to 4 PM. Face coverings are mandatory while attending the Township office as per section 22 of Wellington Dufferin Guelph Public Health's class order and physical distancing measures have been put in place.

Patrons will be asked to wear a face covering, sanitize their hands and fill out a self-assessment questionnaire, confirming you are not currently experiencing any COVID-19 symptoms. The Township will be continuing to provide online/remote services which are the preferred method of "meeting" during this time.

Please note we are on the east side of the facility. The Township no longer shares an entrance with Community Living Dufferin.

We thank you for your patience and understanding during these unprecedented times.

DISCLAIMER: This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this email in error please notify the sender. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the Township of East Garafraxa. Finally, the recipient should check this email and any attachments for the presence of viruses. The Township of East Garafraxa accepts no liability for any damage caused by any virus transmitted by this email.

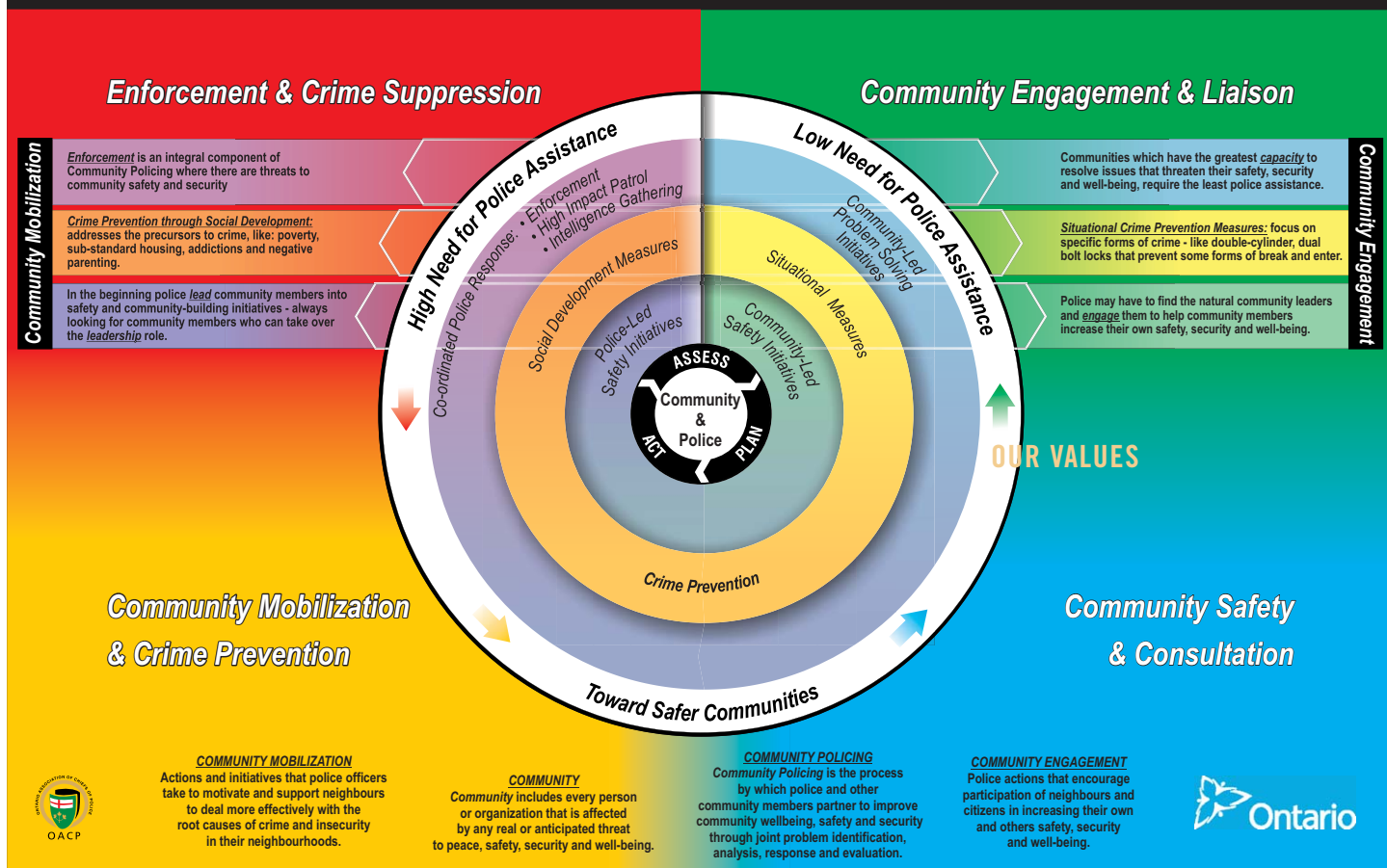


2019

PROGRESS REPORT

Dufferin
DETACHMENT

Ontario's Mobilization & Engagement Model of Community Policing



OUR VISION

Safe Communities... A Secure Ontario

OUR MISSION

To serve our province by protecting its citizens, upholding the law and preserving public safety.

OUR VALUES

Serving with pride, professionalism & honour
Interacting with respect, compassion & fairness
Leading with integrity, honesty & courage



DUFFERIN Detachment
2019 Progress Report
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Message from the Detachment Commander

I am pleased to provide the Dufferin Detachment Progress Report for year three of the 2017 – 2019 Action Plan. At the implementation of our 2017-2019 Action Plan I outlined our focus for the three years. This report highlights some of our achievements for 2019.



‘Combatting property crime by data analysis to maximize efficiencies in proactive resource deployment’

2019 results - Dufferin Detachment has realized a 12 % overall reduction in property crime compared to 2018 statistics. The implementation of a Community Street Crime Unit and partnership with neighbouring detachments has resulted in successful investigations and in some instances, the recovery and return of stolen property to the owners. In 2019, there was a substantial increase in the number of fraud related occurrences, of which the majority were cybercrime related.

‘Reducing aggressive driving by partnering with municipalities and developing local focused patrol strategies’

2019 results – Overall traffic enforcement hours Dufferin County decreased slightly in 2019 (about 5%) while the number of Criminal Code investigations increased from 274 in 2017, to 354 in 2018, and ending at 439 in 2019 (38%). In 2019, the detachment continued to conduct focused enforcement efforts in known collision areas, and as a result there was a reduction of both personal injury (10%) and property damage collisions in 2019 (11%). Notably the number of animal related collisions has been reduced by 22% over 2018. Sadly there was a slight increase in the number of fatal motor vehicle collisions in which six people were killed. There has been one fatal collision involving an off road motor vehicle.

‘Increasing police visibility to deter crime and traffic incidents’

2019 results – Remaining committed to utilizing data analysis we have been able to identify trends in break and enter and mischief occurrences, as well as high probability traffic incident locations. Working with purpose, officers continue to be assigned to patrols and enforcement activities increasing police presence and visibility in the right place at the right time.

‘Cultivating community and agency partnerships to ensure a holistic approach to identified challenges’.

2019 results – Dufferin OPP have partnered with all municipalities and the County of Dufferin to respond to the specific challenges in each particular area. Directed enforcement and subsequent analysis will determine if further steps are required moving forward to address issues.

Dufferin Detachment remains committed to a traffic safety approach that will change driver behaviours responsible for injuries and deaths on roadways, waterways and trails. We continue to utilize data analysis and partner with our municipalities to reduce aggressive driving and prevent collisions. By implementing new strategies, tools and initiatives, we will direct our efforts at reducing commercial motor vehicle related incidents, while ensuring commercial motor vehicle operators adhere to the regulations of the Highway Traffic Act in relation to equipment, loads and rules of the road.

We are excited to be a part of the newly created Health Network in Dufferin and Peel, including a pilot program to expand the mental health crisis response services in Dufferin County. We look forward to supporting this project and are confident that an expanded crisis response program will be implemented as a part of the 2020 – 2022 Action Plan.

Nicol Randall
Detachment Commander, Staff Sergeant
Dufferin Detachment

Our Detachment

The Dufferin Detachment provides policing services to six municipalities being: The Town of Mono, the Town of Grand Valley, and the four Townships of Amaranth, East Garafraxa, Melancthon and Mulmur. The total population of Dufferin County is 22,875 covering a land area of 1,464 square kilometres. Dufferin's area is primarily rural-residential and agricultural, but does include several villages, hamlets and estate sub-divisions. The local commercial industrial base includes various light industries. Agriculture is a strong part of the economy, including beef and dairy cattle, cash crops (e.g. potatoes) and mixed grains. Recreational activities such as skiing, fishing, hiking and equestrian activities also contribute to the local economy.

The Dufferin Detachment area population had an overall increase of 6.67% from 2011 to 2016. This change in population varied among municipalities, with the Town of Mono experiencing a growth of 14.8% and East Garafraxa Township experiencing a population decrease of 0.6%. Areas to the north and south of Dufferin also saw large significant growth during this period.

Dufferin is situated between recreational areas to the north and the Greater Toronto Area to the south. As the population of surrounding areas has increased, so too has the traffic volume on Dufferin area roads. There has also been a recent increase in motorcycles using Dufferin County roads as popular touring routes. This has resulted in increased traffic and noise levels within the County.

In recent years, the Dufferin Detachment area has also seen an increase in extreme weather. Gusting snow in winter climate has caused road closures for days and resulted in many motorists being stranded in Dufferin County. Tornadoes have also resulted in property damage and the closure of roads within the County. Local emergency services have worked together to ensure the safety of our citizens.

Traffic flows within Dufferin will continue to be impacted by construction projects and special events. The area has a number of residential construction projects set to occur throughout 2019. These factors, combined with the annual rodeo, festivals, running and cycling events may also impact traffic within the detachment area.

Overview

OPP Facilities

Table 1.1

Facility	Count
Detachment	1

Hours (Field Personnel)

Table 1.2

	2017	2018	2019
ADMIN	11,147.25	10,115.25	9,415.50
COURT	2,632.50	2,410.00	2,521.00
CRIME	10,352.00	11,006.25	9,987.00
STATUTES	1,774.75	1,685.00	1,837.25
MUNICIPAL BY-LAWS	58.75	59.50	122.25
OPERATIONAL/SPECIALTY UNIT SUPPORT	6,613.25	10,060.25	6,875.75
PATROL	7,892.75	6,319.00	6,516.00
TRAFFIC	7,511.00	8,514.00	8,070.00
TRAINING	3,939.75	3,403.75	2,844.00
Total	51,922.00	53,573.00	48,188.75

Criminal Code & Provincial Statute Charges Laid

Table 1.3

Offences	2017	2018	2019
Highway Traffic Act	4,665	4,906	4,151
Criminal Code Traffic	95	144	105
Criminal Code Non-Traffic	274	354	439
Liquor Licence Act	72	59	40
Other	611	582	459

Crime Data

Violent Crimes

Table 2.1

Offences	2017	2018	2019	Clearance Rate
01 - Homicide	0	0	1	100.00%
02 - Other Offences Causing Death	0	1	0	
03 - Attempted Murder	0	0	0	
04 - Sexual Offences	9	14	16	50.00%
05 - Assaults	51	56	45	84.44%
06 - Abduction	2	0	0	
07 - Robbery	1	1	2	100.00%
08 - Other Crimes Against a Person	13	16	22	59.09%
09 - Total	76	88	86	72.09%

Property Crimes

Table 2.2

Offences	2017	2018	2019	Clearance Rate
01 - Arson	2	3	1	0.00%
02 - Break and Enter	72	77	64	14.06%
03 - Theft Over \$5,000	27	43	29	17.24%
04 - Theft Under \$5,000	123	98	83	12.05%
05 - Have Stolen Goods	2	5	3	100.00%
06 - Fraud	37	43	61	9.84%
07 - Mischief	63	60	47	19.15%
08 - Total	326	329	288	14.58%

Other Criminal Code

Table 2.3

Offences	2017	2018	2019	Clearance Rate
01 - Offensive Weapons	3	2	5	20.00%
02 - Other Criminal Code (excluding traffic)	42	39	68	76.47%
03 - Total	45	41	73	72.60%

Drugs

Table 2.4

Offences	2017	2018	2019	Clearance Rate
01 - Possession	30	11	4	75.00%
02 - Trafficking	6	2	4	100.00%
03 - Importation & Production	0	1	0	
04 - Possession of Cannabis	0	0	0	
05 - Distribution of Cannabis	0	0	0	
06 - Sale of Cannabis	0	0	0	
07 - Importation / Exportation of Cannabis	0	0	0	
08 - Cultivate, Propagate or Harvest Cannabis	0	0	0	
09 - Possess, produce, sell, distribute or import anything for use in production or distribution of illicit Cannabis	0	0	0	
10 - Use of young person in the commission of a cannabis offence	0	0	0	
11 - Other Cannabis Act	0	0	0	
12 - Total	36	14	8	87.50%

Federal Statutes

Table 2.5

Offences	2017	2018	2019	Clearance Rate
01-Other Federal Statutes	2	1	0	

2019 Crime Progress Results

Provincial Targeted Outcome: 2% reduction in overall violent crime by 2019

Provincial Targeted Outcome: 2% reduction in overall property crime by 2019

Violent Crime Progress Results

Violent Crime – Domestic Violence

- Domestic violence accounts for a portion of violent crime incidents in the Dufferin Detachment area.
- Violent crime continues to be a priority for the Dufferin Detachment.
- Significant resources will be committed to the prevention and investigation of violent crime occurrences.

* Since 2018, with the reinvestment of the Detachment Domestic Violence Coordinator position, shift sergeants/supervisors provide timely oversight of all domestic violence related occurrences.

Activity	Progress Status	Progress Details
Dufferin Detachment will continue to participate in meetings with the Domestic and Sexual Assault Review Team, the High Risk Reduction Team and the Local Criminal Justice Coordinating Committee. <ul style="list-style-type: none"> • These meetings will review community responses to domestic violence through prevention, education and investigation. 	Relevant Activity Underway	In 2019, various Dufferin OPP members attended meetings with our justice partners. Any action taken was in conjunction with the local Crown Attorney with the intention of reducing further risk and harm within the community.
Dufferin Detachment will engage community partners in response to domestic violence, including: <ul style="list-style-type: none"> • Dufferin Child and Family Services • Family Transition Place • Probation and Parole • The Crown Attorney's Office • Caledon Dufferin Victim Assistance Program • Headwaters Health Care Centre • The Upper Grand District School Board • The Canadian Mental Health Association • Hills of the Headwaters Safe Communities • Crime Stoppers • Local police services and surrounding OPP detachments 	Relevant Activity Underway	The Dufferin Detachment Sergeants monitored domestic violence occurrences to ensure all required investigative steps are completed. Officers engaged appropriate community partners as required in the context of ongoing investigations. In addition, an electronic referral process and monitoring tool were implemented to ensure timely engagement with victim's services and provided the Detachment Commander with a quick view of the progress of domestic violence investigations.
Detachment members will ensure the Dufferin Child and Family Services and Victim Witness Assistance programs are notified of domestic violence investigations where required.	Relevant Activity Underway	The Dufferin Detachment provided accurate and timely notifications to Dufferin Child and Family Services and the Victim Witness Assistance Program utilizing new plug in tools in the OPP reporting systems.

Activity	Progress Status	Progress Details
The CSO will deliver local presentations on personal safety and violent crime prevention strategies.	Relevant Activity Underway	The Community Safety Officer attended several community town hall meetings, school meetings and events throughout the year promoting personal safety and violent crime prevention strategies. This information was available to members of the public on request. The Community Safety Officer interacted with youth during delivery of the OPP KIDS program. The OPP KIDS program was tailored upon request to address specific issues and included modules on bullying and internet safety.
Detachment members will ensure victims of domestic violence shall have access to safety planning.	Relevant Activity Underway	Detachment members provided safety planning to victims of domestic violence.
New officers will be trained the Domestic Violence Risk Assessment Management (DVRM) report.	Relevant Activity Underway	All new officers received domestic violence training and while at detachment were trained in the use of the DVRM.
New frontline officers will complete the Domestic Violence Investigator training.	Relevant Activity Underway	All new officers, recruits and experienced officers, received Domestic Violence Investigator training. Sergeants ensured compliance with training.
Ensure compliance with OPP Policy and Ministry guidelines.	Relevant Activity Underway	Sergeants reviewed each domestic violence occurrence to ensure compliance with OPP Policy and Ministry guidelines. The Regional Abuse Issues Coordinator conducted routine audits, reinforcing and validating officer actions. In addition, an electronic referral process and monitoring tool have been implemented to ensure timely engagement with victims' services and provided the Detachment Commander with a quick view of the progress and compliance of domestic violence investigations.
Ensure a trained Domestic Violence Investigator has oversight on occurrences.	Relevant Activity Underway	All Sergeants are trained and provide oversight on domestic violence occurrences. The Regional Abuse Issues Coordinator conducted routine audits, reinforcing and validating officer actions.
Continue to engage the Crime Abatement program for repeat offenders.	Relevant Activity Underway	The Crime Abatement program was managed by the Community Street Crime Officer who monitors high risk offenders enrolled in the program. Random compliance checks were conducted to ensure high risk offenders were abiding by court ordered bail and sentencing conditions.

Property Crime Progress Results

Property Crime – Break and Enter, Theft, Fraud and Mischief

- Break and Enter, Mischief, Theft Under \$5,000 and Frauds account for the majority of property crimes in the Dufferin Detachment Area.
- Break and Enter and theft crimes tend to be serial in nature.
- Dufferin Detachment area municipalities have identified property crime as a policing priority.

Activity	Progress Status	Progress Details
Partner with Police Service Boards and Community Policing Committees to organize information sessions on local property crime trends.	Success Demonstrated	The Community Safety Officer organized and attended information sessions in various communities throughout the County to provide information on property crime trends and reduction strategies. In 2019, due to increased surveillance and diligence of our community members reporting suspicious persons of offences, officers identified, arrested and charged offenders for break and enter occurrences across the County.
Engage local community groups to deliver prevention strategies.	Challenges Identified	With the exception of fraud related occurrences, property crimes decreased in 2019 by approximately 20%. Theft occurrences were most common offence, however fraud occurrences have increased by approximately 41.8%. Most fraud related occurrences involved online purchases or cyber scams. Dufferin Detachment continued to work with each municipality to find new and effective ways to interact with the community to delivered prevention strategies, helping the community to protect themselves from victimization.
Work with community partners where property crimes occur.	Challenges Identified	In 2019, Dufferin OPP attended community meetings and provided information regarding the OPP Cyber Crime Unit. Contact information and resources were made available to each community to post on their web page. Dufferin Detachment members provided support to those victimized and worked diligently to reach those in the community were vulnerable to common cyber scams. Dufferin Detachment promoted the use of the SafeGuard program conducted by OPP Auxiliary Officers and Community Safety Officers to provide strategies aimed at preventing further incidents. The Dufferin Community Safety Officer worked with the local media to provide information, and Dufferin Detachment members engaged victim's services when appropriate.
The CSO will liaise with and support local Neighbourhood Watch programs.	Relevant Activity Underway	The detachment Community Safety Officer is active in support of local Neighbourhood Watch Programs and attended meetings as required. The Community Safety Officer is a member of local community policing

Activity	Progress Status	Progress Details
		committees and provided both resources and presentations to various community organizations.
Ensure victims are referred to the Caledon Dufferin Victim Assistance Program.	Relevant Activity Underway	Dufferin Detachment engaged with Caledon Dufferin Victim Assistance program to provide assistance to victims of property crime. Further enhancements to Niche RMS in 2019 have improved the notification process increasing referrals.
The CSO will present property crime prevention strategies at local events and Town Hall meetings.	Relevant Activity Underway	In 2019, the Dufferin Detachment Community Safety Officer promoted property crime prevention strategies at several community events such as fall fairs, the Orangeville Home & Garden Show and rodeos.
The CSO will continue to provide local media outlets with press releases pertaining to local property crime and property crime prevention.	Relevant Activity Underway	Dufferin Detachment utilized the OPP news portal for all media releases and local media outlets were engaged in one on one interviews and discussions. The Dufferin Detachment Community Safety Officer had an active presence in the local media and on social media providing press releases and information pertaining to property crime and property crime and prevention.
Regional and Detachment analysts will assist in the development of focused patrol initiatives for areas frequently targeted or impacted by property crime.	Relevant Activity Underway	A Regional Operational Analyst provided reports weekly to the detachment to identify property crime trends, patterns and create linkages between incidents. These reports provided suggested enforcement activities in order to reduce and prevent criminal activity from occurring. In 2019, Dufferin OPP experienced successes with the analyst program in helping to focus police efforts in areas identified as having higher than average rates of property crime. Incidents of localized property crime were reduced significantly in some cases.
Detachment members will ensure thorough investigations are completed for each property crime occurrence.	Relevant Activity Underway	Members ensured investigations are completed, exhausting all investigative leads and ensuring the collection of any physical evidence. Sergeants monitored all occurrences to ensure required investigative and subsequent follow up activities were completed. The Community Street Crime Officer, reviewed all property crime, checking for completeness and adherence to best practices.
The Community Street Crime Unit will support property crime investigations as needed.	Relevant Activity Underway	The Community Street Crime Unit provided ongoing support to frontline officers investigating property crime occurrences, offering investigative direction and assistance as required. The Community Street Crime Unit regularly worked and shared information with investigators from jurisdictions surrounding the County and its members were instrumental in solving and preventing a number of property crimes in 2019.

Activity	Progress Status	Progress Details
The Detachment's Crime Abatement Strategy will monitor compliance of court-ordered conditions on suspects or criminal recidivists.	Relevant Activity Underway	The Crime Abatement program is managed by the Community Street Crime officer who monitored high risk offenders enrolled in the program. Random compliance checks were conducted to ensure high risk offenders were abiding by court ordered bail and sentencing conditions.
Detachment members will liaise with local stakeholders to identify common property crime trends and to successfully target suspects via enhanced information-sharing.	Relevant Activity Underway	Dufferin Detachment sought new and innovative ways to interact with the community to identify common property crime trends and to successfully target suspects.

Illicit Drug Crime Progress Results

Illicit Drugs (including Opioids)

- In 2019, drug possession occurrences dropped from 11 in 2018 to 4 in 2019, a 64% decrease.
- Fentanyl (opioid) deaths have increased across the country. Dufferin Detachment Officers receive training in crisis intervention and personal safety, as well as first aid related to Fentanyl use.

Activity	Progress Status	Progress Details
<p>The Community Services Officer (CSO) will:</p> <ul style="list-style-type: none"> • Engage with local elementary schools and provide drug prevention messages to the students. • Continue to participate in the prescription Drug Drop Off program in collaboration with local pharmacies, external police services, and the OPP Drug Enforcement Unit. • Provide media releases relating to the Drug Drop Off program and the need to properly dispose of prescription drugs that are no longer required. • Request the community's assistance where suspicious activity occurs in illegal marihuana grow operations. • Continue to present the OPP KIDS PROGRAM (Knowledge Issues Decisions Support) in local elementary schools. This program highlights the dangers of illegal drug use. • Distribute media releases on noteworthy drug incidents in the detachment area. • Continue public education activities in partnership with Municipal Police Service Boards. 	Relevant Activity Underway	The Community Safety Officer provided drug abuse awareness information to Dufferin area elementary schools, local community groups and police service boards. Literature was passed along to all local municipalities to share on their web sites. Officers continue to carry Naloxone kits on a daily basis.
<p>Detachment members will ensure:</p> <ul style="list-style-type: none"> • Comprehensive investigations are completed for each drug related crime. • Drug crime trends are identified. • The Community Services Officer prepares the appropriate media release and determine the need for further community engagement. • The Community Street Crime Unit be briefed on all detachment drug investigations. 	Relevant Activity Underway	Comprehensive investigations were completed in each drug related crime. Drug trends were monitored within the County and all drug occurrences were reviewed by the Community Street Officer. The Community Street Crime Unit collaborated with other regional teams to ensure tracking of illicit activity across multiple jurisdictions and executed in search warrants resulting in arrests and charges. Where applicable, the Community Safety Officer created media releases.

Activity	Progress Status	Progress Details
Crime Abatement Strategy will monitor and check for compliance of court enforced conditions on suspects and criminal recidivists	Relevant Activity Underway	The Crime Abatement program was managed by the Community Street Crime Officer who monitored high risk offenders enrolled in the program. Random compliance checks were conducted to ensure high risk offenders were abiding by court ordered bail and sentencing conditions.

Cyber Crime Progress Results

Reducing victimization from cyber and/or technology-enabled crime through engagement and education

- Increased incidents of bullying and cybercrime crime related offences have increased with the exponential use of cell phones.

Activity	Progress Status	Progress Details
<p>The Community Services Officer will:</p> <ul style="list-style-type: none"> Work with local seniors groups and other vulnerable persons to assist in providing crime prevention strategies. Engage with local elementary schools to provide crime prevention messages to the students. Partner with the OPP Crime Prevention Section, the OPP Anti-Rackets Section, the OPP Cyber Strategy Implementation Team, the OPP Behavioural, Forensic and Electronic Services Unit and the Canadian Anti-Fraud Centre to acquire current crime prevention information for local presentations. 	Relevant Activity Underway	<p>The number of reported fraud occurrences in the County has increased by 41.8% in 2019. The Community Safety Officer worked with the various OPP resources to acquire current crime prevention information for local presentations. The Cyber Crime Unit presented at local police services board and Town Hall meetings within the Community. Community education campaigns are ongoing. The Community Safety Officer attended additional training in relation to cyber-crime and delivered the OPP KIDS modules related to internet safety and cyber bullying.</p>
<p>Detachment members will work with the local Police Service Boards and Community Policing Committees to organize local crime prevention information presentations on the topic of cyber-crime</p>	Relevant Activity Underway	<p>The Community Safety Officer, OPP Cyber Crime Unit and the Detachment Commander attended local community events, made presentations and offered information regarding cybercrime, fraud and internet safety. Information was passed onto Police Services Boards who in turn provided the information on their community municipal web pages.</p>
<p>Detachment members will:</p> <ul style="list-style-type: none"> Complete comprehensive investigations for each cybercrime incident ensuring they refer to the OPP Cybercrime Strategy in so doing. 	Relevant Activity Underway	<p>The detachment members completed cybercrime investigations with the assistance of the detachment Crime Unit and other regional and provincial supports. As the community become more aware they were better able to avoid being victimized and in some cases have been able to capture and provide critical evidence to successfully investigate and charge offenders.</p>
<p>Detachment members will:</p> <ul style="list-style-type: none"> Ensure to liaise with support units in the Behavioural, Forensic and Electronic Services Unit and Anti-Rackets Section as required. 	Relevant Activity Underway	<p>Detachment members completed comprehensive cybercrime investigations with the assistance of local crime unit members, regional and provincial OPP investigative units who possessed specialized training and expertise in this area. Members of the Cyber</p>

Activity	Progress Status	Progress Details
		Crime Unit engaged and supported detachment members in their investigations.
<p>Detachment members will:</p> <ul style="list-style-type: none"> Identify cybercrime trends in the Dufferin detachment area and provide media releases. 	Relevant Activity Underway	Media releases were posted on the OPP news portal frequently identifying local fraud trends and highlighting steps that individuals and businesses could take to avoid being victimized. The Community Safety Officer delivered fraud awareness messaging through 'on-air' interviews with local media outlets and on social media.
The Crime Abatement Strategy will monitor and check for compliance of court enforced conditions on suspects and/or criminal recidivists	Relevant Activity Underway	The Crime Abatement program was managed by the Community Street Crime Officer who monitored high risk offenders enrolled in the program. Random compliance checks were conducted to ensure high risk offenders were abiding by court ordered bail and sentencing conditions.

Traffic Data

The OPP is focused on the “Big Four” factors in deaths and injuries: lack of occupant restraint, aggressive driving including speeding, impaired and distracted driving

Motor Vehicle Collisions (MVC) by Type

Table 3.1

(Includes roadway, off-road and motorized snow vehicle collisions)

Offences	2017	2018	2019
Fatal Motor Vehicle Collisions	5	4	7
Personal Injury Collisions	154	150	134
Property Damage Collisions	521	598	527
Total	680	752	668
Alcohol-related Collisions	27	28	29
Animal-related Collisions	175	193	150
Speed-related Collisions	144	143	134
Inattentive-related Collisions	121	84	89
Persons Killed	5	5	7
Persons Injured	239	213	223

Primary Causal Factors in Fatal MVCs on Roadways

Table 3.2

Offences	2017	2018	2019
Fatal Motor Vehicle Collisions where Primary Cause is Speed	1	0	1
Fatal Motor Vehicle Collisions where Primary Cause is Alcohol	0	1	0
Persons Killed where lack of seatbelt use is a Factor	1	0	1
Fatal Motor Vehicle Collisions where Primary Cause is Inattentive	2	1	0
Fatal Motor Vehicle Collisions where Animal is the Primary Cause	0	0	0

Fatalities in Detachment area

Table 3.3

	Category	2017	2018	2019
Roadway	Fatal Incidents	5	4	6
	Persons Killed	5	5	6
	Alcohol-related Incidents	0	1	0
Marine	Fatal Incidents	0	0	0
	Persons Killed	0	0	0
	Alcohol-related Incidents	0	0	0
Off-Road Vehicle	Fatal Incidents	0	0	1
	Persons Killed	0	0	1
	Alcohol-related Incidents	0	0	0
Motorized Snow Vehicle	Fatal Incidents	0	0	0
	Persons Killed	0	0	0
	Alcohol-related Incidents	0	0	0

2019 Traffic Progress Results

Provincial Targeted Outcome: 2% reduction in total motor vehicle collisions by 2019

The Big Four causal factors of fatal, personal injury and property damage collisions on roadways, waterways and trails: impaired (alcohol/drug), speeding/ aggressive and inattentive/distracted driving and lack of occupant restraint and safety equipment

- The Dufferin Detachment area frequently experiences extreme weather conditions.
- Main roadways in the area are significantly impacted by high volumes of traffic, often related to work or pleasure travel.
- The Big Four causal factors are policing priorities for the Dufferin area.
- Primary causal factors for collisions in Dufferin: animals; speed; inattentive driving; loss of control.
- Commercial motor vehicles are increasingly becoming more involved in major collisions.
- The Dufferin Detachment area municipalities have identified traffic safety as a policing priority within its community.

Activity	Progress Status	Progress Details
Detachment members will: <ul style="list-style-type: none"> • Engage local community groups and offer traffic safety presentations on awareness of local animal populations and collision avoidance practices. 	Relevant Activity Underway	The Community Safety Officer provides awareness messaging to the public through local media outlets and through social media regarding collision avoidance with wild animals. The County of Dufferin maintains the electronic community message board that is located at the entry way to a known deer wintering location. This message board displays reminders of the presence of deer and urges caution. There has been a 21% reduction in the number of animal related collisions in 2019.
Detachment members will: <ul style="list-style-type: none"> • Partner with community stakeholders when dealing with traffic safety issues (i.e. Ministry of Transportation and Dufferin County Roads) 	Relevant Activity Underway	Dufferin Detachment members have partnered with the Central Region Highway Safety Division members to utilize the equipment purchased in 2018 for the enforcement of commercial motor vehicle regulations. More members have been trained to use the equipment without the supervision of HSD members, enabling more opportunities for enforcement. Dufferin Detachment has partnered with Ministry of Transportation and regional OPP Commercial Motor Vehicle (CMV) inspectors to conduct coordinated enforcement activity focused on removing unsafe vehicles from Dufferin County roads.
The Community Services Officer will: <ul style="list-style-type: none"> • Provide regular media releases regarding The Big Four, annual traffic initiatives, noteworthy collisions, and results of enforcement action throughout the year. 	Relevant Activity Underway	In 2019, there were seven fatal motor vehicle collisions in Dufferin County which claimed the lives of seven people. One of the seven was an off road motor vehicle collision that claimed one person. Three of the fatal collisions were directly attributed to one of the Big Four causal factors of fatal collisions: speed, alcohol, lack of seatbelt use, and inattentive/distracted driving.

Activity	Progress Status	Progress Details
<p>The Community Services Officer will:</p> <ul style="list-style-type: none"> Engage with local police services to assist in providing education on aggressive driving, distracted driving, impaired driving and seatbelt use to students in local high schools. 	Relevant Activity Underway	The Community Safety Officer engages with local Community Officers from Municipal Services and neighbouring detachments to maintain ongoing education and information to novice drivers in the community.
<p>The Community Services Officer will:</p> <ul style="list-style-type: none"> Provide public education regarding proper child car seat installations. 	Relevant Activity Underway	The Community Safety Officer has assisted local community members to ensure they are installing their child safety restraints properly and according to manufacturer's instructions. In 2019, the Dufferin Detachment Auxiliary Police Unit was formed. As the unit continues to expand these duties will be shared between the Auxiliary and the Community Safety Officer.
Dufferin officers will participate in local and Regional commercial motor vehicle initiatives.	Relevant Activity Underway	Throughout 2019 Dufferin officers have participated in local and regional commercial motor vehicle enforcement initiatives with OPP, MTO, and other local municipal enforcement partners. This is an ongoing activity with initiatives also planned throughout 2020.
Victims of collisions will be provided with contact information for the Caledon Dufferin Victim Assistance Program.	Relevant Activity Underway	Detachment members work with victim service programs to assist collision victims. In 2019, the expansion of the electronic notification system and occurrence reviews have led to an increase in engagement.
Frontline members will maintain a focus on Highway Traffic Act and Criminal Code infractions while enforcing the Big Four driving behaviours.	Success Demonstrated	The total number of charges laid by officers in 2019 for Big Four Highway Traffic Act and Criminal Code infractions was slightly lower than 2018. Sadly seven people lost their lives to collisions in the County in 2019, as fatal motor vehicle collisions increased by three for a total of seven fatal collisions (one such collision was an off road motor vehicle collision). 2019 saw a dramatic increase in the number of drivers apprehended for excessive speed violations with 158 offenders stopped and had their licences suspended. Frontline members will maintain a focus on traffic enforcement daily.
Detachment members will utilize traffic analysis to develop strategic enforcement initiatives. Collision data will be used to implement focused patrol strategies in areas prone to high collisions.	Success Demonstrated	Dufferin officers continue to utilize traffic data analysis reports to identify local traffic issues and high collision areas. These reports are then used to develop enforcement plans and strategies which focus the deployment of police resources in the most efficient and effective manner. The total number of motor vehicle collisions decreased by 11% when compared to 2018, with the number of personal injury collisions decreasing by 10% and property damage collisions decreasing by 11%.

Activity	Progress Status	Progress Details
RIDE checks will be performed on a continual basis.	Relevant Activity Underway	RIDE enforcement activities focus on removing drivers impaired by drugs or alcohol from the road and they are a key activity in increasing road safety and reducing road fatalities. In 2019, the detachment increased the number of RIDE initiatives conducted over 2018 levels. The number of alcohol related collisions has remained consistent over the past three years. The total number of impaired drivers removed from the roads in 2019 was 86, slightly less than in 2018. The goal for 2020 is to increase the number of RIDE initiatives, continue to raise awareness to impairment by drugs and ensure compliance with the laws in relation to cannabis and alcohol consumption.
Regional traffic members will assist with traffic enforcement on the detachment's identified high-risk roadways.	Relevant Activity Underway	In 2019, the OPP Highway Safety Division, Central Region Traffic Incident Management and Enforcement (TIME) team supported Dufferin Detachment on a regular basis. During the summer of 2019 two members of the team were assigned specifically to Dufferin Detachment. Working with detachment officers the team conducted enforcement in high collision areas identified by data analysis, as well as commercial vehicle enforcement in areas flagged through municipal complaints related to overweight vehicles on municipal and county Roads. In one weekend in July the Central Region Traffic team issued 29 stunt driving charges and seven day suspensions in Dufferin County.
Dufferin officers trained in Commercial Motor Vehicle Enforcement techniques will take part in local and Regional commercial motor vehicle enforcement initiatives.	Relevant Activity Underway	In 2019, officers from Dufferin Detachment continued to receive specialized training in commercial motor vehicle enforcement and actively participated in joint commercial motor vehicle enforcement initiatives in Dufferin County and surrounding area. During the summer when members of the Central Region Traffic and TIME teams were supporting Dufferin County, detachment officers conducted multiple commercial motor vehicle enforcement patrols.
Detachment members will ensure they obtain assistance from specialized services (such as Technical Traffic Collision Investigators and Collision Reconstructionists) when required to assist with collision investigations.	Relevant Activity Underway	Detachment members obtain assistance from specialized services when required.

Other Policing Data

Mental Health

Table 4.1

Contact Made	No Contact Made	Empty BMHS* Forms	Complete BMHS* Forms	BMHS* Compliance
81	1	0	83	100%

*Brief Mental Health Screener (BMHS)

9-1-1 Pocket Dials

Table 4.2

Call Type	2017	2018	2019
Unknown Wireless	314	501	775
Officer Confirmed Pocket Dial	32	48	99
% Officer Confirmed	9%	9%	11%

2019 Other Policing Progress Results

Pocket Dials/False Alarms Progress Results

Partner to reduce the impact/risk/frequency of false alarms

- Alarm calls are high risk response requiring minimum two officers attend.
- False alarms result in an ineffective use of police resources.

Activity	Progress Status	Progress Details
The Community Safety Officer will utilize the local media and community events to inform the public on the impacts of false alarms on police resources.	Relevant Activity Underway	<p>The number of false alarm/911 calls received by police in Dufferin County continued to increase. In 2019, there were over 857 occurrences that were dispatched as 911 hang up calls. Of these, 768 occurrences were confirmed as accidental 911 hang up calls, and of those, 150 were confirmed pocket dials. Specific to 2019, the release of the new iPhone found police responding to 911 activations from the SOS feature on the new model of 'iphone'. The Community Safety Officer conducted a media campaign directed at new 'iphone' owners and providing instructions to deactivate the SOS feature.</p> <p>The Dufferin Detachment continued to partner with local municipalities and police services boards to inform the community of the impacts of false alarms on police resources. Municipalities have included information in yearly mailings and residents are aware that in addition to the strain on resources, they will subsequently be billed for each false alarm call dispatched to the OPP.</p>
Prevention strategies will be developed.	Relevant Activity Underway	Consistent messaging to the public on the importance of reducing false alarm/911 calls to police continued to be a priority for the detachment Community Safety Officer using traditional media, social media and community outreach strategies.

Community Well Being Progress Results

Continue collaborating for an enhanced police response to persons experiencing a mental health crisis

- Hours per officer at hospitals in response to mental health occurrences impact police resources.
- Dufferin Detachment officers committed, on average, 1.5 hours per call for service with persons in crisis at hospitals awaiting transfer to proper care.
- Effective response to mental health illness involves a broad spectrum of community service providers working together in partnership.

Activity	Progress Status	Progress Details
Dufferin Detachment members will continue to work with community partners to improve relationships with persons with mental health illness in the community.	Relevant Activity Underway	The Dufferin Detachment maintained a seat at the Dufferin Situation Table where all agencies worked in collaboration to resolve issues and support those affected by mental illnesses that result in police/community interaction. In 2019, the Canadian Mental Health Association (CMHA) of Peel and Dufferin expanded their Mental Health Crisis program. The program has seen the addition of a mental health crisis worker in Dufferin County between 10:00 and 22:00 daily. This Crisis Response member also worked in the local hospital setting and was available to assist officers with persons in mental health crisis.
Dufferin Detachment will continue to use the InterRai Brief Mental Health Screener when interacting with the Headwaters Hospital Health Care team.	Relevant Activity Underway	In 2019, compliance with use of the Brief Mental Health Screener at Dufferin Detachment was 100%. The target for the detachment remains at 100%. Regular audits of the records management system and Supervisor intervention continued to be the best method to reach this goal.
<p>Dufferin Detachment members will participate in the Human Service Justice and Coordinating Committee meeting every month. This committee consists of members from the Crown Attorney's office, local social service agencies, and law enforcement agencies.</p> <ul style="list-style-type: none"> • The Dufferin Human Service Justice and Coordinating Committee have provided detachment members plastic reference cards containing emergency crisis lines and contact numbers for emergency housing. Cards will be given to individuals in need of support 	Relevant Activity Underway	Dufferin Detachment continued to have two officers that participated in the Human Service and Justice Coordinating Committee, ensuring solid relationships and access to alternative support systems in the community.

Activity	Progress Status	Progress Details
and will be available to the public at information displays.		
Representatives from the Canadian Mental Health Association (CMHA) will attend detachment training days on a yearly basis.	Relevant Activity Underway	Officers participated in Mental Health First Aid training in 2019. As well Dufferin Detachment has been included in an expanded Canadian Mental Health Association of Dufferin/Peel crisis response pilot. Dufferin Detachment will work in conjunction with DMHA Dufferin/Peel to institute training for members in relation to both the Expanded Crisis Response program for Dufferin County and a Mobile Crisis Response Pilot in 2020.
Dufferin OPP will continue to participate in the Dufferin Situation Table to support persons in crisis in efforts to reduce police resources and ensure individuals receive the support needed.	Relevant Activity Underway	The Dufferin Detachment continued to have a seat at the Dufferin Situation Table where all agencies work in collaboration to resolve issues and support those affected by mental illnesses that result in police/community interaction.

Animal Collisions

A five year analysis of motor vehicle collisions in Dufferin County identified the top reported collision causation was 'animals'. Dufferin County, Town of Mono, Hockley Valley is home to what is reported to be one of the largest overwintering habitat for deer in Ontario. As a result Dufferin OPP has partnered with Dufferin County and the Town of Mono to identify defensive driving strategies and create an awareness within the local and commuting community. All Municipal Police Service Boards have been provided a copy of the analysis and report.

Activity	Progress Status	Progress Details
Community Safety Officer will create and distribute public education materials, attend public meetings and work with local media to highlight the incidents of car deer collisions and strategies drivers can use to avoid these collisions.	Success Demonstrated	In 2019, efforts to reduce the number of animal related collisions continued with public service announcements in the most active seasons. The County of Dufferin maintained an electronic message board in the most densely populated animal over wintering area. In 2019, there was a 22% reduction in the number of animal related collisions in Dufferin County.
The OPP, Dufferin County and Town of Mono will partner to create and implement a safe driving information campaign for the area of Hockley Village where a large number of deer overwinter.	Success Demonstrated	<p>The Town of Mono and the County of Dufferin continued to utilize the electronic message board to educate the travelling public in regard to the increase risk of deer on the highway. The message board specifically identified deer as a regular hazard and warned travellers to be aware and drive with caution. In 2019, there has been a 22% reduction in the number of animal related collisions in OPP patrolled municipalities in Dufferin County.</p> <p>The Town of Mono and the County of Dufferin have partnered to replace a Community Policing Committee sign with a modern electronic message board. This message board can be manipulated to present different messages related to driving in the area. The message board specifically identifies deer as a regular hazard and warns travellers to be aware and drive with caution.</p>

Endnotes

Table 1.2 Hours (Field Personnel)

Source: Ontario Provincial Police, Daily Activity Reporting (DAR) System, Business Intelligence (BI) Cube. (2020/03/16)

Note: Based on Total hours of activity reported in DAR under selected Obligated Duty Codes (CCC, Traffic, Patrol, Total) reported to Home Location.

The % change is based on last year over previous year.

Table 1.3 Criminal Code & Provincial Statute Charges Laid

Source: Ministry of the Attorney General Integrated Court Offence Network (ICON) (2020/03/16)

Note: Charges are based on date charge added into the court system (ICON) and not date of offence.

"Other" charges is comprised of CAIA, Other Provincial & Federal Offences including drug offences.

The % change is based on last year over previous year.

Tables 2.1, 2.2, 2.3, 2.4, 2.5

Source: Records Management System (RMS Niche) All Offence Level BI Cube, (2020/03/16)

Note: Actual occurrences, Stats Can Valid occurrences only, Non-FN Coverage Types only, Primary Offence Level only, Violent & Property Crime, Other Criminal Code and Federal Statute categories aligned with public reporting standards. The % change is based on last year over previous year. For a more detailed explanation of Uniform Crime Reporting Codes see Statistics Canada, Uniform Crime Reporting at www.statcan.gc.ca

Table 2.1 Violent Crimes

Corresponding Primary Offence Levels

01* Murder 1st Degree, Murder 2nd Degree, Manslaughter, Infanticide

02 Criminal Negligence Causing Death, Other Related Offences Causing Death

03 Attempted Murder, Conspire to Commit Murder

04 Aggravated Sexual Assault, Sexual Assault with a Weapon, Sexual Assault, Other Criminal Code * Sec. 151 – Sec. 160, Sexual Interference, Invitation to Sexual Touching, Sexual Exploitation, Sexual Exploitation of a Person with a Disability, Incest, Corrupting Morals of a Child, Sexually Explicit Material to Child with Intent, Luring a Child via a Computer, Anal Intercourse, Bestiality – Commit/Compel/Incite Person, Voyeurism

05 Aggravated Assault Level 3, Assault with a Weapon, Assault Level 1, Unlawfully Causing Bodily Harm, Discharge Firearm with Intent, Using Firearm (or imitation) in commission of offence, Pointing a Firearm, Assault Peace Officer, Assault Peace Officer with a Weapon OR Cause Bodily Harm, Aggravated Assault on Peace Officer, Criminal Negligence – Bodily Harm, Trap Likely to or Cause Bodily Harm, Other Assaults / Admin Noxious thing

06 Kidnapping / Confinement, Kidnapping, Forcible Confinement, Hostage Taking, Trafficking in Persons, Abduction Under 14, Abduction Under 16, Remove Child from Canada,

Abduction Contravening A Custody Order, Abduction – No Custody Order

07 Robbery, Robbery of Firearms

08 Extortion, Intimidation of a Justice System Participant or a Journalist, Intimidation of a Non-Justice Participant, Criminal Harassment, Threatening / Indecent Phone Calls, Utter Threats, Explosives, Arson – Disregard for Human Life, Other Criminal Code * against public order

*Homicide Data is extracted from Homicide Survey

Table 2.2 Property Crimes

Corresponding Primary Offence Levels

01 Arson

02 Break & Enter, Break & Enter – Firearms, Break & Enter – Steal firearm from motor vehicle

03 Theft Over, Theft Over \$5,000 – Motor Vehicle, Theft from Motor Vehicles Over \$5,000, Theft Over \$5,000 Shoplifting, Theft of Motor Vehicle

04 Theft Under \$5,000, Theft Under \$5,000 – Motor Vehicle, Theft from Motor Vehicles Under \$5,000, Theft Under \$5,000 Shoplifting

05 Possession of Stolen Goods, Trafficking in Stolen Goods over \$5,000 (incl. possession with intent to traffic), Possession of Stolen Goods over \$5,000, Trafficking in Stolen Goods under \$5,000 (incl. possession with intent to traffic), Possession of Stolen Goods under \$5,000

06 Fraud, Identity Theft, Identity Fraud

07 Mischief, Mischief to Property Over \$5,000 Exp., Mischief to Property Under \$5,000 Exp., Mischief to Religious Property Motivated by Hate, Altering / Destroying / Removing a vehicle identification number

Table 2.3 Other Criminal Code

Corresponding Primary Offence Levels

01 Offensive Weapons – Explosives, Use of Firearm in Offence, Offensive Weapons – Weapons Trafficking, Possess Firearm while prohibited, Other Criminal Code * Sec. 78 – Sec. 96, Import / Export – Firearm / Weapon / Ammunition / Device, Offensive Weapons – Point Firearm, Other Criminal Code * Sec. 105 – Sec. 108, Breach of Firearms Regulation – Unsafe Storage

02 Prostitution – Bawdy House, Live on avails of prostitution, Parent / Guardian Procure sexual activity, Prostitution under 18 – Procuring, Prostitution – Other Prostitution, Betting House, Gaming House, Other Gaming and Betting, Bail Violations, Counterfeit Money, Disturb the Peace, Escape Custody, Indecent Acts, Child Pornography, Voyeurism, Public Morals, Lure Child via Computer, Obstruct Public Peace Officer, Prisoner Unlawfully at Large, Trespass at Night, Fail to Attend Court, Breach of Probation, Threatening / Harassing Phone Calls, Utter Threats to Property / Animals, Advocating Genocide, Public Incitement of Hatred, Unauthorized record for sale, rental, comm. Distribution, Other Criminal Code * Sec. 46 – Sec. 78.1, Property or Services for Terrorist Activities, Terrorism – Property, Participate in Activity of Terrorist Group, Facilitate Terrorist Activity, Instruct Terrorist Act, Harbour or conceal a Terrorist, Hoax Terrorism, Offensive Weapons – Careless use of firearms, Bribery / Perjury, Other Criminal Code * Sec. 176 – Sec. 182, Interception / Disclosure of Communication, Other Criminal Code * Sec. 215 – Sec. 319, Other Criminal Code * Sec. 337 – Sec. 352, Other Criminal Code * Sec. 415 – Sec. 427, Intimidation of Justice System Participant, Other Criminal Code * Sec. 437 – Sec. 447, Offences Related to Currency, Proceeds of Crime, Attempts, Conspiracies, Accessories, Instruct Offence for Criminal Organization, Commission of offence for Criminal Organization, Participate in Activities of Criminal Organization, Other Criminal Code * Sec. 462 – Sec. 753

Table 2.4 Drugs

Corresponding Primary Offence Levels

01 Possession—Heroin, Possession—Cocaine, Possession—Other Controlled Drugs and Substances Act (CDSA), Possession—Cannabis, Possession—Methamphetamine (Crystal Meth), Possession—Methylenedioxymphetamine (Ecstasy)

02 Trafficking—Heroin, Trafficking—Cocaine, Trafficking—Other CDSA, Trafficking—Cannabis, Trafficking—Methamphetamine (Crystal Meth), Trafficking—Methylenedioxymphetamine (Ecstasy)

03 Import/Export—Heroin, Import/Export—Cocaine, Import/Export—Other Drugs, CDSA *Sec.6 Import/Export

Table 2.5 Federal Statutes

Corresponding Primary Offence Levels

01 Other Federal Statutes, Bankruptcy Act, Income Tax Act, Canada Shipping Act, Canada Health Act, Customs Act, Competition Act, Excise Act, Youth Criminal Justice Act (YCJA), Immigration and Refugee Protection Act, Human Trafficking (involving the use of abduction, fraud, deception or use of threat), Human Smuggling fewer than 10 persons, Human Smuggling 10 persons or more, Firearms Act, National Defence Act, Other Federal Statutes

Table 3.1 Motor Vehicle Collisions (MVC) by Type

(Includes roadway, off-road and motorized snow vehicle collisions)

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2020/03/16)

Note: Count of Reportable Fatal, PI and PD Collisions entered into the eCRS for MVC, MSV and ORV Report Types regardless of status, excluding FN detachments. Count of Alcohol-related collisions where Alcohol-Involved indicated as Yes in eCRS.

The % change is based on last year over previous year.

Table 3.2 Primary Causal Factors in Fatal MVCs on Roadways

Source: Ontario Provincial Police Collision Reporting System (CRS), (2020/03/16)

Note: Count of Reportable Fatal Collisions entered into the eCRS where Report Types is MVC only regardless of status, excluding FN detachments. Total Fatal Collisions includes collisions where causal factors are not listed in this table. Count of Speed-related collisions where contributing factor speed or speed too fast for conditions OR driver action exceeding speed limit or speed too fast for conditions. Count of Alcohol-related collisions where Alcohol-Involved indicated as Yes in eCRS. Count of collisions where victim type is deceased and safety equipment use is equipment not used but available or no equipment available. Count of collisions where distracted drivers is based on contributing factor of inattentive driver or driver condition reported as inattentive. Count of collisions where wildlife a factor is contributing factor reported as animal - wild or domestic.

The % change is based on last year over previous year.

* Seatbelt includes: Use unknown, lap and shoulder belt, lap belt only, lap belt only of combined assembly, child safety seat used incorrectly, child safety seat used correctly, other passive restraint device.

Table 3.3 Fatalities in Detachment Area

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2020/03/16)

Note: Count of Fatal incidents and persons killed entered into the eCRS where Collision Type is reported as Fatal by report type (MVC, Marine, MSV, ORV). Alcohol-related is a count of the incidents where Alcohol-Involved on the Details Screen reported as Yes. First Nation Detachments were excluded from this count. Motorized Snow Vehicles Statistics are reported seasonally from October 1st to March 31st each reporting period. The % change is based on last year over previous year.

Table 4.1 911 Pocket Dials

Source: Computer Aided Dispatch (CAD) System, (2020/03/20)

Note: CAD data and will not mirror any other data sources on how 911 calls/911 hang ups are reported. 911 Officer Confirmed Pocket Dial data represents CAD occurrences entered by PCC Communicators for calls received with no-voice contact from cellular devices only. Where an officer confirms that a 911 Wireless call was indeed a 911 Pocket Dial the event types be changed and may not mirror other data sources (e.g. Niche) that reference 911 calls. This represents only a small percentage of all 911 calls handled and dispatched by the OPP. *Please note, in November of 2018, PCCs introduced new policy with respect to 911 calls, specifically ones that came into the CAD system without a telephone call. Data reporting for 2019 will be reflective of new policy.

Table 4.2 2019 Mental Health Strategy Data

Source: Records Management System (RMS Niche), (2020/02/20). Compliance breaks down the number of occurrences with a Mental Health UCR code present vs. the number of occurrences with a BMHS form present.

Note: Occurrences between 2019/01/01 00:00 and 2019/12/31 23:59

* Occurrences with MH UCR Code 8529

OPP PROGRAMS AND SERVICES



2019

PROGRESS REPORT

Proactive and Reactive
Policing/Investigation

Aboriginal Policing

Alcohol and Gaming Enforcement

Asset Forfeiture

Auxiliary Policing/Chaplaincy

Aviation/Flight Operations

Breath Analysis/Drug Recognition

Canine

Chemical, Biological, Radiological,
Nuclear and Explosive Response

Child Exploitation Investigation

Civil and Human Rights
Claim investigation

Collision Reconstruction
and Investigation

Commercial Vehicles and
Dangerous Goods

Communications

Community Policing

Complaint Investigation

Contraband Tobacco Enforcement

Court Case Management

Crime Analysis

Crime Prevention and
Community Safety

Crime Stoppers

Criminal Investigation Services
and Major Case Management

Crisis Negotiations

Drug Enforcement

Drug Evaluation and Classification

Emergency Management

Emergency Response

Explosives Disposal

Forensic and Identification Services

Hate Crimes/Extremism Investigation

Illegal Gaming Investigation

Incident Command

Intelligence

Marine/Motorized-Snow
and Off-Road Vehicle
and Motorcycle Patrol

Media Relations

Offender Transportation

Ontario Sex Offender Registry

Organized Crime Investigation

Polygraph

Protective Services

Provincial Anti-Terrorism

Provincial Operations Centre

Public Order

Repeat Offender
Parole Enforcement

RIDE (Reduce Impaired
Driving Everywhere)

Search and Rescue

Surveillance - Electronic
and Physical

Tactical Emergency Medical

Tactics and Rescue

Technological Crime/Digital
Evidence Forensics and Analysis

Threat Assessment and Criminal
Behavioural Analysis

Traffic Safety

Training

Underwater Search and Recovery

United Nations Policing Missions

Unmanned Aerial Systems

Urban Search and Rescue

Violent Crime Linkage Analysis

Victim Assistance

Victim Identification and Rescue

Weapons Enforcement

Witness Protection

The above list corresponds with the Adequacy and Effectiveness of Police Services Regulation (Adequacy Standards, O. Reg. 3/99). The list further provides an overview of various OPP programs and services but should not be considered complete.



Dufferin DETACHMENT

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2019

PROGRESS
REPORT

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

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File Reference:

612-20

September 28, 2020

Dear CAO/Treasurer,

Please find attached the OPP municipal policing 2021 Annual Billing Statement package.

This year's billing package includes a statement for the 2019 year-end reconciliation. The final cost adjustment calculated as a result of the 2019 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2021 calendar year.

The final reconciliation of the 2021 annual costs will be included in the 2023 Annual Billing Statement.

For more detailed information on the 2021 Annual Billing Statement package please refer to the resource material available on the internet, www.opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in November. An e-mail invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please e-mail
OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

Phil Whitton
Superintendent
Commander,
Municipal Policing Bureau

OPP 2021 Annual Billing Statement

Amaranth Tp

Estimated costs for the period January 1 to December 31, 2021

Please refer to www.opp.ca for 2021 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	1,462		
	Commercial and Industrial	62		
	Total Properties	<u>1,524</u>	177.48	270,473
Calls for Service	(see summaries)			
	Total all municipalities	168,336,779		
	Municipal portion	0.1174%	129.63	197,558
Overtime	(see notes)		16.02	24,416
Prisoner Transportation	(per property cost)		2.11	3,216
Accommodation/Cleaning Services	(per property cost)		<u>4.68</u>	<u>7,132</u>
Total 2021 Estimated Cost			<u>329.92</u>	502,795
2019 Year-End Adjustment	(see summary)			(4,830)
Grand Total Billing for 2021				<u>497,965</u>
2021 Monthly Billing Amount				41,497

OPP 2021 Annual Billing Statement

Amaranth Tp

Estimated costs for the period January 1 to December 31, 2021

Notes to Annual Billing Statement

- 1) **Municipal Base Services and Calls for Service Costs** - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2021 billing purposes the allocation of the municipal workload in detachments has been calculated to be 53.1 % Base Services and 46.9 % Calls for Service. The total 2021 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) **Base Services** - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$177.48 estimated for 2021. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) **Calls for Service** - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) **Overtime** - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2016, 2017, 2018 and 2019 has been analyzed and averaged to estimate the 2021 costs. The costs incorporate the 2021 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2021 hours and salary rates and included in the 2023 Annual Billing Statement.
- 5) **Court Security and Prisoner Transportation (CSPT)** - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. 2021 costs have been based on 2019 security activity. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. These costs will be reconciled to the actual cost of service required in 2021.

There was no information available about the status of 2021 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.

- 6) **Year-end Adjustment** - The 2019 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

OPP 2021 Estimated Base Services and Calls for Service Cost Summary
For the period January 1 to December 31, 2021

Salaries and Benefits		Positions	Base	Total Base Services and Calls for Service	Base Services	Calls for Service
		FTE	%	\$/FTE	\$	\$
Uniform Members	Note 1					
Inspector		25.65	100.0	163,514	4,194,122	4,194,122
Staff Sergeant-Detachment Commander		10.64	100.0	146,750	1,561,415	1,561,415
Staff Sergeant		33.08	100.0	136,731	4,523,048	4,523,048
Sergeant		217.05	53.1	122,479	26,584,114	14,103,482
Constable		1,701.98	53.1	104,552	177,945,194	94,399,884
Part-Time Constable		6.55	53.1	83,335	545,844	289,172
Total Uniform Salaries		1,994.95		-	215,353,736	119,071,123
Statutory Holiday Payout				3,873	7,701,966	4,212,066
Shift Premiums				1,033	1,988,817.77	1,055,068
Uniform Benefits - Inspector				25.86%	1,084,600	1,084,600
Uniform Benefits - Full-Time Salaries				30.37%	63,963,402	34,800,324
Uniform Benefits - Part-Time Salaries				14.98%	81,767	43,318
Total Uniform Salaries & Benefits					290,174,290	160,266,499
Detachment Civilian Members	Note 1					
Detachment Administrative Clerk		173.80	53.1	66,104	11,488,895	6,094,799.27
Detachment Operations Clerk		1.88	53.1	63,248	118,905	63,248
Detachment Clerk - Typist		0.33	53.1	56,792	18,741	10,223
Court Officer		17.20	53.1	67,187	1,155,622	612,748
Crimestoppers Co-ordinator		0.80	53.1	62,084	49,667	26,075
Total Detachment Civilian Salaries		194.01			12,831,831	6,807,093
Civilian Benefits - Full-Time Salaries				29.53%	3,789,240	2,010,135
Total Detachment Civilian Salaries & Benefits					16,621,071	8,817,228
Support Costs - Salaries and Benefits	Note 2					
Communication Operators				6,940	13,844,953	7,570,777
Prisoner Guards				1,853	3,696,642	2,021,419
Operational Support				5,129	10,232,099	5,595,175
RHQ Municipal Support				2,647	5,280,633	2,887,586
Telephone Support				120	239,394	130,907
Office Automation Support				673	1,342,601	734,169
Mobile and Portable Radio Support				264	528,396	288,911
Total Support Staff Salaries and Benefits Costs					35,164,718	19,228,943
Total Salaries & Benefits					341,960,078	188,312,670
Other Direct Operating Expenses	Note 2					
Communication Centre				165	329,167	179,997
Operational Support				742	1,480,253	809,440
RHQ Municipal Support				148	295,253	161,452
Telephone				1,456	2,904,647	1,588,336
Mobile Radio Equipment Repairs & Maintenance				39	78,059	42,680
Office Automation - Uniform				2,603	5,192,855	2,839,587
Office Automation - Civilian				1,803	349,800	185,565
Vehicle Usage				8,294	16,546,115	9,047,842
Detachment Supplies & Equipment				502	1,001,465	547,627
Uniform & Equipment				2,102	4,207,153	2,300,345
Uniform & Equipment - Court Officer				925	15,910	8,436
Total Other Direct Operating Expenses					32,400,676	17,711,305
Total 2021 Municipal Base Services and Calls for Service Cost					\$ 374,360,754	\$ 206,023,975
Total OPP-Policed Municipal Properties						1,160,856
Base Services Cost per Property						\$ 177.48

OPP 2021 Estimated Base Services and Calls for Service Cost Summary

For the period January 1 to December 31, 2021

Notes:

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2016 through 2019. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 87.76 FTEs with a cost of \$14,900,558 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2021 salaries incorporate the 2021 general salary rate increases set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, (uniform staff - 1.00% January 1 and 0.97% July 1, civilian staff (one 2021 increase) 1.0% January 1). The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2020-21). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 53.1% Base Services : 46.9% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2020 Municipal Policing Cost-Recovery Formula.

OPP 2021 Calls for Service Billing Summary

Amaranth Tp

Estimated costs for the period January 1 to December 31, 2021

Calls for Service Billing Workgroups	Calls for Service Count					2021 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2021 Estimated Calls for Service Cost
	2016	2017	2018	2019	Four Year Average				
					A	B	C = A * B		
					Note 1			Note 2	Note 3
Drug Possession	7	8	1	1	4	6.5	28	0.0017%	2,791
Drugs	-	-	2	-	1	45.9	23	0.0014%	2,318
Operational	191	179	192	186	187	3.6	673	0.0404%	68,006
Operational 2	68	78	114	170	108	1.3	140	0.0084%	14,117
Other Criminal Code Violation	10	5	2	9	7	7.8	51	0.0030%	5,122
Property Crime Violations	70	42	45	48	51	6.5	333	0.0200%	33,652
Statutes & Acts	36	76	44	21	44	3.4	150	0.0090%	15,198
Traffic	80	79	76	106	85	3.4	290	0.0174%	29,280
Violent Criminal Code	20	15	21	11	17	16.0	268	0.0161%	27,073
Total	482	482	497	552	503		1,956	0.1174%	\$197,558
Provincial Totals	Note 4	364,578	368,157	391,030	429,951	388,429	1,666,390	100.0%	\$168,336,779

Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals.
- 4) Provincial Totals exclude data for both municipal dissolutions and amalgamations

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OPP 2021 Calls for Service Details
Amaranth Tp
For the calendar years 2016 to 2019

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2016	2017	2018	2019	
Grand Total	482	482	497	552	503.25
Drug Possession	7	8	1	1	4.25
Drug Related Occurrence	1	3	0	1	1.25
Possession - Cannabis	5	4	0	0	2.25
Possession - Methamphetamine (Crystal Meth)	0	1	0	0	0.25
Possession - Other Controlled Drugs and Substances Act	0	0	1	0	0.25
Possession/Sale/etc. for Production/Trafficking substance	1	0	0	0	0.25
Drugs	0	0	2	0	0.50
Drug Operation - Residential Grow Indoor	0	0	1	0	0.25
Trafficking - Cocaine	0	0	1	0	0.25
Operational	191	179	192	186	187.00
Accident - non-MVC - Residential	0	0	1	0	0.25
Alarm - Master Code	2	4	3	3	3.00
Alarm - Others	0	2	4	1	1.75
Animal - Bear Complaint	0	0	2	0	0.50
Animal - Bite	1	0	0	1	0.50
Animal - Dog Owners Liability Act	2	3	2	0	1.75
Animal - Injured	3	3	8	2	4.00
Animal - Master Code	1	1	3	2	1.75
Animal - Other	9	9	11	6	8.75
Animal - Stray	2	3	3	8	4.00
Assist Fire Department	6	4	2	2	3.50
Assist Public	35	50	49	34	42.00
By-Law - Master Code	0	0	0	2	0.50
Child Neglect	1	0	0	0	0.25
Distressed / Overdue Motorist	1	0	0	0	0.25
Dogs By-Law	0	0	1	0	0.25
Domestic Disturbance	36	25	18	16	23.75
False Fire Alarm - Building	0	0	0	1	0.25
Family Dispute	9	17	17	20	15.75
Fire - Building	2	2	0	2	1.50
Fire - Other	2	0	1	1	1.00
Fire - Vehicle	1	3	1	2	1.75
Firearms (Discharge) By-Law	0	1	0	0	0.25
Found - Bicycles	0	1	0	1	0.50
Found - Gun	0	0	0	1	0.25
Found - Household Property	0	1	0	0	0.25
Found - License Plate	0	0	0	1	0.25
Found - Others	1	0	2	0	0.75
Found - Personal Accessories	1	0	2	1	1.00
Found - Sporting Goods, Hobby Equip.	0	0	1	0	0.25
Found - Vehicle Accessories	0	1	1	0	0.50
Found Property - Master Code	2	0	0	3	1.25
Insecure Condition - Others	0	0	1	0	0.25
Lost - License Plate	1	0	0	0	0.25

OPP 2021 Calls for Service Details
Amaranth Tp
For the calendar years 2016 to 2019

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2016	2017	2018	2019	
Lost - Others	2	0	0	0	0.50
Lost - Personal Accessories	1	0	2	2	1.25
Lost Property - Master Code	2	0	0	0	0.50
Medical Assistance - Other	1	0	1	1	0.75
Missing Person 12 & older	0	1	1	2	1.00
Missing Person Located 12 & older	1	0	2	1	1.00
Missing Person under 12	0	0	1	1	0.50
Neighbour Dispute	5	1	3	2	2.75
Noise By-Law	1	0	0	2	0.75
Noise Complaint - Animal	0	0	0	1	0.25
Noise Complaint - Business	0	0	2	5	1.75
Noise Complaint - Others	1	2	0	2	1.25
Noise Complaint - Residence	5	7	4	1	4.25
Noise Complaint - Vehicle	0	0	2	0	0.50
Other Municipal By-Laws	1	3	4	3	2.75
Phone - Master Code	0	1	2	0	0.75
Phone - Nuisance - No Charges Laid	1	2	0	1	1.00
Phone - Other - No Charges Laid	0	1	1	0	0.50
Sudden Death - Master Code	1	0	0	0	0.25
Sudden Death - Natural Causes	3	0	2	5	2.50
Sudden Death - Suicide	0	1	0	0	0.25
Suspicious Person	12	9	4	18	10.75
Suspicious vehicle	24	16	17	20	19.25
Trouble with Youth	5	3	5	3	4.00
Unwanted Persons	2	1	3	2	2.00
Vehicle Recovered - All Terrain Vehicles	1	0	0	0	0.25
Vehicle Recovered - Automobile	3	0	1	2	1.50
Vehicle Recovered - Other	1	0	0	0	0.25
Vehicle Recovered - Trucks	0	1	2	2	1.25
Operational 2	68	78	114	170	107.50
911 call - Dropped Cell	4	2	11	45	15.50
911 call / 911 hang up	34	26	52	64	44.00
911 hang up - Pocket Dial	0	5	7	19	7.75
False Alarm - Accidental Trip	9	7	11	11	9.50
False Alarm - Cancelled	2	9	3	3	4.25
False Alarm - Malfunction	5	7	9	3	6.00
False Alarm - Others	4	10	12	18	11.00
False Holdup Alarm - Accidental Trip	1	0	0	2	0.75
False Holdup Alarm - Malfunction	0	1	0	0	0.25
Keep the Peace	9	11	9	5	8.50
Other Criminal Code Violations	10	5	2	9	6.50
Animals - Drugging	0	0	0	1	0.25
Animals - Kill or injure	0	0	0	1	0.25
Bail Violations - Fail To Comply	1	2	0	2	1.25
Bail Violations - Recognizance	1	0	0	1	0.50

OPP 2021 Calls for Service Details
Amaranth Tp
For the calendar years 2016 to 2019

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2016	2017	2018	2019	
Breach of Firearms regulation - Unsafe Storage	1	0	0	0	0.25
Breach of Probation	2	1	0	1	1.00
Child Pornography - Master Code	0	1	0	0	0.25
Disobey court order / Misconduct executing process	1	0	0	1	0.50
Disturb the Peace	0	0	1	0	0.25
Obstruct Public Peace Officer	1	0	0	0	0.25
Offensive Weapons - Careless use of firearms	0	0	0	1	0.25
Offensive Weapons - In Vehicle	0	0	0	1	0.25
Offensive Weapons - Other Offensive Weapons	0	1	0	0	0.25
Offensive Weapons - Other Weapons Offences	0	0	1	0	0.25
Offensive Weapons - Possession of Weapons	1	0	0	0	0.25
Offensive Weapons - Restricted	1	0	0	0	0.25
Trespass at Night	1	0	0	0	0.25
Property Crime Violations	70	42	45	48	51.25
Break & Enter	19	9	11	14	13.25
Break & Enter - Firearms	0	0	1	0	0.25
Fraud - False Pretence Under \$5,000	0	0	0	1	0.25
Fraud - Fraud through mails	1	0	0	0	0.25
Fraud - Master Code	1	0	0	1	0.50
Fraud - Money/property/security Over \$5,000	2	1	0	1	1.00
Fraud - Money/property/security Under \$5,000	0	1	1	3	1.25
Fraud - Other	3	1	2	2	2.00
Fraud - Steal/Forge/Poss./Use Credit Card	0	2	0	0	0.50
Identity Fraud	0	1	0	0	0.25
Interfere with lawful use, enjoyment of property	0	0	1	1	0.50
Mischief - Master Code	17	3	6	5	7.75
Mischief Graffiti - Non-Gang Related	0	0	0	1	0.25
Personation with Intent (fraud)	0	0	0	2	0.50
Possession of Stolen Goods over \$5,000	1	0	0	0	0.25
Possession of Stolen Goods under \$5,000	0	0	1	0	0.25
Property Damage	1	1	0	0	0.50
Theft from Motor Vehicles Over \$5,000	1	1	0	0	0.50
Theft from Motor Vehicles Under \$5,000	2	7	2	2	3.25
Theft of - All Terrain Vehicles	2	0	0	0	0.50
Theft of - Automobile	2	0	2	1	1.25
Theft of - Buses	1	0	0	0	0.25
Theft of - Construction Vehicles	1	0	0	0	0.25
Theft of - Farm Vehicles	0	0	2	0	0.50
Theft of - Motorcycles	2	0	1	0	0.75
Theft of - Other Motor Vehicles	0	0	0	1	0.25
Theft of - Snow Vehicles	0	0	1	0	0.25
Theft of - Trucks	1	1	1	0	0.75
Theft of Motor Vehicle	2	1	4	1	2.00
Theft Over \$5,000 - Construction Site	0	0	1	0	0.25
Theft Over \$5,000 - Farm Agricultural Livestock	1	0	0	0	0.25

OPP 2021 Calls for Service Details
Amaranth Tp
For the calendar years 2016 to 2019

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2016	2017	2018	2019	
Theft Over \$5,000 - Master Code	0	0	0	1	0.25
Theft Over \$5,000 - Other Theft	1	0	0	1	0.50
Theft Under \$5,000 - Bicycles	0	0	1	0	0.25
Theft Under \$5,000 - Building	1	0	0	0	0.25
Theft Under \$5,000 - Construction Site	0	0	1	1	0.50
Theft Under \$5,000 - Farm Equipment	2	0	0	0	0.50
Theft Under \$5,000 - Gasoline Drive-off	0	0	1	0	0.25
Theft Under \$5,000 - Master Code	0	1	0	0	0.25
Theft Under \$5,000 - Other Theft	6	12	5	7	7.50
Theft Under \$5,000 - Trailers	0	0	0	1	0.25
Theft Under \$5,000 Shoplifting	0	0	0	1	0.25
Statutes & Acts	36	76	44	21	44.25
Landlord / Tenant	5	15	5	13	9.50
Mental Health Act	5	5	0	1	2.75
Mental Health Act - Attempt Suicide	2	2	1	0	1.25
Mental Health Act - No contact with Police	0	0	1	0	0.25
Mental Health Act - Placed on Form	4	3	1	2	2.50
Mental Health Act - Threat of Suicide	1	7	4	0	3.00
Mental Health Act - Voluntary Transport	1	0	1	0	0.50
Trespass To Property Act	18	44	31	5	24.50
Traffic	80	79	76	106	85.25
MVC - Fatal (Motor Vehicle Collision)	0	0	0	2	0.50
MVC - Others (Motor Vehicle Collision)	2	3	0	0	1.25
MVC - Personal Injury (Motor Vehicle Collision)	7	12	6	7	8.00
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	1	2	2	4	2.25
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	22	19	27	28	24.00
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	47	42	41	61	47.75
MVC (Motor Vehicle Collision) - Master Code	1	1	0	4	1.50
Violent Criminal Code	20	15	21	11	16.75
Assault - Level 1	9	5	8	4	6.50
Assault Peace Officer	1	0	0	0	0.25
Assault With Weapon or Causing Bodily Harm - Level 2	5	2	1	0	2.00
Criminal Harassment	3	2	2	1	2.00
Criminal Harassment - Offender Unknown	0	0	1	0	0.25
Criminal Negligence Causing Death	0	0	1	0	0.25
Extortion	0	0	1	0	0.25
Indecent / Harassing Communications	0	0	0	1	0.25
Non-Consensual Distribution of Intimate Images	0	0	1	0	0.25
Sexual Assault	1	4	6	2	3.25
Sexual Interference	0	0	0	1	0.25
Utter Threats - Master Code	0	0	0	1	0.25
Utter Threats to Person	1	2	0	1	1.00

OPP 2019 Reconciled Year-End Summary

Amaranth Tp

Reconciled cost for the period January 1 to December 31, 2019

			<u>Cost per Property \$</u>	<u>Total Cost \$</u>
Base Service	Property Counts			
	Household	1,441		
	Commercial and Industrial	<u>61</u>		
	Total Properties	<u>1,502</u>	191.43	287,525
Calls for Service				
	Total all municipalities	158,415,856		
	Municipal portion	0.1173%	123.70	185,803
Overtime			11.13	16,724
Prisoner Transportation	(per property cost)		2.03	3,049
Accommodation/Cleaning Services	(per property cost)		<u>4.91</u>	<u>7,375</u>
Total 2019 Reconciled Cost			<u>333.21</u>	<u>500,476</u>
Year Over Year Variance (reconciled cost for the year is not subject to phase-in adjustment)				
2018 Reconciled Cost per Property			331.38	
2019 Reconciled Cost per Property (see above)			<u>333.21</u>	
Cost per Property Variance		Increase	1.82	
2019 Billed Amount				<u>(505,306)</u>
2019 Year-End-Adjustment				<u><u>(4,830)</u></u>

Note

The Year-End Adjustment above is included as an adjustment on the 2021 Billing Statement.
This amount is incorporated into the monthly invoice amount for 2021.

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*Minutes for Shelburne Public Library Board Meeting
Tuesday, February 18, 2020*

Present: Geoff Dunlop Paul Barclay James Hodder
Gail Little Sharon Martin

Also Present: Rose Dotten, CEO/ Head Librarian,

Regrets: Shane Hall, Margaret Mercer, Mikal Archer, Patricia Clark

The Chair, Geoff Dunlop, called the meeting to order at 7:00 P.M.

Motion 01-20 P. Barclay, J. Hodder

Be it resolved that we approve the Agenda for February 18, 2020, meeting.
Carried

Motion 02-20 J. Hodder, G. Little

Be it resolved that we approve the minutes, as amended, of the board meeting dated December 17, 2019.

Carried

Financial Reports:

Motion 03-20 S. Martin, G. Little

Be it resolved that we approve the Accounts Payable Register for December, 2019, with invoices and payments in the amount of \$34,248.46.

Be it resolved that we approve the Accounts Payable Register for January, 2020, with invoices and payments in the amount of \$29,651.12.

Carried

CEO/ Head Librarian's Report:

- **Statistics**

We include statistics for the months of December, 2019, and January, 2020.. You will see that our statistics really vary but that is not unusual at this time of year. Again, the fact that Inter-Library Loans are down by over 300 items per month is a factor.

- **Library Literary Events**

Our upcoming Library Literary Events are as follows:

- Traveler's Tales—A Night in Australia on January 14, 2020, with Grace (Haskell) Scott was very well received and provided an excellent overview of many exciting things to see and do in that country. Grace presented well-researched information combined with the adventures she experienced during her year there.

- Traveler's Tales—A Night in Mexico, will be held on May 5, 2020, at 7 pm at the Library, with Gord Gallagher.

Coffee, Conversation & Books

- Liz Jansen, Euphoria, December 18/19, at 7 pm
- Peter Sandor, Perked Pierogi, January 15, 2020
- J. M. Tibbott, at Jelly Craft Bakery, February 19/20 at 7 pm
- Travis Greenely, at Euphroia, March 18/20 at 7 pm.
- **Canadian National Film Day**
The film, *Toxic Beauty*, will be shown at the library on Wednesday, April 22 at 1 pm
- **The Great Divide Trail Walking Challenge**
This walking challenge will be held April-August, 2020. We will be collaborating with the Bruce Trail Club and possibly the Town of Shelburne.
- **Seedy Sunday**
Borrow seeds from our seed lending library on Sunday, March 8/20, from 1 to 3 pm and learn about growing in our area. This will be an informative session with experts present to answer questions on gardening. Many seeds will be available to borrow.

Correspondence: none

Discussion ensued about the feasibility for changing meeting dates. However, the consensus amongst the members present was that consistency was an important factor that really helps with planning other activities. In some cases, changes might conflict with set meetings of other committees.

- **In Camera session—not required**

Motion 04 -20 P. Barclay, S. Martin

That we now adjourn at 7:55 p.m., to meet again March 17, 2020, at 7 pm., or at call of the Chair.

Carried

Minutes for Shelburne Public Library Board Meeting
Monday, April 6, 2020

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

Also Present: Rose Dotten, CEO/ Head Librarian,

Regrets: Shane Hall, Mikal Archer

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

The Chair, Geoff Dunlop, called the meeting to order at 2:00 P.M. and stated some guidelines for the meeting.

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

Motion 05-20 J. Hodder, P. Clark

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

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

Carried

Motion 06-20 G. Little, M. Mercer

The sole purpose of this meeting is to discuss the SPL Board response to date to the Covid-19 crisis as it affects the library staff and its patrons as well as future plans.

Be it resolved that we approve the Agenda for April 6, 2020, meeting.

Carried

Motion 07-20 G. Little, P. Barclay

The Board moved into a closed meeting at 2:10 PM pursuant to Section 16.1 (4) OR 16.1 (5) of *The Public Libraries Act, R.S.O. 1990*, as amended for the following reason: Personnel

Carried

At this point the Board went in-camera and the CEO gave a verbal update on library programming and staffing. There ensued a discussion on programming and staffing recommendations.

Motion 08-20 S. Martin, G. Little

Be it resolved that we rise from in-camera meeting with a report.

Carried

Motion 09-20 M. Mercer, J. Hodder

Be it resolved that SPL continue to provide programming and support to its patrons to provide online service, programming, resources, support and communication;

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

Be it further resolved that these recommendations be reviewed at the next scheduled Board meeting on April 21, 2020.

Carried

Motion 10 -20 G. Little, S. Martin

That we now adjourn at 2:45 p.m., to meet again April 21, 2020, at 7 pm., or at call of the Chair.

Carried

*Minutes for Shelburne Public Library Board Meeting
Tuesday, April 21, 2020*

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

Also Present: Rose Dotten, CEO/ Head Librarian,

Regrets: Shane Hall

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

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

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

Motion 11-20 M. Archer, P. Clark

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

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

Carried

Motion 12-20 M. Archer, P. Clark

Be it resolved that we approve the Agenda of the April 21, 2020, meeting.

Carried

Motion 13-20 M. Archer, G. Little

Be it resolved that we approve the minutes of the board meeting dated February 18, 2020, and

Be it resolved that we approve the minutes of the board meeting dated April 6, 2020.

Carried

Motion 14-20 P. Clark, P. Barclay

Be it resolved that we approve the Accounts Payable Register for February, 2020, with invoices and payments in the amount of \$25,211.74.

Be it resolved that we approve the Accounts Payable Register for March, 2020, with invoices and payments in the amount of \$26,403.89.

Carried

CEO/ Head Librarian's Report:

- **Statistics**—The statistics for circulation were not available as the Library has been closed since March 15, However, Rose presented a verbal report outlining E-Resource use and Social Media Outreach.
- **Library Literary Events** – Cancelled due to COVID-19 Pandemic
- **Coffee, Conversation & Books** – Cancelled due to COVID-19 Pandemic
- **Seedy Sunday, Resource Day, March 8/20, from 1 to 4 pm**
This event was a great success. There were approximately 150 attendees over the course of the day. Most availed themselves of the large quantities of donated seeds.
- **March Break Events** – Cancelled due to COVID-19 Pandemic
- **100% Certainty Book Club, April 20/20**—Cancelled due to COVID-19 Pandemic
- **Canadian National Film Day, April 22/20**—Cancelled due to COVID-19 Pandemic
- **The Great Divide Trail Walking Challenge, April-August, 2020**
This event has been able to be planned and implemented all on-line due to the Pandemic.
- **On-line Resources and On-line Programming**
These resources are available for patrons while the Library is closed due to the Pandemic. As well, on-line Programming being offered while Library is closed due to Pandemic. Please find attached copies of the attached Newsletters being sent to over 2000 patrons.
- **Cleaners for the Library**
Rose reported that she had spoken to the cleaning company that provides a cleaner for the library. We usually have the cleaner 2 hours/3 times a week. Rose has arranged that the cleaner will come in for 2 hours once per week until we re-open.

Motion 15-20 J. Hodder, S. Martin

Be it resolved that SPL continue to provide programming and support to its patrons to provide online service, programming, resources, support and communication;

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

Be it further resolved that these recommendations be reviewed at the next scheduled Board meeting on May 19, 2020.

Carried

Motion 16 -20 M. Mercer, G. Little

That we now adjourn at 7:40 p.m., to meet again May 19, 2020, at 7 pm., or at call of the Chair.

Carried

*Minutes for Shelburne Public Library Board Meeting
Tuesday, May 19, 2020*

Present: Margaret Mercer Paul Barclay James Hodder
Gail Little Sharon Martin Patricia Clark

Also Present: Rose Dotten, CEO/ Head Librarian,

Regrets: Geoff Dunlop, Mikal Archer, Shane Hall

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

The Vice-Chair, Margaret Mercer, called the meeting to order at 7:00 P.M. and stated some guidelines for the meeting.

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

Motion 17-20 J. Hodder, P. Clark

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

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

Carried

Motion 18-20 J. Hodder, P. Barclay

Be it resolved that we approve the Agenda of the May 19, 2020, meeting.

Carried

Motion 19-20 S. Martin, P. Clark

Be it resolved that we approve the minutes of the board meeting dated April 21, 2020

Carried

Motion 20-20 P. Clark, P. Barclay

Be it resolved that we approve the Accounts Payable Register for April, 2020, with invoices and payments in the amount of \$17,899.31.

Carried

CEO/ Head Librarian's Report:

- **Statistics**

The statistics for active circulation are not available as the Library has been closed since March 15. However, Rose presented a verbal report outlining E-Resource use and Social Media Outreach.

- **Library Literary Events** – Cancelled due to COVID-19 Pandemic
- **Coffee, Conversation & Books** – Cancelled due to COVID-19 Pandemic
However, the staff is looking into doing this program as an on-line possibility with videos.
- **The Great Divide Trail Walking Challenge, April-August, 2020**
This event has been able to be planned and implemented all on-line due to the Pandemic.
There has been a wonderful response to this challenge and the results are posted weekly on the newsletter that is being sent out.
- **On-line Resources and On-line Programming**
These resources are available for patrons while the Library is closed due to the Pandemic. As well, on-line Programming being offered while Library is closed due to Pandemic.

Motion 21-20 G. Little, S. Martin

Be it resolved that SPL continue to provide programming and support to its patrons to provide online service, programming, resources, support and communication;

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

Be it further resolved that these recommendations be reviewed at the next scheduled Board meeting on June 16, 2020.

Carried

New Business

- **Possible Re-opening protocols**

Rose suggested the following protocols for re-opening the Library once allowed by the Provincial government. These are:

- i) All materials returned will be stored in heavy construction bags, labelled with date and time of removal from the drop-box bin for 72 hours before they are handled by staff wearing gloves. For instance, those books that come in on a Tuesday, will be handled and entered into the system the following Friday. Those that come in on a Wednesday, will be entered on the system on the following Saturday, etc.
- ii) When the check-ins are done, the holds will be processed and bundled for each client.
- iii) After the back-log of holds are dealt with from the check-ins, then we will start pulling the holds that are waiting in the system.
- iv) After this has been done, we will place each client's books in bags and arrange for times for pick-ups at the front door.

This is a suggested protocol and we will proceed as above to determine if it is working efficiently. If not, the protocols will be changed if and when necessary.

Motion 22 -20 S. Martin, P. Barclay

That we now adjourn at 7:40 p.m., to meet again June 16, 2020, at 7 pm., or at call of the Chair.

Carried

*Minutes for Shelburne Public Library Board Meeting
Tuesday, June 16, 2020*

Present: Geoff Dunlop Margaret Mercer Shane Hall
 Paul Barclay James Hodder Gail Little
 Sharon Martin Patricia Clark

Also Present: Rose Dotten, CEO/ Head Librarian, Gord Gallaugh, Treasurer

Regrets: Mikal Archer

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

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

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

Motion 23-20 M. Mercer, P. Barclay

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

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

Carried

Motion 24-20 J. Hodder, P. Barclay

Be it resolved that we approve the Agenda of the June 16, 2020, meeting.

Carried

Motion 25-20 P. Barclay, P. Clark

Be it resolved that we approve the minutes of the board meeting dated May 19, 2020

Carried

Motion 26-20 J. Hodder, M. Mercer

Be it resolved that we approve the Accounts Payable Register for May, 2020, with invoices and payments in the amount of \$29,991.23.

Carried

CEO/ Head Librarian's Report:

- **Statistics**

The statistics for active circulation are not available, as the Library has been closed since March 15. However, Rose presented a verbal report outlining E-Resource use and Social

Media Outreach.

- **The Great Divide Trail Walking Challenge, April-August, 2020**

This event has been implemented on-line despite the Pandemic. There has been a terrific response to this challenge and the results are posted weekly on the newsletter that is being sent out.

- **On-line Resources and On-line Programming**

These resources are available for patrons while the Library is closed due to the Pandemic. As well, on-line Programming is being offered while Library is closed.

The PressReader App that allows patrons to download magazines has been getting a lot of use by our patrons and appears to be well-received.

All staff are in training to use a new App called Beanstack which is going to be used for the TD Summer Reading Program. This App allows patrons (children and adults) to track the number of books they have read, the minutes they have read and the pages they have read. It will allow the children, in particular, to get various “awards” for so many books read, time spent reading, pages read, etc., which should add an extra level of fun for the children during the summer reading program.

Our recently-hired summer student is already working with the Children’s librarian to prepare all the materials for the TD Summer Reading program. The Program will be on-line this summer with various on-line programming activities offered throughout the 6 weeks of the program.

The teen programming is also being prepared as it will also be on-line with a number of different on-line programs held over the summer.

Business

- **General protocol during COVID-19 Pandemic**

Motion 27-20 G. Little, S. Martin

Be it resolved that SPL continue to provide programming and support to its patrons to provide online service, programming, resources, support and communication;

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

Be it further resolved that these recommendations be reviewed at the next scheduled Board meeting on July 21, 2020.

Carried

- **Protocol for COVID-19 pandemic/Curbside Pickup**

Rose suggested the following protocols for re-opening the Library once allowed by the Provincial government. These are:

- i) All materials returned will be stored in heavy construction bags, labelled with date and time of removal from the drop-box bin for 72 hours before they are handled by staff wearing gloves. For instance, those books that come in on a Tuesday, will be handled and entered into the system the following Friday. Those that come in on a Wednesday, will be entered on the system on the following Saturday, etc.
- ii) When the check-ins are done, the holds will be processed and bundled for each client.
- iii) After the back-log of holds are dealt with from the check-ins, then we will start pulling

- the holds that are waiting in the system.
- iv) After this has been done, we will place each client's books in bags and arrange for times for pick-ups at the front door.

This is a suggested protocol and we will proceed as above to determine if it is working efficiently. If not, the protocols will be changed if and when necessary.

Rose reported that the protocol is working well and staff and patrons are adapting to the "new normal".

- **Approval of BDO Financial Statements for 2019**

The library Treasurer, Gord Gallaughier, was available on-line to answer any questions by the Board. An information sheet that he prepared is attached to these minutes.

Motion: 28-20 S. Martin, G. Little

Be it resolved that the Shelburne Public Library Board approve the draft financial statements for the year 2019 as prepared by BDO and circulated.

Carried

- **Canada Summer Jobs Grant**

Rose reported that the library received the Canada Summer Jobs Grant for 1 student. The grant this year pays for the entire wages for 1 student for 30 hours/week for 9 weeks. In previous years, the grant has only paid for about ½ the hourly wages for the student(s). Rose reported that a student has been hired and she began work on June 10, 2020, and will work until August 12, 2020.

- **Building Maintenance Issues**

Rose reported that a number of maintenance issues are being dealt with, specifically, emergency lights, lights in building, furnace, drainage, and landscaping.

- **In Camera Session – not needed**

Motion 29 -20 M. Mercer, G. Little

That we now adjourn at 8:00 p.m., to meet again July 21, 2020, at 7 pm., or at call of the Chair.

Carried

*Minutes for Shelburne Public Library Board Meeting
Tuesday, July 21, 2020*

Present: Geoff Dunlop Margaret Mercer Shane Hall
Paul Barclay James Hodder Gail Little
Sharon Martin Patricia Clark

Also Present: Rose Dotten, CEO/ Head Librarian

Regrets: Mikal Archer

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

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

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

Motion 30-20 S. Hall, G. Little

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

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

Carried

Motion 31-20 P. Clark, S. Martin

Be it resolved that we approve the Agenda of the July 21, 2020, meeting, as amended.

Carried

Motion 32-20 P. Clark, S. Martin

Be it resolved that we approve the minutes of the board meeting dated June 16, 2020, as amended.

Carried

Motion 33-20 P. Clark, S. Martin

Be it resolved that we approve the Accounts Payable Register for June, 2020, with invoices and payments in the amount of \$24,402.63.

Carried

CEO/ Head Librarian's Report:

- **Statistics**

The statistics for active circulation are not available, as the Library has been closed since March 15, 2020. However, Rose presented a verbal report outlining E-Resource use and Social Media Outreach.

- **The Great Divide Trail Walking Challenge, April-August, 2020**

This event has been implemented on-line despite the Pandemic. There has been a terrific response to this challenge and the results are posted weekly in the newsletter that is being sent out.

- **On-line Resources and On-line Programming**

These resources are available for patrons 24/7. As well, on-line Programming is being offered while Library is closed due to Pandemic. The programs are available on the Library You Tube channel after the specific dates.

The PressReader App that allows patrons to download magazines has been getting a lot of use by our patrons and appears to be well-received.

All staff are in training to use a new App called Beanstack which is being used for the TD Summer Reading Program. This App allows patrons (children and adults) to track the number of books they have read, the minutes they have read and the pages they have read. It will allow the children, in particular, to get various "awards" for so many books read, time spent reading, pages read, etc., which should add an extra level of fun for the children during the summer reading program.

The TD Summer Reading Program is well on the way with materials being prepared and distributed to children and families who have registered. Each child will be able to pick up a bag containing labelled craft materials as well as then watching the instructional videos that explain how to make the craft.

The Teen programming also has similar elements in that the teens pick up a large colourful bag with all the material for the Take and Make craft. In conjunction with this, Jade prepares a video explaining how to make one of the lovely craft items.

Every Tuesday as well, Rose and Jade prepare a video outlining the latest Adult Reading Challenge and talk about books they have recently read.

Business

- **Stage 3 Opening/Protocols**

Rose presented a discussion paper on protocol for the re-opening of the library. Pros and Cons were discussed, with factors such as the limited number of patrons that could be served at one time in the building and the need to quarantine and continually sanitize materials and surfaces particularly computers. The conclusion was that curbside pickup is working well and serving our patrons along with the online programming we offer. It seemed advisable to wait until

September, after a few other libraries have experimented with opening protocols and we can see what the Pandemic situation is like at that time.

Motion 34-20 S. Hall, M. Mercer

Be it resolved that SPL continue to provide programming and support to its patrons to provide online service, programming, resources, support and communication;

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

Be it further resolved that these recommendations be reviewed at the next scheduled Board meeting on August 18, 2020.

Carried

- **Building Maintenance Issues**

Rose reported that a number of maintenance issues are being dealt with, specifically, emergency lights, lights in building, furnace and landscaping.

Motion 35-20 S. Martin, M. Mercer

Be it resolved that the SPL Board accept the quotation from Hill & Dale Landscaping Company in the amount of \$7,037.89 including applicable taxes.

Carried

- **DC (Development Charges)**—deferred to next Board meeting

- **Staff Reimbursement**

Motion 36-20 G. Little, P. Barclay

Be it resolved that we approve a monthly allocation of \$35.00 to full-time staff for the use of their cell phone for library business starting April 1, 2020, and to one part-time staff a flat sum of \$100.00.

Carried

- **In Camera Session – not required**

Motion 37 -20 M. Mercer, G. Little

That we now adjourn at 8:29 p.m., to meet again August 18, 2020, at 7 pm., or at call of the Chair.

Carried

*Minutes for Shelburne Public Library Board Meeting
Tuesday, August 18, 2020*

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

Also Present: Rose Dotten, CEO/ Head Librarian,

Regrets: Shane Hall, Patricia Clark

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

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

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

Motion 38-20 J. Hodder, S. Martin

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

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

Carried

Motion 39-20 M. Mercer, M. Archer

Be it resolved that we approve the Agenda of the August 18, 2020, meeting, as amended.

Carried

Motion 40-20 P. Barclay, M. Mercer

Be it resolved that we approve the minutes of the board meeting dated July 21, 2020, as amended.

Carried

Motion 41-20 J. Hodder, P. Barclay

Be it resolved that we approve the Accounts Payable Register for July, 2020, with invoices and payments in the amount of \$38,917.84.

Carried

CEO/ Head Librarian's Report:

- **Statistics**

The statistics for active circulation are not available, as the Library has been closed since March 15, 2020. However, Rose presented a verbal report outlining E-Resource use and

Social Media Outreach.

- **The Great Divide Trail Walking Challenge, April-August, 2020**

This event has been implemented on-line despite the Pandemic. There has been a terrific response to this challenge and the results are posted weekly in the newsletter that is being sent out.

- **On-line Resources and On-line Programming**

The on-line resources that we have are available for patrons 24/7. These resources include the many databases on our web-site, as well as the on-line magazine app PressReader and the on-line digital and audio books through OverDrive and Libby. As well, there is on-line Programming being offered while the Library is closed. The programs are also available on the Library You Tube channel after the specific dates when they are originally shown.

The PressReader App allows patrons to download magazines and has been getting a lot of use by our patrons.

The Beanstack app which is used to help the children track their pages/hours read was well-received and the children enjoyed being able to track various statistics for their reading

The Summer Reading Programs for both the Children and Teens are being completed over the course of the next couple of weeks. At the next meeting we will present the statistics relating to the TD Summer Reading Program for children and Teens.

Every Tuesday as well, Rose and Jade prepare a video outlining the latest Adult Reading Challenge and talking about books they have recently read.

Motion 42-20 S. Martin, P. Barclay

Be it resolved that the Librarian's Report be received.

Carried

Business

- **Stage 3 Opening/Protocols**

Last month, Rose presented a discussion paper on protocol for the re-opening of the library and the board discussed the Pros and Cons with factors such as the limited number of patrons that could be served at one time in the building and the need to quarantine and continually sanitize materials and surfaces particularly computers. The conclusion was that curbside pickup is working well and serving our patrons along with the online programming we offer. It seemed advisable to wait until after the schools are opened to see what happens then.

Motion 34-20 M. Mercer, M. Archer

Be it resolved that SPL continue to provide programming and support to its patrons to provide online service, programming, resources, support and communication;

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

Be it further resolved that these recommendations be reviewed at the next scheduled Board meeting on September 22, 2020.

Carried

- **DC (Development Charges)**

There was an informal discussion with the Board about the possibilities for use of the Development Charge money that municipalities receive for new developments. In particular, the Town of Shelburne has a large sum on hold. However, it must be used for special growth related projects and resources.

- **In Camera Session – not required**

- **Next meeting**

The Board decided to delay the next meeting of the board to one week later than normal so that it will be after the schools have been in session and the ramifications can be accessed in relation to the library opening.

Motion 44 -20 G. Little, S. Martin

That we now adjourn at 8:21 p.m., to meet again September 22, 2020, at 7 pm., or at call of the Chair.

Carried



Grand River Conservation Authority

Summary of the General Membership Meeting – September 25, 2020

This meeting was held virtually and streamed live for the public on

[GRCA's Board Webcast Page](#)

To GRCA/GRCF Boards and Grand River watershed municipalities - Please share as appropriate.

Action Items

The Board approved the resolutions in the following reports as presented in the agenda:

- GM-09-20-63 - Financial Summary
- GM-09-20-65 - Correspondence - Centre Wellington Tier 3 Water Budget Study

Information Items

The Board received the following reports as information:

- GM-09-20-60 - Budget 2021 (Draft #1)
- GM-09-20-59 - Budget 2021 (Draft #1) - Municipal Levy Apportionment
- GM-09-20-58 - Cash and Investment Status
- GM-09-20-62 - Request for Handling Remains (cremation or alkaline hydrolysis) on GRCA Property
- GM-09-20-64 - Brantford Ice Jam Mitigation Feasibility Study Consulting Contract
- GM-09-20-61 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- Prakash Ventkataraman - Scattering of Ashes on GRCA Properties
- Hunter and Associates - Fergus/Elora Water Supply Master Plan and Tier 3
- Robert Nash - Critical Bank Swallow Habitat - LJM Development Property
- Jan Beveridge - Concerning Report GM-09-20-65 - Correspondence-Centre Wellington Tier 3 Water Budget Study

Delegations

The Board heard from the following delegations:

- Karen Buratynski (OFSC District 9), Paul Shaughnessy (OFSC), and Patrick Connor (Ontario Trails Council) – Snowmobiling on GRCA Trails
- Prakash Ventkataraman - Scattering of Ashes on GRCA Properties

For full information, please refer to the [September 25 Agenda and Addendum Packages](#). Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following the next meeting of the General Membership scheduled on October 23, 2020.

You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.



Nottawasaga Valley
Conservation Authority

September 28, 2020

The Township of Amaranth
c/o Nicole Martin, CAO/Clerk-Treasurer
374028 6th Line
Amaranth, Ontario
L9W 0M6

Dear Mayor MacIvor & Council:

Please find the 2021 Nottawasaga Valley Conservation Authority (NVCA) Draft Budget Booklet at <https://www.nvca.on.ca/Shared%20Documents/NVCA%202021%20DRAFT%20budget.pdf>. This draft budget was received and approved for circulation and input for the 30 day review period, at the September 25, 2020 NVCA Board meeting. Please forward any comments to the undersigned by November 27, 2020.

The NVCA is also pleased to introduce the budget companion, the 2021 Program Overview provides simple, understandable information about how our budget is allocated, what our goals and objectives are both for the current year and future year, along with what has been achieved by our team. It can be found at <https://www.nvca.on.ca/Shared%20Documents/2021%20Program%20Overview.pdf>

The NVCA worked very diligently to address the impacts of COVID-19 without adversely impacting our member municipalities. The Township of Amaranth's proposed 2021 levy contribution is \$5,611.84 an increase of \$105.60 over 2020. The capital asset levy will be \$307.42. This represents a total of \$5,919.26 contribution for 2021.

Please contact Haleigh Ferguson at 705-424-1479 ext. 272 or hferguson@nvca.on.ca if your council would like to schedule a deputation or a meeting with staff to discuss this draft budget. We believe the 2021 draft budget represents a wise investment for the long term health of our environment and our local economy.

Yours truly,

A handwritten signature in black ink, appearing to read "Doug Hevenor".

Doug Hevenor
Chief Administration Officer

Copies: NVCA Board Member, Cllr. Gail Little
Fazal Quadri, Treasurer

September 15, 2020

Hon. Caroline Mulroney
5th Floor, 777 Bay St.
Toronto ON, M7A 1Z8

Dear Hon. Caroline Mulroney,

Please be advised that at the Regular Meeting of Council on August 24, 2020, the Council of Loyalist Township passed the following resolution:

Resolution No. 2020.33.11

Moved by: Councillor Porter

Seconded by: Councillor Townend

Whereas the Ontario government, in partnership with the federal government, is delivering on its commitment to provide up to \$4 billion in urgently needed one-time assistance to Ontario's 444 municipalities;

And Whereas in addition to the support for municipalities, the government is providing over \$660 million in the first phase of transit funding to the 110 municipalities with transit systems to provide immediate relief from transit pressures, such as lower ridership, as well as for new costs due to COVID-19, such as enhanced cleaning and masks for staff;

And Whereas in the second phase, additional allocations will be provided based on expenses incurred to ensure the funding meets the needs of municipalities;

And Whereas as part of the Safe Restart Agreement with the federal government, up to \$2 billion is being provided to support public transit in Ontario;

And Whereas Ontario Regulation 191/11 being the Integrated Accessibility Standards, which applies to every designated public sector organization including municipalities, establishes accessibility standards, including transportation and as such, recognizes ferries as a form of public transportation;

And Whereas many municipalities located along large bodies of water such as Lake Ontario, including the Township of Frontenac Islands and Loyalist Township, are only accessible by public ferries which are connecting links to mainland highways and roads and form part of Ontario's road systems, making them critical public services;

And Whereas due to the COVID-19 Pandemic and restrictions placed on ferry services by Transport Canada as well as public health guide lines, ferry transit, similar to conventional transit, has experienced reduced ridership, additional costs to cover increased sanitization and requirement for masks for ferry operators, and reduced revenue due to the inability to collect cash fares;

Therefore, Be It Resolved that Loyalist Township requests that the Ministry of Transportation support the Canadian Ferry Association's request that ferries be considered part of the local transit system and that lost revenue be eligible for reimbursement;

And Further That a portion of the (pandemic) Federal funds be allocated towards municipal transportation ferry revenue loss and ferry expenditures resulting from the pandemic;

And that this resolution be circulated to all Ontario municipalities.

Regards,

A handwritten signature in black ink, appearing to read "BTeeple".

Brandi Teeple
Deputy Clerk
Loyalist Township

cc. All Ontario Municipalities



Transmitted via Email

September 16, 2020

RE: TOWN OF GRAVENHURST RESOLUTION – Designation of August 1st as Emancipation Day in Canada

At the Town of Gravenhurst Committee of the Whole meeting held on *September 15, 2020*, the following resolution was passed:

Moved by Councillor Klinck
Seconded by Councillor Cairns

BE IT RESOLVED THAT the motion from the Township of Huron-Kinloss from August 28, 2020 re designation of Emancipation Day in Canada be received;

AND THAT the Town of Gravenhurst supports a national designation of August 1st as Emancipation Day;

AND FINALLY THAT a copy of this motion is sent to all Ontario municipalities.

CARRIED

We trust the above to be satisfactory.

Sincerely,

Melanie Haki

Melanie Haki
Administrative Clerk 2, Legislative Services

From: [Municipal Finance Officers Association of Ontario](#)
To: [Deputy Clerk of Amaranth](#)
Subject: New CBC Regulation Filed and Came Into Force Today
Date: Friday, September 18, 2020 6:03:11 PM



Hello ,

New CBC Regulation Filed and Came Into Force Today

Important - On September 18th, the remaining amendments that were made to the *Development Charges Act* (DCA) and the *Planning Act* (PA) by *Bill 108, the More Homes, More Choice Act*, and, *Bill 197, the COVID19 Economic Recovery Act* were **proclaimed**. In addition, a **new regulation** under the PA was made, as well as technical changes to regulations under the PA, DCA and *Building Code Act* in order to finalize the framework for development charges, community benefits and parkland.

As of today, municipalities will have **two years** to transition to the new regime. Municipalities that use the alternative parkland dedication rate will have two years to update their parkland dedication by-law. Minister Clark sent a letter to Heads of Council the afternoon of September 18, 2020.

Community benefits charge (CBC) regulation under the Planning Act

The new CBC regulation under the *Planning Act* was filed and came into force on September 18, 2020. Refer to O.Reg. 509/20 [COMMUNITY BENEFITS CHARGES AND PARKLAND](#) under the PA.

Highlights of the decision (ERO [019-0183](#)):

- Maximum CBC is set at 4% of land value for any particular residential development;
- Municipalities will need to prepare annual reports for the CBC special account and parkland dedication special account;
- CBC-exempt development include, but are not limited to: long-term care homes, retirement homes, universities and colleges, non-profit housing;
- Further details and timelines for appraisals for community benefits are provided; and,
- Additional information is provided about contents required for a community benefits strategy, community planning permit systems, among other items.

Changes to the Development Charges Act, 1997

According to the decision (ERO [019-0017](#)), the following change to the DCA came into effect on September 18, 2020:

- Eligible services under the DCA will no longer be subject to a mandatory 10% discount.
- Municipalities can update their DC by-laws any time after this date to recover 100% of eligible costs of services.
- Municipalities have up to two years to continue charging for services that will no longer be eligible for recovery through DCs (e.g. municipal parking)

Additional changes came into force on January 1, 2020. Please see below.

Changes to O. Reg. 82/98 under the Development Charges Act, 1997

According to the decision (ERO [019-0184](#)), the following change to O. Reg. 82/98 under the DCA came into effect on September 18, 2020:

- DC exemption for additional units such as ancillary structures to new and existing homes and in existing rental buildings

A reminder that the following changes to O. Reg. 82/98 under the DCA came into effect on January 1, 2020:

- Freezing of DCs for a limited time earlier in the development process when a site plan application, or in its absence, a zoning application, is submitted to a municipality;
- Deferral of DCs (paid in instalments) for rental housing, non-profit housing, and institutional developments; and
- Ability to charge interest related to the DC freeze and deferral

Also refer to O. Reg. [513/20](#) (amending O. Reg. 82/98).

Join us next week at our Annual Conference for an Update from the Ministry of Municipal Affairs and

Housing

As part of our virtual Annual Conference, join MFOA and representatives from Ministry of Municipal Affairs and Housing on **Wednesday, September 23** for our updates session. This will include information on these changes to DCs and CBCs and will be followed with a Q&A period.

Not registered for our Virtual Annual Conference yet? There's still time, due to this late-breaking news, we've extended our registration deadline to **Monday, September 21 @ 5:00 pm ET.**

[Click Here](#) to register and for more information.

[Click Here](#) to View the Conference Brochure.

Our Sponsors



Contact Us:

Municipal Finance Officers' Association of Ontario
2169 Queen Street East, 2nd Floor
Toronto, Ontario, M4L 1J1
Tel.: (416) 362-9001
Fax: (416) 362-9226

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The Corporation of The Town of Amherstburg

September 21, 2020

VIA EMAIL

Hon. Lisa McLeod, Minister of Heritage, Sport, Tourism and Culture Industries
6th Flr, 438 University Ave,
Toronto, ON
M7A 1N3

Re: Request for Consideration of Amendments to Bill 108 re. The Ontario Heritage Act

At its meeting of September 14, 2020, Council passed the following for your consideration:

Resolution # 20200914-258:

"WHEREAS Royal Assent has been granted to Bill 108 entitled 'More Homes, More Choice Act, 2019' on June 6, 2019; and,

WHEREAS Schedule 11 of Bill 108 contains amendments to the Ontario Heritage Act which require appeals under the Ontario Heritage Act to be heard by the Local Planning Appeal Tribunal not the Conservation Review Board; and,

WHEREAS the Conservation Review Board is an adjudicative tribunal that, through the mandate provided by the Ontario Heritage Act, considers a number of matters such as:

- The proposed designation of a property as having cultural heritage value or interest;
- Applications for the repeal of a By-law on a specific property;
- Applications related to the alteration of a property covered by a By-law; and,
- Matters related to archaeological licensing. AND,

WHEREAS Schedule 11 of Bill 108 will come into effect on a date to be proclaimed by the Lieutenant Governor; and,

WHEREAS the Local Planning Appeal Tribunal are not experts in heritage matters unlike members of the Conservation Review Board; and,

WHEREAS the Local Planning Appeal Tribunal decisions are binding decisions unlike the Conservation Review Board non-binding recommendations; and,

WHEREAS the Ontario Heritage Act provides a means for municipalities to protect and preserve the cultural heritage value or interest of the municipality for generations to come; and,

WHEREAS the Conservation Review Board currently provides reports to municipal council's setting out its findings of fact, and its recommendations so that a final decision can be rendered by municipalities about what is valuable in their community;

WHEREAS the Town of Amherstburg remains committed to the preservation and protection of property of cultural heritage value or interest;

Website: www.amherstburg.ca

271 SANDWICH ST. SOUTH, AMHERSTBURG, ONTARIO N9V 2A5

Phone: (519) 736-0012 Fax: (519) 736-5403 TTY: (519) 736-9860

NOW THEREFORE BE IT RESOLVED THAT the Town of Amherstburg strongly recommends that Schedule 11 of Bill 108 be amended to remove the powers provided to the Local Planning Appeal Tribunal, retaining authority for hearing certain appeals by the Conservation Review Board; and,

BE IT FURTHER RESOLVED THAT the Town of Amherstburg strongly recommends that Schedule 11 of Bill 108 be amended to return the authority for final decisions to municipal council's as the elected representative of the communities wherein the property and its features of cultural heritage value exist; and,

BE IT FURTHER RESOLVED THAT a copy of this motion be sent to the Honourable Doug Ford, Premier of Ontario, Lisa McLeod the Minister of Heritage, Sport, Tourism and Culture Industries, Andrea Horwath, MPP and Leader of the Official Opposition and the Ontario NDP Party, MPP John Fraser Interim Leader of the Ontario Liberal Party, Mike Schreiner MPP and Leader of the Green Party of Ontario, Taras Natyshak MPP Essex County; and,

BE IT FURTHER RESOLVED THAT a copy of this motion be sent to the Association of Municipalities of Ontario (AMO), all MPP's in the Province of Ontario, the County of Essex and all Municipalities in Ontario for their consideration."

We strongly recommend that the Ontario government consider amendments to Bill 108 to return the final authority to municipal Council's to determine what is of cultural heritage value or interest in their communities with the benefits of the expert and professional advice provided by the Conservation Review Board.

Regards,



Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

The Right Hon. Doug Ford, Premier of Ontario
Andrea Horwath, MPP, Leader of the Official Opposition and the Ontario NDP Party
John Fraser, MPP and Interim Leader of the Ontario Liberal Party
Mike Schreiner, MPP and Leader of the Green Party of Ontario
Taras Natyshak, MPP of Essex County
All Ontario Municipalities



The Corporation of The Town of Amherstburg

September 21, 2020

VIA EMAIL

The Right Honourable Raymond Cho, Minister for Seniors and Accessibility
College Park 5th Flr, 777 Bay St,
Toronto, ON
M7A 1S5

Re: AODA Website Compliance Extension Request

At its meeting of September 14, 2020, Council passed the following for your consideration:

Resolution # 20200914-281

- “1. **WHEREAS** Section 14(4) of O.Reg 191/11 under the Accessibility for Ontarians with Disabilities Act requires designated public sector organizations to conform to WCAG 2.0 Level AA by January 1, 2021;
2. **AND WHEREAS** the municipality remains committed to the provision of accessible goods and services;
3. **AND WHEREAS** the municipality provides accommodations to meet any stated accessibility need, where possible;
4. **AND WHEREAS** the declared pandemic, COVID-19, has impacted the finances and other resources of the municipality;
5. **AND WHEREAS** the Accessibility for Ontarians with Disabilities Act contemplates the need to consider the technical or economic considerations in the implementation of Accessibility Standards;
6. **BE IT THEREFORE RESOLVED THAT** the municipality requests that the Province of Ontario extend the compliance deadline stated in Section 14(4) of O.Reg 191/11 to require designated public sector organizations to meet the compliance standards, by a minimum of one (1) year to at least January 1, 2022; **AND**,
7. **BE IT THEREFORE RESOLVED THAT** the municipality requests that the Province of Ontario consider providing funding support and training resources to meet these compliance standards.”

The impacts of the pandemic on municipal finances and resources affect the ability of municipalities to meet the January 1, 2021 deadline for full compliance with WCAG 2.0 Level AA.

We humbly request the Ontario government consider an extension request, in addition to financial support and training due to the unprecedented impacts of the global pandemic.

Regards,

A handwritten signature in grey ink, appearing to read 'T. Fowkes', is positioned above the typed name.

Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

The Right Honourable Doug Ford, Premier of Ontario
The Association of Municipalities of Ontario
All Ontario Municipalities

From: [Information](#)
To: [Nicole Martin](#)
Subject: FW: Notice of a proposal regarding the types of projects subject to requirements for a comprehensive environmental assessment under the Environmental Assessment Act
Date: Monday, September 14, 2020 8:46:01 AM
Attachments: [image001.png](#)

From: EA Modernization (MECP) <EAModernization.MECP@ontario.ca>

Sent: Friday, September 11, 2020 8:13 PM

To: EA Modernization (MECP) <EAModernization.MECP@ontario.ca>

Subject: Notice of a proposal regarding the types of projects subject to requirements for a comprehensive environmental assessment under the Environmental Assessment Act

Hello,

The Government of Ontario is committed to modernizing its almost 50-year old environmental assessment program by proposing sensible, practical changes that would ensure strong environmental oversight while reducing delays on infrastructure projects that matter most to Ontario communities.

A modernized environmental assessment program will help communities bounce back from the COVID-19 outbreak by ensuring municipalities and other proponents have more certainty, enabling the creation of jobs and allowing key infrastructure to be built faster, while maintaining strong environmental protections.

The vision of a modernized Environmental Assessment Program was set out in a discussion paper titled, “Modernizing Ontario’s Environmental Assessment Program”, which the Ministry of the Environment, Conservation and Parks (MECP) consulted on in April 2019. It was also referenced as a key commitment in the government’s 2018 Made-in-Ontario Environment Plan.

Amendments to the Environmental Assessment Act (EAA) were passed in the legislature on July 21, 2020 as part of the COVID-19 Economic Recovery Act, 2020. We are now taking the next steps by seeking input on a proposed list of projects that will be subject to Comprehensive Environmental Assessment requirements. This Project List will be set out in a regulation.

If this regulation is made, and the corresponding amendments to the EAA are brought into force, the list of projects described in the regulation will require an approval under the Comprehensive Environmental Assessment provisions (Part II.3) of the amended EAA. Until this happens, the EAA will continue to apply as it does currently.

A second regulation setting out projects that will be subject to the Streamlined Environmental Assessment provisions of the amended EAA (Part II.4) will be developed in the future. As the ministry transitions from class environmental assessments and applying exemption regulations to using a new process of Streamlined Environmental Assessments, we will be consulting on regulations that define the types of projects that would be subject to this process.

Until the Streamlined Project List is in place, the projects which undergo a Streamlined Environmental Assessment under a Class Environmental Assessment or regulation will continue to be required to do so.

How you can provide input

The government is committed to building a strong environmental assessment program that considers the input of local communities and supports getting projects off the ground quickly while building safer and stronger communities and we look forward to receiving your feedback on the proposal, including advice on which projects should be considered for inclusion in the Project List for comprehensive environmental assessments.

Details of our policy proposal, including the proposed list of projects that would be subject to a Comprehensive Environmental Assessment, are available on the Environmental Registry of Ontario [here](#) (posting 019-2377).

Please review the proposal and submit your comments via the Environmental Registry of Ontario [here](#) or directly by e-mail to EAmmodernization.mecp@ontario.ca by November 10, 2020.

If you would like to provide comments on the proposal and ask questions through a webinar forum, you may register for one of the webinars being held on October 6 and 7, 2020. To register, click on the Eventbrite link below. Once you have registered, you will receive further details, including login information, in an email that will be sent

close to the webinar date.

<https://www.eventbrite.ca/e/modernizing-ontarios-environmental-assessment-program-tickets-120537018467>

Please do not hesitate to contact the ministry at EAmodernization.mecp@ontario.ca with any questions you may have at any time.

Sincerely,

Annamaria Cross
Director
Environmental Assessment and Permissions Division
Ministry of the Environment, Conservation and Parks



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Kyle Seeback

Member of Parliament
Dufferin-Caledon



September 25, 2020

Nicole Martin
Acting CAO/Clerk
Township of Amaranth
374028 6th Line
Amaranth, ON
L9W 0M6

**Re: September 21, 2020 E-mailed Correspondence –
September 16, 2020 Council Resolution**

Dear Ms. Martin,

Thank you for forwarding a copy of Council's September 16, 2020 resolution recognizing and supporting broadband connectivity as an essential service. I also noted Council's request that both MPP Sylvia Jones and I take action through our respective governments, to declare broadband as an essential service, as well as to help facilitate telecommunication access to existing infrastructure, including underutilized or dark fibre optic network and hydro poles in support of affordable and reliable broadband expansion in all communities. I appreciate you taking the time to keep me informed on Council's initiatives and activities.

The issue of reliable and affordable internet connectivity has been and continues to be a priority for me. The lack of high-speed internet across Dufferin-Caledon is unacceptable and this issue has been exacerbated by the COVID-19 pandemic. Internet connectivity has become essential during this time, as families rely on this service to operate their businesses, communicate with loved ones, complete schoolwork, and to stay connected and informed. I also spoke about this issue in the House of Commons before the pandemic struck our country in February (you can watch my speech at <https://youtu.be/q7JEQ57vBlg>). My position is the same today: high-quality internet is a basic need for everything and everyone.

...2

Ottawa

Constituency

Room 209, Justice Building, Ottawa, ON K1A 0A6
Tel.: 613-995-7813 Fax: 613-992-9789

229 Broadway, Unit 2, Orangeville, ON L9W 1K4
Tel.: 519-941-1832 Fax: 519-941-8660

kyle.seeback@parl.gc.ca
www.kyleseeback.ca

My Conservative colleagues and I are continuously raising the issue of high speed internet for rural and remote areas with the federal government. Earlier this year, we founded a special Rural Internet Caucus where we regularly discuss the issues across Canada, share our experiences, and best practices. As a result, we're developing and presenting constructive solutions to the federal government that can and will ensure high-speed internet infrastructure in rural areas. Our latest development was the launch of a Consultation Process to Connect Rural Canadians by 2021. You can review the statement by my colleague, MP Rempel Garner, our former Shadow Minister for Industry and Economic Development, as well as the final report of the Connect Canada initiative, at www.kyleseeback.ca/internet.

I look forward to working with Ms. Jones to bring reliable and affordable internet connectivity to Dufferin-Caledon. My Conservative colleagues and I will also continue to press the federal government to act on our Rural Internet Caucus' recommendations to ensure high-speed internet infrastructure for rural areas, including this riding.

Thank you again for bringing this resolution to my attention.

Sincerely,



Kyle Seeback, M.P.
Dufferin-Caledon



MEMO TO COUNCIL - 2020-022

TO: Mayor Currie and Members of Council

FROM: Nicole Martin Acting CAO/Clerk

DATE: October 7, 2020

SUBJECT: Change in date of next council meeting

Recommendation

Council receive memo 2020-022 and change the date of the next council meeting to Tuesday October 20, 2020 at 6:00 p.m.

Background

Mayor Currie and Deputy Mayor Gerrits are at a County of Dufferin training session on Wednesday October 21, 2020 which is the next regular meeting of Council. The Deputy Mayor has asked that Council for the Township of Amaranth agree to change the next meeting date to facilitate attendance at the training session.

Summary

Council is asked to instruct staff accordingly.

Respectfully Submitted,

Nicole Martin, Acting CAO/Clerk

Nicole Martin

From: Integrity Commissioner <IntegrityCommissioner@fasken.com>
Sent: Saturday, September 26, 2020 1:01 AM
To: Nicole Martin
Subject: Termination of Integrity Commissioner Inquiries (Township of Amaranth)

Dear Ms Martin:

Please accept this formal notice of the termination of three Integrity Commissioner inquiries:

- File CC-2019-03 has been closed without a report to Council.
- File CC-2019-04 has been closed without a report to Council.
- File CC-2020-02 has been closed without a report to Council.

The parties have been notified.

Guy Giorno
Integrity Commissioner

416 865 5164
613 696 6871
Toll-free 877 609 5685

Nicole Martin

From: Integrity Commissioner <IntegrityCommissioner@fasken.com>
Sent: Friday, September 25, 2020 10:08 PM
To: Nicole Martin
Subject: Notice of Inquiry by Integrity Commissioner: File CC-2020-06 (Township of Amaranth)

Dear Ms Martin:

In response to a complaint under the Code of Conduct, I have commenced an inquiry and assigned it file number CC-2020-06.

Thank you.

Guy Giorno
Integrity Commissioner

416 865 5164
613 696 6871
Toll-free 877 609 5685

RATING BY-LAW

Tile Drainage Act, R.S.O. 1990, c. T.8, s.8

THE CORPORATION OF THE
Township of Amaranth

BY-LAW NUMBER _____-2020

A by-law imposing special annual drainage rates upon land in
respect of which money is borrowed under the *Tile Drainage Act*.

WHEREAS owners of land in the municipality have applied to the council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface drainage works on such land;

AND WHEREAS the council has, upon their application, lent the owners the total sum of
\$35,800.00 to be repaid with interest by means of rates hereinafter imposed;

The council, pursuant to the *Tile Drainage Act*, enacts as follows:

1. That annual rates as set out in the Schedule 'A' attached hereto are hereby imposed upon such land as described for a period of ten years, such rates shall have priority lien status, and shall be levied and collected in the same manner as taxes.

First Reading 2020-Oct-07
yyyy/mm/dd

Second Reading 2020-Oct-07
yyyy/mm/dd

Provisionally adopted this 07 day of October, 2020

Bob Currie
Name of Head of Council

Signature

Nicole Martin
Name of Clerk

Signature

Third Reading 2020-Oct-07

Enacted this 07 day of October, 2020

Bob Currie
Name of Head of Council

Signature

Corporate Seal

Nicole Martin
Name of Clerk

Signature

I, Nicole Martin, clerk of the Corporation of the Township
of Amaranth certify that the above by-law was
duly passed by the council of the Corporation and is a true copy thereof.

Corporate Seal

Nicole Martin
Name of Clerk

Signature

Property Owner Information*				Description of Land Parcel to Which the Repayment Charge Will be Levied					Proposed date of loan (YYYY-MM-DD)	Sum to be loaned \$	Annual rate to be imposed \$
Nilda Caceres	0	0	0	Lot:	Part Lot 13	Con:	8		2020-Nov-01	\$ 35,800.00	\$ 4,864.07
	-	-									
	294162 8th Line	Amaranth	ONT	Roll #:	2208	000	002	14800			
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TOTAL *										\$ 35,800.00	\$ 4,864.07

* If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer in the last blank space provided.Only the owner(s) of the property may apply for a loan.