



Township of East Garafraxa
Council Meeting Agenda
Meeting to be Held Electronically/Virtually
Tuesday, May 9, 2023 at 2:00 P.M.
[Zoom Meeting Registration Link](#)

1. Opening of Meeting

2. Added Items (Late Submissions – If Any)

3. Approval of Agenda

Recommended Motion:

BE IT RESOLVED THAT: The agenda be approved as circulated.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Approval of Minutes

5.1 Council Meeting Minutes for April 25, 2023

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby adopt the minutes of the Regular Council Meeting held on April 25, 2023, as circulated.

5.2 Business arising from Minutes

6. Public Question Period 2:10 p.m.

*Questions to be sent by email to Jessica Kennedy, Clerk at jkennedy@eastgarafraxa.ca no later than Monday, May 8, 2023, at noon.

7. Delegation(s) / Presentation(s)

7.1 **2:15 p.m. Township of East Garafraxa Road Needs Study, Henry Centen and Arunas Kalinauskas, R.J. Burnside & Associates Limited**

7.1.1 Road Needs Study dated April 2023

7.1.2 Presentation

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby receive the R.J. Burnside and Associates Limited Road Needs Study dated April 2023;

And further that:

1. The information be incorporated into the Township Asset Management Plan; and
2. The Capital Plan section be incorporated into the Township's 2024 Budget.

7.2 **2:30 p.m. Orangeville Library Board; Library Board Chair Sheri Marks and CEO Darla Fraser**

7.2.1 Presentation

7.3 **Trailer Agreement Extension Request**

7.3.1 Resident Request Letter

Motion for Consideration:

BE IT RESOLVED THAT: WHEREAS the owners of 182198 20 Sideroad, West Part Lot 20, Parcels 6 &7, Concession 12, entered into an agreement to have a construction site trailer on the property while constructing a new dwelling;

AND WHEREAS the owners have requested a further extension of the agreement;

NOW THEREFORE Council hereby grant an extension of the agreement to _____, 20_____, all other clauses contained within the original September 18, 2019 agreement shall apply.

7.4 **Pickleball Court – Nature’s Landing Park Sports Court**

7.4.1 Resident Request Letter

8. Public Meeting(s)

Nothing at this time.

9. Unfinished Business

9.1 **Grand Opening / Open House Discussion**

9.2 **Hybrid Meeting Systems (Verbal Update)**

9.3 **Fence Viewers**

9.3.1 Staff Report dated May 1, 2023

Recommended Motion:

BE IT RESOLVED THAT: Further to the appointment made on December 13, 2022;

Council do hereby appoint _____
as Fence Viewer(s) for the Township of East Garafraxa for the Term of Council being 2022 to 2026.

10. Public Works Department

Nothing at this time.

11. Treasury and Accounts

Nothing at this time.

12. Planning Department

12.1 Committee of Adjustment Public Hearings

12.1.1 Staff Report dated May 4, 2023

Recommended Motion:

BE IT RESOLVED THAT: Staff report dated May 4, 2023 be received;

And further that Committee of Adjustment Public Hearings (meetings) be held in accordance with option _____.

12.2 Dufferin County

12.2.1 Building Permits Uploads to MPAC for March 2023

13. County of Dufferin Business

13.1 County Council Meeting(s)

13.1.1 [May 11, 2023 County Council Meeting Agenda](#)

13.1.2 [April 13, 2023 Council Meeting Video \(YouTube\)](#)

13.1.3 [April 13, 2023 Public Meeting Video \(YouTube\)](#)

13.2 Emergency Management

13.2.1 2022 Annual Compliance Letter dated May 4, 2023

13.2.2 Emergency Management Forum – May 31, 2023

13.3 Waste Services

13.3.1 Blue Box Transition Correspondence

13.3.1.1 County of Dufferin Staff Report

14. Committees

14.1 Grand Valley & District Community Centre

14.1.1 Expansion Project Resolution

14.1.2 Minutes from March 13, 2023

14.2 Grand Valley and District Fire Board

14.2.1 Fire Department Regulatory By-Law Letter dated March 15, 2023

14.2.1.1 Proposed By-Law (See Item [19.1](#))

14.3 Grand River Conservation Authority (GRCA)

14.3.1 Summary of the General Membership Meeting – April 28, 2023

15. General Business and Correspondence

15.1 [Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023 - Legislative Assembly of Ontario \(ola.org\)](#)

15.2 2023 International Plowing Match

15.2.1 Plowing Match Press Release

15.2.2 Beautification Competition Flyer

- 15.3 **Town of Orangeville**
- 15.3.1 Committee of Adjustment
 - 15.3.1.1 Decision A03-23
 - 15.3.1.2 Decision A02-23
- 15.4 **Township of Amaranth**
- 15.4.1 Township Shared and Combined Services Resolution
- 15.5 **Provincial Highway 10 Road Safety and Traffic Study**
- 15.5.1 Town of Mono
- 15.5.2 Township of Mulmur
- 15.6 **Bill 5 – Stopping Harassment and Abuse by Local Leaders Act, 2022**
- 15.6.1 Dufferin County
- 15.6.2 Township of Mulmur
- 15.6.3 Town of Orangeville
- 15.6.4 West Lincoln
- 15.6.5 Town of Cobourg
- 15.7 **Enbridge Charges**
- 15.7.1 Enbridge Locate Charge Letter dated May 3, 2023
- 15.7.2 Township of Melancthon Letter to the Association of Ontario Road Supervisors dated April 24. 2023
- 15.7.3 Municipality of Shuniah Resolution
- 15.8 **Dufferin Board of Trade**
- 15.8.1 2023 Business Excellence Awards Gala & Annual General Meeting May 18, 2023
- 15.9 **County of Wellington**
- 15.9.1 Notice of Adoption to an Official Plan Amendment
- 15.10 **Regional Municipality of Waterloo**
- 15.10.1 Protecting the Privacy of Candidates and Donors
- 15.11 **Township of Alnwick/Haldimand**
- 15.11.1 Future Accuracy of the Permanent Register of Electors
- 15.11.2 Call to the Provincial Government to End Homelessness in Ontario
- 15.12 **Retaining Surplus Proceeds from Tax Sales**
- 15.12.1 Greater Napanee Supports Town of Essex
- 15.12.2 Town of Cobourg Supports Town of Essex and Town of Plympton-Wyoming
- 15.12.3 Municipality of Dysart et al Supports Town of Essex
- 15.13 **City of Port Colborne**
- 15.13.1 Support the Town of Grimsby regarding Changes to the Municipal Heritage Register
- 15.14 **Town of Cobourg**
- 15.14.1 Support for the Town of Town of Plympton-Wyoming Regarding Reducing Municipal Insurance Costs

15.15 School Bus Stop Arm Cameras

15.15.1 Town of Cobourg Supports the Municipality of North Perth

15.15.2 Town of Bracebridge

15.16 Northumberland County

15.16.1 Association of Municipalities of Ontario's (AMO) Call to Action on Housing and Homelessness

15.17 Township of Puslinch

15.17.1 Roadside Litter on Highway 401 Resolution

15.18 Ontario's Broadband and Cellular Strategy

15.18.1 New Interactive High Speed Internet Map

15.19 Ontario News

15.19.1 [Ontario to Celebrate the Coronation of His Majesty King Charles III May 6, 2023](#)

16. Added Items (Late Submission – If Any)

17. New Business

17.1 Procedural By-Law Review

17.1.1 Staff Report

Recommended Motion:

BE IT RESOLVED THAT: Council receive the staff report dated April 25, 2023 regarding the Procedural By-Law review;

And further that Council direct staff to proceed with the Procedural By-Law review.

18. Closed Meeting

Recommended Motion:

BE IT RESOLVED THAT: a Closed Meeting of Council be held pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reason(s):

18.1 Personal matters about an identifiable individual, including municipal or local board employees:

18.1.1 Fence Viewer Appointments

18.2 Personal matters about an identifiable individual, including municipal or local board employees; and Labour relations or employee negotiations:

18.2.1 Employee Compensation

18.3 Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board:

18.3.1 By-Law Enforcement Matter

18.4 Closed Meeting Minutes for April 12, 2023 and April 25, 2023

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby resume regular business in open session. Staff instructed in accordance with the Closed Meeting discussions.

19. By-Law(s)

Notice of the intention to pass the following:

19.1 Grand Valley and District Fire Department Regulatory By-Law

Recommended Motion:

BE IT RESOLVED THAT: Leave be given to introduce a By-Law, being a By-Law to Establish & Regulate the Grand Valley & District Fire Department and to repeal By-Law Number 29-2013, and that it be given the necessary readings and be passed and numbered 19-2023

19.2 Road Widening – Consent File B1-21 and B2-21 (Leitch)

Recommended Motion:

BE IT RESOLVED THAT: Leave be given to introduce a By-Law, being a By-Law to establish and lay out as part of the highway on which it abuts, Part Lot 6, Concession 16, being Parts 1, 2 and 3 on RP 7R-6742; in the Township of East Garafraxa, County of Dufferin, and that it be given the necessary readings and be passed and numbered 20-2023

19.3 Road Widening – Consent File B5-21 (Lundy)

Recommended Motion:

BE IT RESOLVED THAT: Leave be given to introduce a By-Law, being a By-Law to establish and lay out as part of the highway on which it abuts, Part Lot 9, Concession 17, being Part 3 on RP 7R-6759; in the Township of East Garafraxa, County of Dufferin, and that it be given the necessary readings and be passed and numbered 21-2023

20. Confirming By-Law

Recommended Motion:

BE IT RESOLVED THAT: Leave be given to introduce a By-Law, being a By-Law to Confirm the Proceedings of the Council of the Corporation of the Township of East Garafraxa at its meeting held on May 9, 2023, and that it be given the necessary readings and be passed and numbered 22-2023.

21. Adjournment

Recommended Motion:

BE IT RESOLVED THAT: Council do now adjourn to meet again for the Regular Electronic Council Meeting on Wednesday, May 24, 2023, at 2:00 p.m., or at the call of the Chair.



Township of East Garafraxa
Electronic Council Meeting Minutes
Tuesday, April 25, 2023

The Council of the Township of East Garafraxa held an Electronic/Virtual Meeting of Council by video conference at 2:00 p.m. on Tuesday April 25, 2023.

Members Present: Mayor Guy Gardhouse
Deputy Mayor John Stirk
Councillor Lenora Banfield
Councillor Dave Halls
Councillor Jeremy Zukowski

Staff/Consultants Present: Peter Avgoustis, CAO
Jessica Kennedy, Clerk
Alan Selby, Treasurer
Dave Knight, Director of Public Works
Shannon Peart, Administration/Clerk's Dept.

1. Opening of Meeting

Meeting called to order.

2. Added Items (Late Submissions – If Any)

Added item passed by resolution under item 3. Approval of Agenda.

3. Approval of Agenda

Resolution

MOVED BY BANFIELD, SECONDED BY ZUKOWSKI
BE IT RESOLVED THAT

The agenda be approved as amended pursuant to adding the following under Unfinished Business:

9.3 **Grand Opening/Open House Discussion**

CARRIED

4. Disclosure of Pecuniary Interest and General Nature Thereof

Nothing at this time.

5. Approval of Minutes

5.1 Electronic Council Meeting Minutes for April 12, 2023

Resolution

MOVED BY STIRK, SECONDED BY BANFIELD
BE IT RESOLVED THAT

The minutes of the Regular Electronic Council Meeting held April 12, 2023, be adopted as circulated.

CARRIED

5.2 Business arising from Minutes – None.

6. Public Question Period

Nothing at this time.

7. Delegation(s) / Presentation(s)

Nothing at this time.

8. Public Meeting(s)

Nothing at this time.

9. Unfinished Business

The following were received and/or dealt with:

9.1 Westside Secondary School

9.1.1 Commencement Ceremony Donation Request

Resolution

MOVED BY BANFIELD, SECONDED BY STIRK

BE IT RESOLVED THAT

Council do hereby approve the Westside Secondary School Commencement Ceremony donation request in the amount of \$150.00.

CARRIED

9.2 Senior of the Year Award

9.2.1 Nominations for the 2023 Ontario Senior of the Year Award. Deadline for Nominations is April 30, 2023

Mayor Gardhouse to submit an application for a local resident.

9.3 (ADDED) Grand Opening / Open House Discussion

Mayor Gardhouse and Councillor Banfield met with Community Living Dufferin (CLD) and Theatre Orangeville to discuss the Grand Opening event ideas. The proposed date for the Grand Opening is September 9th from 12:00 (Noon) to 4:00 p.m.

Suggested ideas include a bus tour of East Garafraxa, Barbeque and crafters sale to be organized by CLD and entertainment by Theatre Orangeville. Event to include building facility tour of CLD, Theatre Orangeville and Township areas. Local residents and services groups to volunteer. Councillor Banfield to investigate additional activities/entertainment, additional agency participation and proposed costs. Discussion ensued regarding potentially charging for tickets for the bus tour, matter to be considered further. Further information to be brought back to Council for consideration.

10. Public Works Department

Nothing at this time.

11. Treasury and Accounts

The following were received and/or dealt with:

11.1 Bills & Accounts

Resolution

MOVED BY HALLS, SECONDED BY BANFIELD

BE IT RESOLVED THAT

Bills and Accounts be paid in the amount of:

General \$ 1,041,143.34

Roads \$ 56,157.46

CARRIED

12. Planning Department

The following were received and/or dealt with:

12.1 Addressing Planning Department Capacity

12.1.1 Staff Report dated April 17, 2023

Peter Avgoustis, CAO, reported on the current processes of the planning department and highlighted areas where building extra capacity could be considered.

Discussion ensued regarding alternative avenues to be investigated.

Resolution

MOVED BY BANFIELD, SECONDED BY HALLS

BE IT RESOLVED THAT

1. Publish Service Level Standards related to the Planning Department.
2. Investigate transferring the Building Department permit reviews from the Consultants to the part-time Planning Coordinator.
3. Amend the Zoning By-law to permit additional dwelling units “as of right”.
4. Review the 2004 Zoning By-law and identify the top 3 items that could be updated/repealed to minimize the need for minor variances or by-law amendments.
5. Investigate hiring a Registered Professional Planner to focus exclusively on Township business.
6. Investigate obtaining additional funding for increasing the Planning Coordinator’s hours, or obtaining an additional Administrative Support, for administering security deposits, and returning dedicated support back to Public Works.

CARRIED

13. County Council Business

The following were received and/or dealt with:

13.1 County Council Meeting(s)

- 13.1.1 [April 13, 2023 Statutory Public Planning Meeting and Regular Meeting of Dufferin County Council Meeting Video \(YouTube\)](#)

Mayor Gardhouse reported that at the County Council meeting held after the MCR Public Meeting the County Official Plan Amendment No. 2 with respect to the Municipal Comprehensive Review Phase 1 – Growth Management Amendment was adopted and the document has been forwarded to the Minister of Municipal Affairs for approval.

- 13.1.2 [April 4, 2023 Special Meeting Minutes](#)

13.2 Committee Meetings– April 27, 2023

- 13.2.1 Infrastructure and Environmental Services – 9:00 a.m.
13.2.2 General Government Services – 11:00 a.m.
13.2.3 Health & Human Services – 1:00 p.m.
13.2.4 Community Development and Tourism – 3:00 p.m.

13.3 Dufferin County Forest

- 13.3.1 [Annual Report 2022 and Annual Work Schedule 2023](#)

14. Committees

The following were received and/or dealt with:

14.1 Grand Valley Public Library Board

- 14.1.1 Minutes from March 8, 2023

15. General Business and Correspondence

The following were received and/or dealt with:

- 15.1 **Review of Proposed Policies Adapted from A Place to Grow and Provincial Policy Statement to Form a New Provincial Planning Policy Instrument**

- 15.1.1 [Environmental Registry of Ontario 019-6813 Commenting Period to June 5, 2023](#)

15.2 Ministry of Natural Resources and Forestry

- 15.2.1 Proposed Changes to the Oil, Gas and Salt Resources Act

15.3 Ontario Land Tribunal (OLT)

15.3.1 Notice of Hearing - Ellis v. Wellington North (Township) – Zoning By-Law Amendment

15.4 **Municipality of South Huron**

15.4.1 School Bus Stop Arm Cameras

15.5 **City of Port Colborne**

15.5.1 Supporting Municipality of Trent Lakes regarding Oath of Office

15.6 **Resolution from the Town of Essex Regarding Municipalities Retaining Surplus Proceeds from Tax Sales**

15.6.1 Municipality of Shuniah

15.6.2 Municipality of Magnetawan

16. Added Items (Late Submission – If Any)

Added item Grand Opening / Open House Discussion discussed with under item 9.3.

17. New Business

17.1 **Working from Home Policy**

17.1.1 Staff Report dated April 16, 2023

Peter Avgoustis, CAO, noted the proposed policy is to provide consistency and transparency to the public. Office would be closed to the public on Fridays to allow all staff to work remotely, services would continue to be provided to residents and the public electronically. Technology components are in place as remote work/working from home was conducted throughout the COVID-19 Pandemic. It was also noted that the policy would assist with recruitment and retention.

Discussion ensued regarding the proposed working from home policy. Council are not in support of policy as presented at this time. Staff directed to review additional options and report back to Council at a future Council meeting.

Resolution

MOVED BY BANFIELD, SECONDED BY HALLS

BE IT RESOLVED THAT

Council Adopt the Hybrid Work from Home Policy with the following procedures:

1. The Township office would be closed on Fridays to the public; however, service would continue to be provided remotely/virtually.
2. For the second work from home day, administrative staff are to be separated into two camps. Team 1 will have the ability to work remotely on Tuesdays, and Team 2, will have the ability to work remotely on Wednesdays, alternating every month and,
3. When School Busses for Orangeville/East Garafraxa area schools are canceled, this will automatically trigger all staff to work from home for that day.

DEFEATED

18. Closed Meeting – 3:40 p.m. to 5:05 p.m.

Jessica Kennedy, Clerk, Alan Selby, Treasurer, Dave Knight, Director of Public Works and Shannon Peart, Administration/Clerk's Dept. left the meeting prior to the Closed Meeting. Alan Selby, Treasurer, Dave Knight, Director of Public Works and Shannon Peart, Administration/Clerk's Dept. did not return to the open session of the meeting after the Closed Meeting.

Peter Avgoustis, CAO, was Acting Clerk for the Closed Meeting.

Resolution

MOVED BY HALLS, SECONDED BY STIRK

BE IT RESOLVED THAT:

Council do hereby move to into Closed Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reason(s):

- 18.1 **Personal matters about an identifiable individual, including municipal or local board employees; and**
 Labour relations or employee negotiations
- 18.1.1 Employee Compensation

Jessica Kennedy, Clerk, returned to the meeting when the open session resumed at 5:10 p.m.

Alan Selby, Treasurer, Dave Knight, Director of Public Works and Shannon Peart, Administration/Clerk's Dept. did not return to the open session of the meeting after the Closed Meeting.

Resolution

MOVED BY HALLS, SECONDED BY BANFIELD

BE IT RESOLVED THAT

Council do hereby resume regular business in open session. Staff instructed in accordance with the Closed Meeting discussions.

CARRIED

19. By-Law(s)

Nothing at this time.

20. Confirming By-Law

Resolution

MOVED BY ZUKOWSKI, SECONDED BY STIRK

BE IT RESOLVED THAT

Leave be given to introduce a By-Law, being a By-Law to Confirm the Proceedings of the Council of the Corporation of the Township of East Garafraxa at its meeting held on April 25, 2023, and that it be given the necessary readings and be passed and numbered 18-2023.

CARRIED

21. Adjournment

Resolution

MOVED BY ZUKOWSKI, SECONDED BY HALLS

BE IT RESOLVED THAT

Council do now adjourn to meet again for the Regular Electronic Council Meeting on Tuesday, May 9, 2023, at 2:00 p.m., or at the call of the Chair.

CARRIED

Clerk

Head of Council



BURNSIDE

**Township of East Garafraxa Road
Needs Study**

**Township of East Garafraxa
065371 Dufferin County Road 3, Unit 2,
East Garafraxa, ON, L9W 7J8**



BURNSIDE

Township of East Garafraxa Road Needs Study

**Township of East Garafraxa
065371 Dufferin County Road 3, Unit 2,
East Garafraxa, ON, L9W 7J8**

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

**April 2023
30005555.0000**

Distribution List

No. of Hard Copies	PDF	Email	Organization Name
0	Yes	Yes	Township of East Garafraxa

Record of Revisions

Revision	Date	Description
0	April 2023	Initial Submission to Township of East Garafraxa
1	April 2023	Final Submission to Township of East Garafraxa

R.J. Burnside & Associates Limited**Report Prepared By:**Ethan McCaw
Transportation Planner
EM:cvh**Report Reviewed By:**Henry Centen
Senior Transportation Engineer
HC:cvh

Executive Summary

R.J. Burnside & Associates Limited (Burnside) was retained by the Township of East Garafraxa (Township) to conduct a Road Needs Study (RNS). This Road Needs Study (RNS) updates the Township's Road inventory, establishes the physical condition of the road network and determines the road maintenance and improvement needs and costs. A general prioritization of the road needs is provided, together with a recommended ten-year road improvement plan (2024 to 2033), to assist the Township in the development of a multi-year capital plan that will assist the Township in asset management planning. In addition to the ten-year maintenance and capital plans, the gravel road work proposed by the Township for 2023 has been listed on the spreadsheet in Appendix G.

Inventory of Roads

Road inventory information was collected, and road condition ratings were established in April 2022 for gravel roads and in September 2022 for hardtop roads within the Township's road network. Approximately 159.25 km of roads were inventoried in this study, comprised of:

- 115.61 km of gravel rural roads
- 6.71 km of surface treated rural roads
- 0.16 km of surface treated semi-urban roads
- 27.46 km of asphalt rural roads
- 8.97 km of asphalt semi-urban roads; and
- 0.36 km of asphalt urban roads

Maps presenting the overall surface types can be found in Appendix A, along with an Excel spreadsheet of the road network inventory and condition data.

Traffic volume ranges are estimated for the roads in this study, based upon traffic counts provided by the Township, taken at select locations in April 2022 as well as counts taken by Ontario Traffic Inc (OTI) in December 2022. Traffic volumes for a 10-year horizon period were also estimated, based on growth forecasts.

Assessment of Road Needs

A pavement condition index (PCI) was established for each road segment within the network, based on the rating system developed by the Ontario Ministry of Transportation (MTO). The PCI has been used to assess the improvement requirements for each road segment within the road network, together with functional needs of the road. An improvement matrix has been developed by Burnside for the Township that identifies the appropriate improvement type considering various factors such as the condition of the road, roadside environment, surface type, traffic volumes and

recommended best practices for the life cycle management of road network assets. The lifecycle improvements include routine maintenance, preventative maintenance, resurfacing, rehabilitation and reconstruction. A Priority Guide Number (PGN) and Priority Rating Number (PR) were developed to prioritize improvement needs.

The primary conclusions and recommendations made in this RNS are as follows:

- The conditions and improvement/maintenance needs of the roads are shown on the spreadsheet in Appendix E of this report. The condition needs (i.e., pavement condition indices) are shown graphically on a map in Appendix D of this report.
- The estimated total cost of gravel road improvement/maintenance needs in the Township is approximately \$2,803,342. This equates to an overall average of approximately \$19,449 per km of existing gravel roads (i.e., 107.116 km gravel)
- The estimated total cost of hardtop improvements/maintenance needs in the Township is approximately \$3,163,043. This equates to an overall average of approximately \$85,987 per km of existing hardtop roads (i.e., 36.785 km hardtop)
- About 69.96% of the Township's existing hardtop roads are in good/satisfactory condition, about 23.33% in fair condition and about 6.71% in poor condition.
- Roads that may warrant upgrading of surface type have been identified, based on traffic volume criteria. Where required, the preferred surface upgrade is to an asphalt surface (i.e., high class bituminous, HCB).
- Road sections with the following issues/deficiencies in road geometrics have been identified in this RNS:
 - Roads with deficient horizontal or vertical alignments
 - Roads with less than tolerable road widths
 - Upgrading of road geometrics may be considered at the time that future rehabilitation work is required to address condition needs.
- Based on input from Township staff, this study assumes the following budgets for the development of a road improvement/maintenance program:
 - Approximately \$120,000 per annum for calcium application and \$160,000 per annum for gravel crushing, trucking and application for gravel road improvement/maintenance with an additional \$35,000 for uncrushed gravel material.
 - The Township is looking to start an annual plan for asphalt road repaving with a target budget of \$100,000.
- A ten-year maintenance plan is recommended for gravel roads that includes the application of maintenance gravel/calcium application on a 3-year cycle, as shown on the spreadsheet and map in Appendix G. Routine gravel road maintenance (i.e., grading/calcium application) may be applied several times each season and is considered to be responsive and beyond the scope of the improvement/maintenance program outlined in this study.
- A ten-year capital improvement plan is recommended for hardtop roads that includes resurfacing or rehabilitation or reconstruction, in accordance with the Decision Matrix

- Model developed for this study, as well as subsequent review and prioritization analysis. The ten-year improvement model is shown on a spreadsheet and map in Appendix H.
- This study has identified the need to complete routine maintenance (i.e., crack sealing) and preventive maintenance (i.e., micro surfacing or slurry seal) as a best practice for hardtop roads. It is recommended that the Township establish an annual allowance specifically for applying cost-effective routine and preventative maintenance treatments on existing hardtop roads. Test treatments may be applied to determine a cost/benefit analysis.

Burnside gratefully acknowledges the assistance and contribution of Township staff in the preparation of this study.

Table of Contents

1.0	Introduction.....	1
1.1	Boundary Roads.....	1
1.2	Previous Planning Studies.....	2
1.3	Impact of Growth Forecasts on the Road Network.....	2
1.4	Connectivity Considerations to Provincial Highways and County Roads....	3
2.0	The Road Study.....	5
2.1	Road Inventory	5
2.2	Functional Road Classification.....	5
2.3	Traffic Considerations.....	6
2.4	Roadside Environment and Road Surface Type	8
3.0	Methodology and Analysis.....	9
3.1	Methodology to Establish Pavement Condition Rating and Road Needs ...	9
3.1.1	Roads with Poor Condition Ratings	13
3.2	Improvement Types	13
3.3	Road Condition Deterioration.....	17
3.4	Improvement Costs.....	17
3.5	Improvement Prioritization	18
3.6	Road Budget Considerations	20
4.0	Consideration of Other Needs for Establishing Road Needs	21
4.1	Surface Type Needs	21
4.2	Road Widths	23
4.3	Road Alignments	25
4.4	Road Drainage	26
4.5	Maintenance Considerations	30
4.6	Coordination with Other Projects	31
4.6.1	Coordination with Planned Bridge Improvements	32
5.0	Road Improvement Needs.....	33
5.1	Improvement Needs to Address Road Conditions (“Now” Needs).....	33
5.2	10-Year Road Improvement Plan.....	33
6.0	Asset Management and Capital Planning Considerations.....	35

Tables

Table 1: Length of Roads with Various AADT Traffic Ranges.....	7
Table 2: Roadside Environment Categorized by Surface Type.....	8
Table 3: Roads with Poor Condition Ratings (PCI <55)	13
Table 4: Road Improvement Matrix.....	16
Table 5: Existing Surface Types that May Warrant Upgrading.....	22
Table 6: Tolerable & Recommended Surface Widths for Hard-Top Roads (Based on Criteria in TAC).....	23
Table 7: Recommended Minimum Platform Widths for Gravel Roads (Based on OGRA)	24
Table 8: Summary of Gravel Roads with Deficient Widths	24
Table 9: Summary of Alignment Deficiencies.....	26
Table 10: Poor Drainage Adequacy Rating Summary.....	27
Table 11: Minimum Maintenance Standard Classifications (O.Reg.239/02, May 2018) .	31
Table 12: Planned Bridge Projects	32
Table 13: Improvement Backlog Breakdown.....	33

Figures

Figure 1: Road Connectivity Rationalization	3
Figure 2: Hard-top Road Evaluation Form	10
Figure 3: Gravel Road Evaluation Form.....	11
Figure 4: Qualitative Description of PCI Ranges.....	12
Figure 5: Asphalt Road Surface Degradation Curve	17

Appendices

Appendix A Road Inventory Maps and Table
Appendix B AADT Map
Appendix C Distress Factors for Road Conditions Assessment
Appendix D Pavement Condition Index (PCI) Map
Appendix E Road Condition Improvement Needs, Map and Table
Appendix F Benchmark Unit Cost Breakdown
Appendix G 10-Year Road Improvement Plan (Maintenance Plan)
Appendix H 10-Year Road Improvement Plan (Capital Plan)

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1.0 Introduction

R.J. Burnside & Associates Limited (Burnside) has been retained by the Township of East Garafraxa (Township) to conduct a Road Needs Study (RNS) and develop a ten-year road improvement plan. This RNS provides an inventory of the Township's road network, establishes the physical condition of the roads and determines the road maintenance and improvement needs and costs. A general prioritization of the road needs is provided, together with a recommended ten-year road improvement plan (2024 to 2033), to assist the Township in the development of a multi-year capital plan that will assist the Township in asset management planning. In addition to the ten-year maintenance and capital plans, the gravel road work proposed by the Township for 2023 have been listed on the spreadsheet in Appendix G.

A complete Road Management Plan (RMP) considers the full range of issues that may affect the ongoing maintenance, improvement, and management of a road network, culminating in the completion of a multi-year road improvement plan. Outlined in this report is the ten-year road improvement plan that has been developed by Burnside using the current road conditions, priority rating and traffic volumes of the Township's Road network.

We gratefully acknowledge the assistance and contributions of the Township staff in the preparation of this study.

1.1 Boundary Roads

The Township of East Garafraxa shares three Townline roads with adjacent municipalities, as follows:

- Caledon-East Garafraxa Townline – 3.964 km – East Garafraxa is responsible for maintenance in the summer months and Caledon is responsible for maintenance in the winter months with a 50/50 capital cost share.
- East Garafraxa-Erin Townline – 14.267 km – Erin is responsible for maintenance and capital improvements along the section from 9th Line to County Road 24 (6.862 km), while East Garafraxa is responsible for the maintenance and capital improvements along the section from East-West Garafraxa Townline to 9th Line (1.397 km), and County Road 24 to Winston Churchill Blvd. (6.008 km).
- East-West Garafraxa Townline – 14.657 km – East Garafraxa is responsible for the maintenance and capital improvements along the section from East Garafraxa-Erin Townline to the Grand River (6.166 km), while Centre Wellington is responsible for the section from the Grand River to County Road 109 (8.491 km).

The Townline roads have been included in this RNS, even where the Township has boundary road agreements that assign full responsibility (i.e., capital work and

maintenance) to the adjacent municipalities or a capital cost share agreement. Inclusion of boundary roads that are the responsibility of adjacent municipalities is intended to inform East Garafraxa on whether there are any road improvement issues that may affect their residents and that should be coordinated with the adjacent municipalities. However, the sections of the Townline roads that are under the responsibility of the adjacent municipalities have been excluded from the ten-year improvement plan that is identified in this RNS for the implementation by East Garafraxa.

1.2 Previous Planning Studies

It is understood that a RNS has not previously been completed for the Township and therefore this current study is a new study, rather than an update of previous work. Other previous planning study work has been reviewed in the completion of this RNS, including the following:

- Official plan for the Township of East Garafraxa
- 2019 Development Charges Background Study, Township of East Garafraxa; Watson & Associates Economists Ltd.; June 19, 2019.
- Dufferin County Road Network Rationalization Plan; C.C. Tatham & Associates Ltd.; April 21, 2015

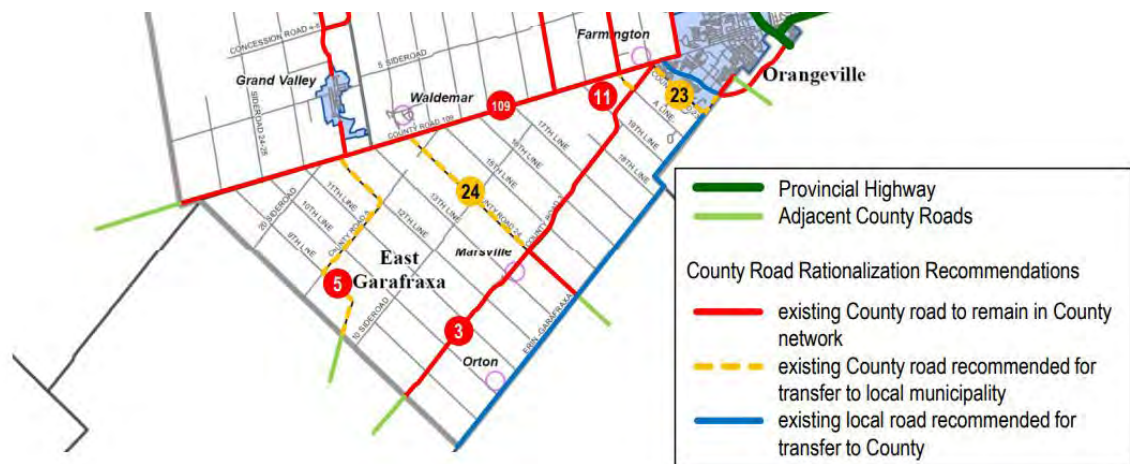
1.3 Impact of Growth Forecasts on the Road Network

Growth in the Township will have an impact on the traffic on the road network. Based on the information provided in the *2019 Development Charges Background Study*, it is forecasted that the Township's population is anticipated to increase by about 1.49% per annum between 2019 and 2029 and about 0.44% per annum between 2029 and 2036. About 53% of the population growth is anticipated to be in Marsville. In addition, it is forecasted that the Township's employment is anticipated to increase by about 4.5% per annum between 2019 and 2029 and about 1.1% per annum between 2029 and 2036.

1.4 Connectivity Considerations to Provincial Highways and County Roads

The County and Provincial Roads serving the Township are shown on Figure 1, taken from Dufferin County's 2015 Road Network Rationalization Study. Dufferin County Road 23 and County Road 24 provide north-south connectivity, while County Road 3, County Road 109 and County Road 5 provide east-west connectivity.

Figure 1: Road Connectivity Rationalization



As shown in the above Figure the County's Rationalization Study assessed the East Garafraxa-Erin Townline and the East Garafraxa-Caledon Townline for potential uploading to County jurisdiction. Additionally, County Road 5, County Road 23 and part of County Road 24 were assessed for the potential of uploading to the local municipal road network. The assessment in the Rationalization Study applied weightings to various factors to determine a point rating for a road to be considered as a County Road. The factors considered included:

- Urban settlement connector / Upper Tier connector
- Heavy industry service
- Future industry service
- Barrier service
- Traffic speed
- Traffic volume
- Continuity with the County
- Connects to neighbouring County road
- Provides urban by-pass function.

Based on these factors, the Erin-Garafraxa/Orangeville Caledon Townline (East-West Garafraxa Townline to County Road 23) could be considered for transfer to the County. However, the Rationalization Study recommended that this road remain as part of the local road network, given that the area is already served by nearby upper tier roads (i.e., County Road 3 and Wellington County Road 18).

The Rationalization Study also recommended that County Road 23 be considered for transfer to the local municipality, due to the north-south redundancy that it provides to County Road 109. However, County Road 23 continues to remain under the County's jurisdiction and therefore it is assumed that this will remain the case through the time period considered in this current RNS. Parts of County Road 5 and County Road 24 were also identified for potential transfer to the local municipality; however, no such transfers have been implemented.

2.0 The Road Study

2.1 Road Inventory

A total of 159.25 km of roads were inventoried as part of this study, including 139.94 km under the responsibility of East Garafraxa, 8.49 km under the responsibility of Centre Wellington, 6.86 km under the responsibility of Erin and 3.96 km under shared responsibility of East Garafraxa and Caledon. Roads have been identified by their road names and identification numbers and road segments have been identified by reference to their location with respect to intersecting roads. The road database and road inventory mapping are provided in Appendix A for reference purposes.

The database and mapping are fully integrated within a GIS database and each section has been assigned a unique ID number and GIS reference number. Data related to the road sections are obtained through field review of the overall road network including:

- Road ID, Name, From, To
- Length
- Road Width
- Boundary Road
- Roadside Environment: Rural, Semi-urban and Urban
- Platform Width
- Surface Width
- Shoulder Width
- Speed Limit
- Structural Adequacy Rating of the Road
- Distress Manifestation Index (DMI): various types of road distress, with quantification of the density and severity of the distress
- Ride Comfort Rating (RCR): qualitative assessment of ride comfort; and
- Calculation of the Pavement Condition Index (PCI): based on DMI and RCR, using the Ontario Ministry of Transportation (MTO) formulae.

2.2 Functional Road Classification

Based on the road classification definitions and the minimum right-of-way widths as per the Township's Official Plan, the functional classifications of the roads in the network can be defined as follows:

- **Arterial Roads:** Includes both County and Township roads. Arterial roads serve higher volumes of traffic at moderate to high speeds with limited private access points. These roads also provide vehicular and goods movement. The planned right-of-way for arterial roads is a minimum width of 30.5 m.

- **Urban Collector:** These roads are typically located within built-up areas and collect traffic from local roads and connect them to the arterial roads. Collector roads are typically utilized by local traffic with limited through traffic. Private access points can also be permitted along collector roads. The planned right-of-way for urban collector roads is a minimum width of 26 m.
- **Rural Collector:** These roads are typically located outside of built-up areas and collect regional traffic and interregional traffic from local roads. The primary focus for rural collector roads is to connect local traffic to the arterial road network at higher speeds than urban collector roads. The planned right-of-way for rural collector roads is a minimum width of 26 m.
- **Local:** These roadways typically serve local traffic with limited through traffic. The primary focus of local roads is to connect local traffic to private access points. The planned right-of-way for local roads is a minimum width of 20 m.

2.3 Traffic Considerations

Traffic volume is an important consideration for determining the road improvement needs for any particular road segment within the road network. Traffic range estimates (Annual Average Daily Traffic, AADT) for each road segment are included in the database in Appendix A. AADT volume ranges are estimated based on the traffic count work completed in April and December of 2022. Most of the roads within the Township's network are gravel roads which will experience very little traffic growth over the 10-year period of the proposed road improvement plan in this RNS. Some roads that are in proximity to County Roads, and/or planned development areas may experience some minor traffic growth over the next 10-year period.

The total length of road in the various traffic ranges are summarized in Table 1. The lengths in the Total Inventory column include all the roads inventoried (i.e., including the segments for which Centre Wellington and Erin have 100% responsibility), while the East Garafraxa Responsibility are only those for which the Township has 100%, or shared, responsibility.

Table 1: Length of Roads with Various AADT Traffic Ranges

AADT Traffic Range (vpd)	Length of Road in Traffic Range (km)	
	Total Inventory	East Garafraxa Responsibility
0 – 49	22.34	20.04
50 – 199	97.23	84.61
200 – 499	17.64	17.21
500 – 999	5.93	5.93
1,000 – 1,999	7.14	7.14
2,000 – 2,999	3.07	3.07
3,000 – 3,999	1.36	1.36
4,000 – 4,999	3.19	3.19 (2.61 Shared Responsibility)
5,000 – 5,999	1.35	1.35 (Shared Responsibility)
Total	159.25	143.90

Traffic volumes and traffic types are also important considerations in establishing the road surface needs for roads within the road network. Consideration may be given to upgrade gravel roads to an asphalt surface, for roads experiencing high traffic volumes, high truck volumes or high truck loading, or where high maintenance is an issue.

Where AADTs exceed 200 vehicles per day (vpd), upgrading of gravel road surfaces to hard top road surfaces may be considered. For AADTs in the range of 200 to 500 vpd upgrading to a low class bituminous (LCB) surface may be considered, whereas upgrading to a high class bituminous (HCB) surface is recommended for AADTs exceeding 500 vpd. Based on their local experience, Township staff have indicated that upgrading of surface type, where required, should be based on establishing HCB surfaces, as opposed to LCB surfaces. Therefore, the improvement matrix in this RNS assumes that upgrading work will be to an HCB standard.

Truck volumes typically range from a low of 3% on low volume roads (Local roads) to a high of 15% on higher volume roads (Collectors and Arterials). Based on traffic counts provided by the Township, large vehicle percentages of 0.9 to 2.4% were recorded. Based on the additional traffic counts taken by Ontario Traffic Inc (OTI), large vehicle percentages of 2.3 to 13.6% were recorded. It is recommended that future traffic counting work in the Township also delineate truck volumes, particularly if consideration is being made to upgrade the road surface types. For low volume rural roads, this study suggests that surface upgrading may be economical to consider where the percentage of trucks exceed 10% of the AADT and is over 30 trucks per day.

2.4 Roadside Environment and Road Surface Type

The corresponding roadside environment and surface type for each road segment have been identified in the database presented in Appendix A, with the surface type also illustrated on the map contained therein. For the purposes of this study, the roadside environment and surface types have been differentiated as follows:

Roadside Environment

- **Urban Environment:** Reasonably continuous development occurs along the roadway. Roadway cross-section design includes curbs and/or gutters and storm sewers.
- **Semi-Urban Environment:** Reasonably continuous development occurs along the roadway. Roadway cross-section design includes open ditches or swales and does not include curbs and/or gutters, or storm sewers.
- **Rural Environment:** Rural roads which abut scattered rural development, farmland, or undeveloped open space.

Surface Type

- Gravel
- Low Class Bituminous (LCB); and
- High Class Bituminous (HCB, Asphalt)

The roadside environment and road surface types within the Township (i.e., including boundary roads maintained by adjacent municipalities) are summarized in Table 2.

Table 2: Roadside Environment Categorized by Surface Type

Surface Type	Roadside Environment	Length (km)	Percent of Total
Earth	Rural	3.065	1.92%
Gravel	Rural	112.542	70.67%
LCB	Rural	6.707	4.21%
	Semi-Urban	0.155	0.10%
HCB	Rural	27.303	17.14%
	Semi-Urban	8.968	5.63%
	Urban	0.514	0.32%
Total		159.254	100%

Of the 159.254 km of roads inventoried, the roadside environment and surface type breakdowns can be summarised as follows:

- Roadside Environment: 149.617 km rural (93.95%), 9.123 km semi-urban (5.73%) and 0.514 km urban (0.32%).
- Road Surface Types: 3.065 km Earth (1.92%), 112.542 km gravel (70.67%), 6.862 km LCB (4.31%) and 36.785 km HCB (23.10%).

3.0 Methodology and Analysis

This study uses modifications of various procedures for the evaluation of the condition of the roads including the following:

- SP-024 Manual for Condition Rating of Flexible Pavements – Distress Manifestations, Ministry of Transportation, 1989
- SP-025 Manual for Condition Rating of Gravel Surface Roads, Ministry of Transportation, 1989
- The Formulations to Calculate Pavement Condition Indices, Ministry of Transportation, 2007; and
- Inventory Manual for Municipal Roads, Ministry of Transportation, 1991

The inventory also includes the development of GIS mapping, and related database for the Township's roads.

3.1 Methodology to Establish Pavement Condition Rating and Road Needs

A visual assessment of the road network was completed in the field in April 2022 (review of gravel roads) and September 2022 (review of hardtop roads) to determine the condition rating of the road surface for each road segment. Specific pavement distress ratings were assigned for 15 different distress types for all the hard-top road sections, based generally on the "Flexible Pavement Condition Evaluation Form" developed by the Ontario Ministry of Transportation, as illustrated in Figure 2.

HARDTOP PAVEMENT CONDITION EVALUATION FORM																																																																							
Survey Date: _____					Section ID: _____																																																																		
Road (Street) Name: _____					Section Length _____					km																																																													
Location from: _____					to: _____																																																																		
Comments: _____																																																																							
<p align="center">Ride Comfort Rating (at posted speed)</p> <table border="1"> <thead> <tr> <th>10</th><th>9</th><th>8</th><th>7</th><th>6</th><th>5</th><th>4</th><th>3</th><th>2</th><th>1</th><th colspan="5">Severity of Distress (Si)</th><th colspan="5">Density of Distress (Di)</th></tr> <tr> <th rowspan="2">Very Good</th><th colspan="3" rowspan="2">Good</th><th colspan="3" rowspan="2">Fair</th><th colspan="2" rowspan="2">Poor</th><th rowspan="2">Very Poor</th><th rowspan="2">Very Slight</th><th rowspan="2">Slight</th><th rowspan="2">Moderate</th><th rowspan="2">Severe</th><th rowspan="2">Very Severe</th><th>Few</th><th>Intermittent</th><th>Frequent</th><th>Extensive</th><th>Throughout</th></tr> <tr> <th><10</th><th>10-20</th><th>20-40</th><th>40-80</th><th>>80</th></tr> </thead> </table>															10	9	8	7	6	5	4	3	2	1	Severity of Distress (Si)					Density of Distress (Di)					Very Good	Good			Fair			Poor		Very Poor	Very Slight	Slight	Moderate	Severe	Very Severe	Few	Intermittent	Frequent	Extensive	Throughout	<10	10-20	20-40	40-80	>80												
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Similar to the condition rating system developed for hard-top roads, Burnside developed the “Gravel Condition Evaluation Form” illustrated in Figure 3. The form incorporates rating schema from the Inventory Manual for Municipal Roads (Ontario Ministry of Transportation, 1991), such as the Structural Adequacy (SA) and Drainage Rating (DR). The various distress types shown in the form have been collected in the field to support the overall Structural Adequacy Rating (scale from 1 to 20). The gravel road condition review also included establishing a Ride Comfort Rating (scale from 1 to 10) and a

Drainage Rating (scale from 1 to 15), as well as providing comments on the specific distress observations (if any) on each gravel road section.

Figure 3: Gravel Road Evaluation Form

GRAVEL CONDITION EVALUATION FORM																																																						
Survey Date: _____					Section ID: _____																																																	
Road (Street) Name: _____					Section Length: _____ km																																																	
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The condition rating is based on a visual review of the severity, extent (density) and weighting of various distress types, as well as a Ride Comfort Rating, which reflects the rideability of the surface. A Distress Manifestation Index (DMI) is calculated using the MTO formulae from the visual distress data collected in the field. The details of the severity and extent of the distress types surveyed are included in the GIS database, which will be provided as part of the deliverables for this project. The condition rating methodology follows the procedures developed by the Ministry of Transportation for flexible pavements and surface-treated pavements (MTO, 1989) and adapted for gravel surface roads.

The calculation of the pavement condition indices (PCI) follows the methods outlined by the MTO for such calculations (MTO, 2007). A pavement condition index (PCI) has been calculated for each road section according to the following formulae:

$$\text{Asphalt: } \text{PCI} = 13.75 + (9 \times \text{DMI}) - (7.5 \times e^{(8.5 - \text{RCR})/3.02})$$

$$\text{Gravel or Surface Treatment: } \text{PCI} = 12.75 + (9 \times \text{DMI}) - (5.5 \times e^{(9.94 - \text{RCR})/3.46})$$

Where:

- DMI = Distress Manifestation Index, which is a systematic method of classifying and assessing the visible consequences of various surface distress mechanisms. The DMI classifies distress manifestations into various categories which are given a weighing factor (W), and which are classified according to their severity (S) and density (D). A summary of the factors considered is included in Appendix C. The total DMI is obtained by summation of the distress manifestations for the relevant factors and the following formulae:

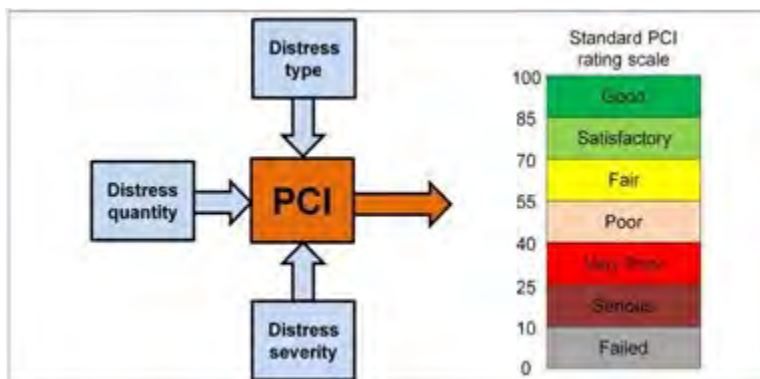
$$\text{Asphalt: } \text{DMI} = 10 \times (208 - \text{summation of } W \times (D+S))/208$$

$$\text{Gravel or Surface Treatment: } \text{DMI} = 10 \times (135 - \text{summation of } W \times (D+S))/135$$

RCR = Ride Comfort Rating, which is a subjective ride quality assessment as perceived by the traveling public and which has been determined by the field assessment of the roads.

The qualitative description of the various PCI ranges is shown in Figure 4.

Figure 4: Qualitative Description of PCI Ranges



Based on the above figure, the updated PCI is illustrated on a map in Appendix D and shown in the Excel sheets in Appendix A.

3.1.1 Roads with Poor Condition Ratings

The roads with the poorest condition ratings (PCI<55), which require reconstruction or significant rehabilitation in the “Now” time period are summarized in Table 3.

Table 3: Roads with Poor Condition Ratings (PCI <55)

Road	Surface Type	AADT (vpd)	PCI
Hilltop Crescent from Old Carriage Road to End (Cul-de-Sac)	HCB	160	43
East Garafraxa-Caledon Townline from Shaws Creek Road to A Line	HCB	4942	49
East Garafraxa-Caledon Townline from 19 th Line to Shaws Creek Road	HCB	4942	49
12 th Line from Dufferin County Road 3 to 10 Sideroad	Gravel	60	52
East Garafraxa-Caledon Townline from Caledon-East Garafraxa Townline to 19 th Line	HCB	4147	55

3.2 Improvement Types

The road improvement types considered in this study are the following:

- Routine Maintenance (RM) – responsive maintenance. For gravel roads, routine maintenance consists of grading and the application of dust suppressants. For hardtop roads, routine maintenance consists of crack sealing.
- Preventive Maintenance (PM) – micro surfacing or slurry seal. Micro surfacing and slurry seal can prevent water from infiltrating through cracks to the road base which ultimately helps prevent further deterioration of the road base and increases the length of time before more extensive treatments are required. For gravel roads, preventive maintenance consists of applying maintenance gravel (once every 3 years), grading and application of dust suppressants.
 - Routine/Preventive Maintenance can help to delay the need for more extensive rehabilitation or reconstruction. Routine/preventive maintenance is typically done when a road is in good condition.
- Resurface (R) – mill and pave (urban, semi-urban or rural roads)
 - Resurfacing treatments are typically done when a road is in fair condition. Given that the road is in fair condition, resurfacing treatments generally consist of replacing the surface of roadways with minimal (if any) work being done to the road base, aside from patching (where required). Resurfacing treatments mentioned in this RNS are not to be confused with micro-surfacing treatments, which are considered a form of preventive maintenance, which is applied to roads still in good condition with only very minor amounts of cracking.

- Rehabilitation (REH) – pulverize, partial base repair, and 1 or 2 lifts of hot mix asphalt (HMA).
 - More extensive rehabilitation treatments are applied to pavements in poor condition which have deteriorated to a point where full depth replacement of the pavement surface is required to protect the integrity of the underlying granular road base and to delay more extensive work (reconstruction) from being required. Pavement rehabilitation extends the service life of a pavement surface and its load carrying capacity by enhancing its pavement structure. This is achieved by eliminating the age-related deterioration of the pavement or increasing the thickness of the pavement layers to address any increases in traffic volume.
- Reconstruction (REC) – full depth removal, total base replacement, total curb replacement (if applicable), and 1 or 2 lifts of HMA. If grades allow, new base materials may be placed over the existing base, to minimize the extent of removal of the existing road base.
 - Reconstructions are typically done when a road is in very poor condition, or if work is being done to infrastructure beneath the road surface which will require the road to be reconstructed. If pavements are left to deteriorate, they will become weak and lose their structural integrity. As the structural integrity of the road is weakened, the pavement structure will begin to disintegrate, resulting in extensive cracking, rutting and the development of potholes. At this point in the road lifecycle, maintenance, resurfacing, or rehabilitation treatments will not be able to restore the structural integrity of the road structure. Once a minimum condition level is reached, the pavement and road base may require full reconstruction to reestablish the proper base support for the pavement surface. Applying a lesser rehabilitation treatment may result in premature failure of any newly applied pavement surface. Once the pavement degrades below a minimum recommended condition, ongoing maintenance (e.g., pothole patch work) will typically increase significantly and/or safety or user complaints may become a concern. Reconstruction is also required when the pavement needs to be improved, to cater to significant increases in projected traffic volumes or to accommodate road widening.

To determine what improvement types are warranted for certain road sections, the PCI values collected in the field were assigned to the distress trigger value ranges set for the different improvement types. The trigger value ranges set, and the corresponding improvement types are summarized in Table 4, along with the associated benchmark treatment cost estimates. In addition, the forecasted improvement effects resulting from the various life cycle treatments are shown in Table 4 (i.e., the net benefit to PCI values after a certain improvement type is implemented). Specific details on what each improvement type entails are included in Table 4, based not only on the distress trigger ranges but also on the surface type, roadside environment and the traffic volumes.

A map showing the improvement needs for the overall road network is included in Appendix E.

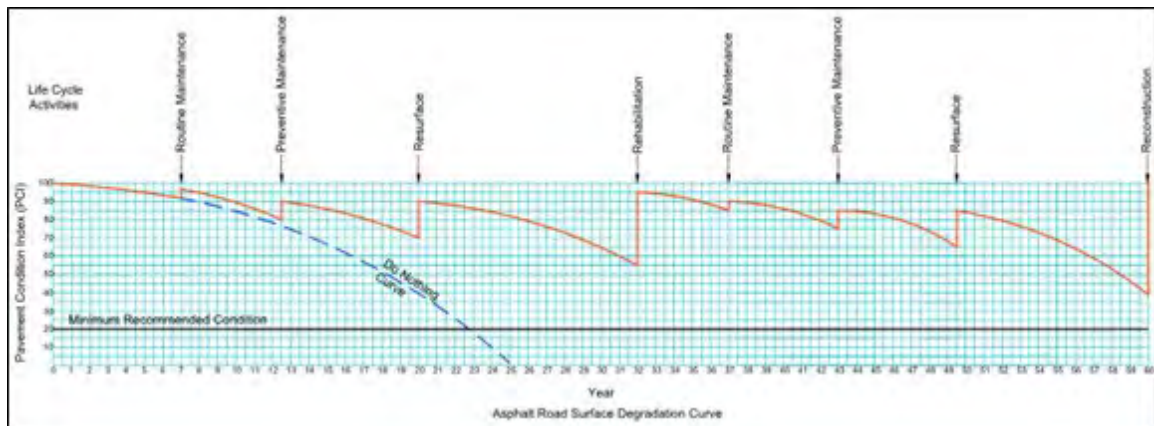
Table 4: Road Improvement Matrix

Improvement	Urban - Hard Top (HCB)			Semi-Urban or Rural - Hard Top (HCB/LCB)					Semi-Urban or Rural – Gravel / Earth				
	Post-Treatment Condition	Any AADT	Distress Triggers	Post-Treatment Condition	AADT>=1000	1000>AADT >=500	AADT<500	Distress Triggers	Post-Treatment Condition	AADT>=500	500>AADT>= 200	AADT<200	Distress Triggers
Routine Maintenance (RM)	PCI + 5	Crack Sealing [\$0.75 per m2]	95>PCI>=90	PCI + 5	HCB – Crack Sealing [\$0.75 per m2]			95>PCI>=90	N/A	N/A	N/A	Grading + dust suppressants - (Responsive Maintenance)	GCR>=60
Preventive Maintenance (PM)	PCI + 10	Micro surfacing and minor patching [\$6 per m2]	90>PCI>=80	PCI + 10	Micro-Surfacing [\$6 per m2]	Slurry Seal [\$4 per m2]		90>PCI>=80	N/A	N/A	N/A	Maintenance Gravel (Once Every 3 Years) + Calcium Chloride [\$0.55 per m2]	
Resurface	PCI + 15	Mill + 1 HMA [\$21 per m2]	80>PCI>=60	PCI + 15	1 HMA Overlay + patching + nominal shoulder repair [\$20 per m2]	1 HMA Overlay + patching [\$20 per m2]	1 HMA Overlay + patching + nominal shoulder repair [\$20 per m2]	80>PCI>=60	N/A	1 HMA + nominal base strengthening + nominal ditch repair [\$28 per m2]	1 HMA + nominal base strengthening + nominal ditch repair [\$28 per m2]	N/A	
Rehabilitation (REH)	PCI + 40	Full depth asphalt removal + 2 HMA + spot curb replacement [\$40 per m2]	60>PCI>=40	PCI + 40	Pulverize + Granular A + 2 HMA [\$41 per m2]	Pulverize + Granular A + 1 HMA [\$27 per m2]	Pulverize + Granular A + 1 HMA [\$27 per m2]	60>PCI>=40	N/A	1 HMA + partial base strengthening + nominal ditch repair [\$33 per m2]	1 HMA + partial base strengthening + nominal shoulder/ditch repair [\$33 per m2]	Partial base strengthening + nominal shoulder/ditch repair [\$12 per m2]	60>GCR>= 40
Reconstruction (REC)	PCI + 60	Full depth asphalt removal + 2 HMA + total base and curb replacement + nominal storm sewer adjustment [\$79 per m2]	PCI<40	PCI + 60	Full depth removal + 2 HMA + total base replacement + nominal shoulder/ditch repair [\$62 per m2]	Full depth removal + 2 HMA + total base replacement + nominal shoulder/ditch repair [\$62 per m2]	Full depth removal + 1 HMA + total base replacement + nominal shoulder/ditch repair [\$48 per m2]	PCI<40	PCI=100 OR GCR=100	Full depth removal + 1 HMA + total base replacement + nominal shoulder/ditch repair [\$48 per m2]	Full depth removal + 1 HMA + total base replacement + nominal shoulder/ditch repair [\$48 per m2]	Total base replacement + nominal shoulder/ditch repair [\$26 per m2]	GCR<40

3.3 Road Condition Deterioration

Typically, roadways with poor condition ratings are considered maintenance intensive. It is recognized that budget constraints may result in road sections deteriorating to conditions that require more intensive improvements than would be the case if less intensive improvements were implemented earlier in the life cycle of the road. If routine and/or preventive maintenance is applied to a road section prior to the road surface or base being significantly impacted, then the overall life of the road section can be extended. Timely preventative maintenance will extend the overall life of the road section beyond what would be achievable through a reconstruction/rehabilitation strategy alone, thus optimizing the use of the Township's resources. Figure 5 below illustrates how preventative maintenance extends the useful life of an asphalt (HCB) pavement.

Figure 5: Asphalt Road Surface Degradation Curve



3.4 Improvement Costs

The general improvement benchmark unit costs are for budget planning purposes and have been based on theoretical costs per square metre for the applicable recommended improvement standard. Improvement projects are generally completed through a combination of day labour and equipment rental, where required, or through contract work. While these unit costs are considered sufficient for planning purposes, actual costs may vary according to the following factors:

- Site-specific requirements/constraints
- Fluctuations in input costs (such as the price of oil); and
- Budget constraints requiring consideration of lesser standards (such as maintaining vertical profiles to tolerable conditions, rather than design standards, or reducing overall improvements)

It is recommended that standards be reviewed on a project specific basis as budgets are established.

Benchmark improvement costs per square metre are outlined in Table 4 and are based on recent data provided by the Township, as well as available unit cost data from similar lower-tier municipalities in Ontario (in terms of location, population, and climate). The improvement types/costs consider surface types, traffic volumes, road conditions and roadside environments and have been developed based on the Township providing all granular required for upgrades/improvements from municipal gravel pits. Since the improvement benchmark costs are estimated on a square metre basis, the improvement costs for any road section will also capture individual road widths. Given that the benchmark costs provided are based on a square metre basis (surface area), the surface area for any gravel roads being upgraded to Hot Mix Asphalt (HMA) that currently have a platform width of less than 8 m has been adjusted to represent a typical minimum desirable platform width of 8 m.

3.5 Improvement Prioritization

The MTO has developed a Priority Rating (PR) and a Priority Guide Number (PGN) formula (in the *Inventory Manual for Municipal Roads*, 1991) that can be used to prioritize road improvements based on condition ratings, improvement costs and traffic volumes.

The Priority Rating formula used in this RNS is as follows:

$$PR = 0.2 (100 - CR) \times (AADT + 40)^{1/4}$$

The higher the PR value, the higher the priority of the road section improvement relative to its condition and the traffic it is serving. This formula will help prioritize improvements that are driven by road conditions and high traffic volumes. The intent of this project prioritization method is to initially reduce the Township's backlog of projects, so that future budgets may be allocated to proactively address the full range of life cycle needs within the road network. The PR value for each road is summarized in Appendix A.

It is recommended that the Township adopt a life cycle approach to allocate budgets towards road improvement needs. Project improvements, using a lifecycle management approach may be prioritized using a Priority Guide Number (PGN). Burnside has slightly adjusted MTO's PGN formula, to reflect the condition rating methodologies developed for this study.

The PGN has built-in factors which account for asset management best practices, to strive to recommend the right treatment to the right road at the right time, based on where the road section lies within its life cycle. As described in this RNS, to be most cost-effective, timely expenditures should be made using routine maintenance,

preventive maintenance, and resurfacing treatments, rather than allowing further degradation requiring much more costly rehabilitation or reconstruction treatments.

The PGN formula used in this RNS is as follows:

$$PGN = \frac{(100 - \text{Condition Rating}) * TF * LCF}{10000 * \text{Road Width} * (\text{cost per square metre})}$$

where:

- PGN is the Priority Guide Number
- Condition Rating is the Pavement Condition Index (PCI), which is a rating out of 100
- TF is the Traffic Factor, which is an estimate of the traffic served over the life cycle of the improvement as follows:
 - routine maintenance TF = (Existing AADT + Yr. 10 AADT) x 0.38
 - preventive maintenance TF = (Existing AADT + Yr. 10 AADT) x 0.42
 - resurfacing TF = (Existing AADT + Yr. 10 AADT) x 0.5
 - rehabilitation or reconstruction TF = Yr. 10 AADT
- LCF is the Life Cycle Factor, which is the typical number of days that is assumed to be added to the pavement life as a result of the treatment, as follows:
 - 0 for routine maintenance treatments
 - 1095 for preventive maintenance treatments
 - 3650 for or resurfacing treatments
 - 7300 for rehabilitation and reconstruction treatments
- Road Width is the surface width of a given road section (in metres)

Like the PR, the higher the PGN value, the higher the priority of the road section improvement relative to its condition, the traffic it is serving and the cost of improving the section to provide the most service to traffic for the dollar expended. This provides a measure of comparison between improvement requirements of any particular road section relative to other road sections. The PGN values for each road segment are summarized in Appendix A.

In addition to the PR and PGN, a manual override to the priority of roads can be completed based on their required needs to maintain a recommended level of service for the corresponding surface type and/or surface condition. Some minor overrides to the order of priority have been made in the proposed 10-year plan to address condition related needs and/or upgrade needs to better serve the traffic volumes.

3.6 Road Budget Considerations

Based on the Township's 2023 budget plan, the Township has allocated approximately \$150,000 per annum for calcium application to all gravel roads in the road network, \$160,000 per annum for gravel crushing, trucking and application of "maintenance" gravel (i.e., 3-year top up cycle) as well as an additional \$35,000 for uncrushed gravel material to be used towards spot improvements on gravel roads. The total budget considered for gravel roads is assumed to be \$245,000 consisting of the gravel crushing costs, uncrushed gravel costs and 1/3 of the calcium costs. The Township has also expressed an interest in developing an annual hardtop road maintenance program with the annual \$100,000 OCIF grant that is received.

4.0 Consideration of Other Needs for Establishing Road Needs

In addition to the condition of roads, this study has considered several other road-related needs that may trigger certain improvement requirements for any particular road section. The other needs considered in this RNS include the following:

- Surface Type Needs – based on operational considerations (e.g., hardtop surfaces for urban and semi-urban areas, for sections with high truck traffic or for sections where the AADT volumes justify such surfaces).
- Geometric Needs – including deficiencies in horizontal/vertical alignments or surface/platform widths.
- Drainage Needs – based on the frequency of flooding on the roadway or the adequacy of roadside drainage (such as ditching and brushing).
- Maintenance considerations.
- Coordination with other projects.

It is recommended that these roads be considered independently, rather than collectively. The benefits of this approach include the following:

- Allows for a better integration into a pavement management system, where road condition will form the primary trigger for improvements.
- Provides clarity in establishing the time of needs, reason for improvement, and appropriate response.

The standards associated with the above road needs are based on the criteria outlined in the *Inventory Manual for Municipal Roads* (MTO, February 1991).

4.1 Surface Type Needs

Surface type should be appropriately designed to accommodate the volume of traffic and type of traffic, according to the MTO guidelines (*Inventory Manual for Municipal Roads*, Ministry of Transportation, 1991) and/or the Template for Life Cycle Road Improvements that has been developed for the Township in this RNS, as follows:

- Gravel Roads are typically tolerable for traffic volumes (AADT) of less than 200 vpd, however, upgrades to a hardtop surface type may be considered if the roadside environment is semi-urban or for road network connectivity/hardtop continuity, subject to budget constraints and desired Level of Service, as detailed in a previous section of this report. To minimize maintenance concerns, it is suggested that the roads that have traffic volumes exceeding 200 vpd may be considered for a hardtop surface (i.e., surface treatment for roads with an AADT of 200 to 500 vpd and asphalt for roads with an AADT over 500 vpd). While a surface treatment surface may be sufficient for roads in the 200 to 500 AADT range, it is our understanding that the Township prefers to upgrade to asphalt surfaces, where a surface type upgrade is required. Low Class Bituminous (LCB) roads can be cheaper to install but are based

- on multiple factors, such as time of year, temperature and base strength. If these factors are not satisfied, then LCB roads can result being more expensive than HCB (asphalt) roads. LCB roads are also more maintenance demanding as they require single surface treating and or repairs every seven years.
- Asphalt roads may be considered where there is a high percentage of truck traffic, to maximize the road lifecycle.

Upgrading of gravel roads or surface treated roads to asphalt may be considered for roads experiencing high truck volumes or high truck loading, or where high maintenance is an issue. As previously outlined, truck volumes typically range from a low of 3% on low volume roads (Local roads) to a high of 15% on higher volume roads (Collectors and Arterials). Based on the traffic counts provided by the Township, large vehicle percentages of 0.9 to 2.4% were recorded. Based on the additional traffic counts taken by Ontario Traffic Inc (OTI), large vehicle percentages of 2.3 to 13.6% were recorded. It is recommended that future traffic counting work in the Township also delineate truck volumes, particularly if consideration is being made to upgrade the road surface types. For low volume rural roads, this study suggests that surface upgrading may be economical to consider where the percentage of trucks exceed 10% of the AADT and is over 30 trucks per day.

The surface type considerations listed above are used as a guide to identify potential surface type needs. A review of the data in Appendix A indicates that there are a number of roads in the Township that presently meet these surface type criteria, as summarized in Table 5. Roads that are planned for upgrading should be reviewed at the detailed design stage, to ensure that the geotechnical conditions and design conditions (e.g., widths, cross section geometry, vertical and horizontal alignments, etc.) are conducive to such upgrading and/or whether additional work is required to achieve the upgrading. If additional work is required, the benchmark costs should be increased to account for any related upgrading required to support the upgraded surface type.

Table 5: Existing Surface Types that May Warrant Upgrading

Road	Road Length (m)	AADT (vpd)
Gravel Roads with AADT > 500 vpd		
18th Line from East Garafraxa-Erin Townline to Dufferin County Road 3	3072	1070
A Line from 1.05km N. of Old Carriage Road to Dufferin County Road 3	1232	722

As noted in the above table, the two gravel roads that warrant surface upgrading have AADT volumes exceeding 500 vpd.

Where budgets allow, it is recommended that surface types be upgraded to meet these minimum desirable levels of service for the applicable surface type. However, where

budget is the limiting factor, surface type standards may be reduced to tolerable standards, assuming that the road base/structure has been properly designed and constructed with appropriate maintenance applied. Where this lower standard surface type is used, a corresponding reduction in the useful life of that road is likely. In some areas, other constraints (e.g., right of way widths, horizontal or vertical curve deficiencies, etc.) may preclude the upgrading of such road sections without first addressing those factors.

4.2 Road Widths

The existing widths for the roads in the network are shown in the inventory in Appendix A. The surface widths shown represent the hard top width (excluding shoulders) for hard top roads, or the platform gravel width (travel lanes plus shoulders) for gravel roads. Recommended lane widths generally vary with traffic volume and traffic speed for higher volume roads, and according to the type of use for lower volume roads.

Hard-top Road Widths

Minimum tolerable and recommended minimum road widths for hard-top roads have been assessed according to criteria outlined in the Geometric Design Guide for Canadian Roads (Transportation Association of Canada [TAC], June 2017). The surface (i.e., through lane) width requirements for hard-top roads are outlined below in Table 6.

Table 6: Tolerable & Recommended Surface Widths for Hard-Top Roads (Based on Criteria in TAC)

Roadside Environment	Design Speed (km/h)	Road Surface Width (Two-Lane Roadways)			
		Tolerable Lower Limit	Recommended Lower Limit	Recommended Upper Limit	Tolerable Upper Limit
Rural or Semi-Urban	60 or less	5.4 m	6.0 m	7.4 m	8.0 m
	70 to 100	6.5 m	7.0 m	7.4 m	8.0 m
Urban	60 or less	5.4 m	6.0 m	7.4 m	8.0 m
	70 to 100	6.0 m	6.6 m	7.4 m	8.0 m

Note: 1. For rural or semi-urban roadways with a design speed of 70 to 100 km/h, a minimum tolerable surface width of 3.25 metres per lane was applied, which is consistent with minimum width criteria for secondary highways with an AADT less than 1,000 vpd outlined in the *Geometric Design Standards for Ontario Highways* (Ministry of Transportation Ontario, 1989).

There are no hardtop roads identified in this study that are below the minimum recommended lower width as outlined in Table 6 above.

Gravel Road Widths

The minimum gravel road surface widths (i.e., platform width, travel width plus shoulders) have been assessed according to the criteria outlined in the Geometric Guidelines for Municipal Roads (Ontario Good Roads ASSOCIATION [OGRA], 1998). The recommended minimum platform width requirements for gravel roads are outlined below in Table 7.

Table 7: Recommended Minimum Platform Widths for Gravel Roads (Based on OGRA)

Design Speed (km/h)	Minimum Platform Width for Varying AADT Traffic Volume Ranges (VPD)				
	<50 vpd	50 – 249 vpd	250 – 399 vpd	400 – 999 vpd	1,000 – 2,000 vpd
80	5.5 m	6.0 m	6.5 m	7.5 m	7.5 m
70				7.0 m	7.0 m
60				6.5 m	6.5 m
50				6.0 m	6.5 m
40				6.0 m	6.0 m

The gravel roads in the Township that have been identified to have widths that currently do not meet the recommended lower width limit are summarized in Table 8.

Table 8: Summary of Gravel Roads with Deficient Widths

Road	Road Length (m)	Posted Speed (km/h)	AADT (vpd)	Width (m)
East-West Garafraxa Townline from 20 Sideroad to Dufferin County Road 109	3065	80	100	4.5
15 Sideroad from 12th Line to 13th Line	1467	50	60	5.5
10 Sideroad from Dufferin Country Road 24 to 15th Line	1381	50	60	5.0
10 Sideroad from 16th Line to 17th Line	1359	50	60	5.0
15 Sideroad from 13th Line to End (East)	338	50	15	4.3

The gravel roads with deficient road widths are generally located on roads with very low traffic volumes (i.e., AADT equal to or less than 60 vpd), and therefore may not be considered critical in the short term (i.e., not justifying widening to address the width deficiency). It is recommended that widths be upgraded to meet minimum acceptable standards when, or if, such sections are rehabilitated or reconstructed to address condition needs.

4.3 Road Alignments

Road alignments are reviewed to determine the number of substandard horizontal/vertical curves and/or substandard gradients and/or substandard stopping sight distances (i.e., resulting from curves near driveway locations). The following criteria have been applied in the determination of alignment deficiencies, based on 80 km/h design speeds:

- Grades $\geq 8\%$; or
- Horizontal curves with radius of ≤ 250 m or stopping sight distances of ≤ 135 m; or
- Vertical crest curves with sight distances of ≤ 130 m.

Deficient horizontal curves are defined as those which do not meet the design speeds of 10 km/h over the posted speeds. However, the *Inventory Manual for Municipal Roads* (MTO, 1991) defines curves as tolerable when they meet design speeds of 5 to 15 km/h below the posted speeds, assuming they have appropriate warning signs.

The rural roads in the Township that have been identified to have alignment deficiencies are summarized in Table 9

Table 9: Summary of Alignment Deficiencies

ID Surface	Road	AADT (vpd)	Gradient Constraints	Vertical Curve Constraints	Horizontal Curve Constraints
LN1800 Gravel	18th Line (East Garafraxa-Erin Townline to Dufferin County Road 3)	1070	1	1	
LN1022 Gravel	10th Line (Bridge 9 to Dufferin County Road 5)	180	9	2	
LN1900 Gravel	19th Line (Caledon-East Garafraxa Townline to 5th Sideroad)	135	1	1	
LN1010 Gravel	10th Line (Dufferin County Road 3 to 10th Sideroad)	100		1	
SR1060 Gravel	10th Sideroad (Dufferin County Road 24 to 15th Line)	60			1
SR1040 Gravel	10th Sideroad (11th Line to 12th Line)	40			1
LN0820 Gravel	East-West Garafraxa Townline (Dufferin County Road 5 to 15th Sideroad)	30		1	

It is recommended that the alignment constraints for the roads noted in the above table be improved to meet the minimum acceptable standards when, or if, these sections are rehabilitated or reconstructed to address condition needs. Improvements to alignments and/or enhanced warning signage should particularly be considered at the following locations:

- Sections that have the potential for higher speeds (e.g., existing hardtop roads or those roads proposed to be converted to hardtop);
- Sections that have higher traffic volumes and/or experience significant non-local traffic; and
- Sections that have a previous history of collisions.

4.4 Road Drainage

Drainage Adequacy ratings (scale of 1 to 15) were established based on conditions observed in the field (i.e., flat crown, high shoulders, deficient ditching, ponding, flooding issues or vegetation encroachment). The ratings provided in the *Inventory Manual for Municipal Roads* (Ministry of Transportation Ontario, 1991) were used as a guide in

establishing the Drainage Adequacy ratings. Ratings of 11 or below are indicative of roads that may require excessive maintenance to address inadequacies in drainage and/or experience poor drainage conditions that may impede normal traffic movements. The roads that were identified during the field review to have Drainage Adequacy ratings of 11, or below, are summarized in the following table:

Table 10: Poor Drainage Adequacy Rating Summary

ID Surface	Road	AADT (vpd)	Drainage Rating (1 to 15 scale)	Drainage Notes
LR0060 Gravel	Ram's Ridge (Highway 9 to Cul-de-Sac)	5	4	Inadequate drainage causing erosion of the sides of the road
SR0030 LCB	East Garafraxa-Erin Townline (10 th Line to Elizabeth Crescent) (Maintained by the Town of Erin)	300	6	
LN0830 Earth	East-West Garafraxa Townline (20 th Sideroad to Dufferin County Road 109) (Maintained by the Town of Centre Wellington)	100	7	
SR0031 LCB	East Garafraxa-Erin Townline (Elizabeth Crescent to Elizabeth Crescent) (Maintained by the Town of Erin)	225	7	Signs of ponding along the sides of the road
SR0034 LCB	East Garafraxa-Erin Townline (11 th Line to 12 th Line) (Maintained by the Town of Erin)	100	7	
LN1120 Gravel	11 th Line (10 th Sideroad to Grand River Bridge)	80	8	
LN1140 Gravel	11 th Line (20 th Sideroad to Dufferin County Road 109)	80	8	There is ponding along the shoulder of the road due to a high shoulder and rutting on the righthand side
LN1210 Gravel	12 th Line (Dufferin County Road 3 to 10 th Sideroad)	60	8	

Township of East Garafraxa Road Needs Study
April 2023

ID Surface	Road	AADT (vpd)	Drainage Rating (1 to 15 scale)	Drainage Notes
LR0040 HCB	Hilltop Crescent (Old Carriage Road to End (Cul-de-Sac)	160	8	
SR1550 Gravel	15 th Sideroad (12 th Line to 13 th Line)	60	8	
LN1510 Gravel	15 th Line (Dufferin County Road 3 to 10 th Sideroad)	150	9	
LR0140 HCB	Victoria Boulevard (Maple Street to Grand Crescent)	250	9	Some ponding on the shoulders
SR1070 Gravel	10 th Sideroad (Dufferin County Road 24 to 15 th Line)	80	9	
SR1080 Gravel	10 th Sideroad (16 th Line to 17 th Line)	60	9	
LN0800 Gravel	East-West Garafraxa Townline (East Garafraxa-Erin Townline to Dufferin County Road 3)	45	10	
LN1100 Gravel	11 th Line (East Garafraxa-Erin Townline to Dufferin County Road 3)	45	10	
LN1121 HCB	11 th Line Bridge (South Bank to North Bank)	80	10	
LN1222 Gravel	12 th Line (Grand River to 15 th Sideroad)	50	10	
LN1500 Gravel	15 th Line (East Garafraxa-Erin Townline to Dufferin County Road 3)	150	10	Some vegetative overgrowth on the shoulders preventing proper platform drainage
LN1520 Gravel	15 th Line (10 th Sideroad to 15 th Sideroad)	100	10	
LN1850 HCB	Winston Churchill Boulevard (East Garafraxa-Erin Townline to Caledon-East Garafraxa Townline)	4147	10	

Township of East Garafraxa Road Needs Study
April 2023

ID Surface	Road	AADT (vpd)	Drainage Rating (1 to 15 scale)	Drainage Notes
LN2003 HCB	A Line (Rayburn Meadows to Old Carriage Road)	550	10	
SR0032 LCB	East Garafraxa-Erin Townline (Elizabeth Crescent to John Street) (Maintained by the Town of Erin)	225	10	
SR0150 HCB	East Garafraxa-Caledon Townline (A Line to Dufferin County Road 23)	5757	10	
LN1110 Gravel	11 th Line (Dufferin County Road 3 to 10 th Sideroad)	50	11	
LN1200 Gravel	12 th Line (East Garafraxa-Erin Townline to Dufferin County Road 3)	50	11	
LN1330 Gravel	13 th Line (15 th Sideroad to Dufferin County Road 109)	80	11	
LN1800 Gravel	18 th Line (East Garafraxa-Erin Townline to Dufferin County Road 3)	1070	11	
LR0131 HCB	Grand Crescent (Victoria Boulevard to end)	20	11	
SR0100 HCB	East Garafraxa-Erin Townline (10 th Line Erin to 18 th Line)	3050	11	
SR1010 Gravel	10 th Sideroad (9 th Line to 10 th Line)	200	11	
SR1060 Gravel	10 th Sideroad (Dufferin County Road 24 to 15 th Line)	60	11	
SR2030 HCB	20 th Sideroad (11 th Line to Dufferin County Road 109)	514	11	

Where road works are proposed, it is recommended that additional investigations be completed to determine the requirements for drainage improvements for the roads noted in Table 10 above.

It is understood that the Township completes shoulder maintenance, brushing and ditching on an as-needed basis to respond to complaints or problems that are identified. However, considering the drainage issues that have been identified, it is recommended that the Township formalize a pro-active program in these areas, to maximize the useful life of the road assets in the network.

4.5 Maintenance Considerations

Maintenance demands (e.g., low, average, high) is a consideration in the prioritization of road sections for improvements as it provides knowledge of how frequently the Township is completing maintenance tasks on certain road segments. For example, it was brought forward that the segment of A-Line from Old Carriage Road to County Road 3 requires additional gravel placement and grading multiple times per season due to traffic volumes and the classifications of the vehicles using this road..

The Level of Service for maintenance of the Township's roads follows the Provincial Minimum Maintenance Standards (O. Reg. 239/02 as amended by O. Reg. 366/18). These regulations prescribe required monitoring of the roads and maintenance response requirements, based on the road's class. The road class is set by its Annual Average Daily Traffic and posted speed limit. The Township's speed limits are 80 km/hr in the rural areas and 50 km/h in the built-up areas (i.e., villages), with the resulting classes summarized in Table 11.

**Table 11: Minimum Maintenance Standard Classifications
(O.Reg.239/02, May 2018)**

Environment	Speed Limit (km/h)	Average Daily Traffic (vpd)	Minimum Maintenance Classification	Length of Road Maintained by East Garafraxa (km)
Built-up Areas (Villages)	40	0 – 49	6	0.293
		50 – 199	6	2.069
		200 – 499	6	4.095
		500 – 999	5	2.160
	50	50 – 199	6	0.324
		200 – 499	5	0.385
Rural	50	0 – 49	6	10.911
		50 – 199	6	59.778
		200 – 499	5	2.726
		500 – 999	5	0.380
		1,000 – 1,999	5	3.072
	60	0 – 49	6	1.962
		50 – 199	5	11.039
		500 – 999	4	2.699
	80	0 – 49	6	6.859
		50 – 199	4	11.382
		200 – 499	4	10.022
		500 – 999	4	0.703
		1,000 – 1,999	3	4.066
		2,000 – 2,999	3	3.070
		3,000 – 3,999	3	1.363
		4,000 – 4,999	3	3.194
		5,000 – 5,999	2	1.349

In general, gravel roads in the Township maintain an adequate condition through multiple ongoing grading operations throughout the season, with the frequency of grading dependent upon traffic. Dust suppressant (calcium) is also applied to the gravel roads, as required. Top-up gravel is added to gravel roads at a frequency of approximately 3 years to replenish the gravel that is lost due to normal maintenance and operations of these roads.

4.6 Coordination with Other Projects

For budget allocation and phasing purposes, coordination with planned bridge projects and other infrastructure projects (land development, drainage, water and sewer etc.) should be a consideration. Construction detours may also be a consideration in the scheduling/interface of road projects with these other projects.

4.6.1 Coordination with Planned Bridge Improvements

The Township's 2021 *OSIM Bridge Inspection Report* (Burnside & Associates Limited, November 2021) was reviewed to identify potential bridge work. The structures that were identified for potential major rehabilitation or replacement work in the ten-year study period for that study are summarized Table 12.

Table 12: Planned Bridge Projects

Road ID Structure No.	Road	Surface	AADT (vpd)	Notes
SR0140 0024	East Garafraxa – Caledon Townline (Shaws' Creek Road to A Line)	Asphalt	5459	Replacement in 2023 (\$330,000)
LN1320 & LN1322 0008	13th Line (Sideroad 10 to Sideroad 15)	Gravel	100	Rehabilitation in 2025 (\$825,000)
LN810 0016	East-West Garafraxa Townline (County Road 23 to Sideroad 16)	Gravel	110	Rehabilitation in 2026 (\$115,000)
SR1040 0014	Sideroad 10 (11th Line to 12th Line)	Gravel	40	Rehabilitation 2028 (\$220,000)
SR0070 0026	East Garafraxa/Erin Townline (County Road 24 to 5th Line)	Asphalt	1932	Rehabilitation 2030 (\$170,000)

As noted in the above Table, three of the structures that require work are located on low volume gravel roads, while two of the structures that require work are located on higher volume asphalt roads. The improvements proposed to structure 0024 are being planned with roadwork on that segment. No improvements are proposed for the segment with structure 0026, within the ten-year time horizon and therefore it is anticipated that the planned bridge rehabilitation will occur before future improvements of that segment.

5.0 Road Improvement Needs

5.1 Improvement Needs to Address Road Conditions (“Now” Needs)

The improvement needs identified as part of this study are outlined in the Road Improvement Needs spreadsheet in Appendix E, along with an enlarged map of their location. The overall road network has been determined to have a total backlog (“NOW” needs) of \$4,632,513 consisting of \$3,163,043 for hard top roads and \$2,083,342 for gravel roads. The backlog determined as part of this RNS consists of all major improvement types (i.e., not routine/preventive maintenance). It should be noted, as the Township works towards improving the roads that currently have a need, the condition of the remaining roads in the network will deteriorate and require more work. The Township could mitigate some of this degradation by implementing routine maintenance (i.e., crack sealing) and preventive maintenance (i.e., micro-surfacing and slurry seal) programs. A breakdown of the types of improvements in the backlog can be found in Table 13 below. Maps of the pavement condition index (PCI) evaluation and the suggested improvement types are shown in Appendix D and Appendix E respectively.

Table 13: Improvement Backlog Breakdown

Improvement Type		Determined “Now” Needs
Reconstruction	Hard-top	\$0
	Gravel	\$0
Rehabilitation	Hard-top	\$428,537
	Gravel	\$255,864
Resurface	Hard-top	\$2,504,040
Upgrade to Hard-top	Gravel	\$1,444,072
Total Backlog		\$4,632,513

5.2 10-Year Road Improvement Plan

A total of 143.90 km of roads reviewed during this study are under the responsibility of the Township (full responsibility or shared responsibility), including 107.12 km of gravel roads and 36.78 km of hardtop roads. Based on the analysis of the road condition data, and review of the prioritization triggers previously outlined in this report, a ten-year road improvement plan has been developed for the Township’s roads that covers road improvements from 2024-2033. The ten-year improvement plan has been split into two separate plans consisting of a maintenance plan which includes routine and preventive maintenance strategies for gravel and hardtop roads and a capital plan which includes resurfacing, rehabilitation and reconstruction works for both gravel and hardtop roads. The ten-year plans have been established using the prioritization methodology to allocate road improvements as required.

The ten-year maintenance plan has been developed using a target of topping up all of the Township's gravel roads on a three-year cycle, completing each road every third year as well as completing crack sealing on the hardtop road network, as required. The average expenditure for the three-year gravel top up program is \$133,895 per year leaving an additional \$111,105 of the assumed \$245,000 budget previously outlined in section 3.6 "Road Budget Considerations" to be allocated towards spot treatments along localized gravel road segments as required and/or towards upgrading gravel roads to asphalt roads as part of the capital program (upgrades estimated at \$955,584 over the 10 years).

The ten-year capital plan has been developed using a target of improving the hardtop road network and reducing the backlog "NOW" needs. The capital plan includes reconstruction, rehabilitation and resurfacing projects of hardtop roads. For hardtop road improvements/upgrades, a target budget of \$100,000 per annum was used, however, some road segments that require work will require the Township to allocate more money towards these improvements, therefore, exceeding the \$100,000 target established. Throughout the ten-year plan, the average expenditure for hardtop roads is \$167,932 per year (not including gravel to asphalt upgrades), which is approximately \$68,000 over the target budget.

By the end of the ten-year period covered in this study, the Township would have completed \$1,679,314 of the established \$3,163,042 backlog (NOW needs) for hardtop roads, invested \$955,584 into upgrading required gravel roads to hardtop (asphalt), invested \$199,670 into crack sealing of the hardtop network as well as spending \$1,338,948 towards maintaining the gravel roads (three-year top up cycle) and providing a required level of service to road network users. Minor overrides have been completed for certain roads to ensure that they are improved to maintain a desired level of service for the type and volume of traffic they serve. The ten-year improvement plan has not included costs for the routine maintenance of gravel roads. It is assumed that gravel roads will be graded and have dust suppressant measures applied through ongoing reactive maintenance as required. The ten-year plan has included the routine maintenance (i.e., crack sealing) costs for hard top roads. A yearly budget could be established for ongoing routine maintenance and preventive maintenance of hardtop roads, to protect the investment that has been made in those assets and lengthen the life cycle before more intensive interventions may be required (i.e., resurfacing, rehabilitation or reconstruction). A spreadsheet and mapping of the ten-year maintenance plan can be found in Appendix G and the mapping and spreadsheets of the ten-year capital plan can be found in Appendix H.

6.0 Asset Management and Capital Planning Considerations

As part of this study, a 10-year road improvement plan has been developed to assist the Township in the development of a multi-year capital project plan. It is understood that the Township intends to use the updated condition rating data as input into their ongoing Asset Management and Capital Planning work. The updated GIS database, Excel spreadsheets and mapping assist in this ongoing future work by the Township. Such future work may also require updating traffic data, confirming the maintenance/improvement needs and costs based on a project-level review and completing risk analysis to establish project priority within budget limitations.

To maintain a current database for Asset Management and Capital Planning purposes, it is recommended that the Township complete regular updates of this RNS every 3-5 years, to update the condition ratings of the road network, to assess ongoing deterioration rates and resulting improvement requirements.



Appendix A

Road Inventory Maps and Table



Appendix A - Road Inventory Database (Sorted by Road Name)

Municipal ID	Name	Name From	Name To	Community	Maintenance Agency	Maintenance Percent	Boundary Road	Maintenance Class	Surface Material	Roadside Environment	Posted Speed Limit (km/h)	AADT	AADT Count Method	Road Length (m)	Road Width (m)	Platform Width (m)	Surface Area (m²)
SR1010	10 Sideroad	9th Line	10th Line	East Garafraxa (Rural)	Municipality	100	No	5	Gravel	Rural	50 km/h	200	Estimate	1363	5.80	6.80	9258
LN1020	10 Sideroad	10th Line	11th Line	East Garafraxa (Rural)	Municipality	100	No	5	Gravel	Rural	50 km/h	200	Estimate	1363	5.80	6.80	9258
SR1030	10 Sideroad	11th Line	12th Line	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	150	Estimate	1309	5.50	6.50	8509
SR1040	10 Sideroad	11th Line	12th Line	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	40	Estimate	1436	5.00	6.00	8616
SR1050	10 Sideroad	12th Line	13th Line	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	60	Estimate	1398	6.00	7.00	9786
SR1060	10 Sideroad	Dufferin County Road 24	15th Line	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	60	Estimate	1381	4.00	5.00	6905
SR1070	10 Sideroad	Dufferin County Road 24	15th Line	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	60	Estimate	1350	4.00	5.00	6750
SR1080	10 Sideroad	16th Line	17th Line	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	60	Estimate	1359	4.00	5.00	6795
LN1000	10th Line	East Garafraxa-Erin Townline	Dufferin County Road 3	East Garafraxa (Rural)	Municipality	100	No	4	High Class Bituminous	Rural	80 km/h	341	Actual Count	3084	7.00	9.00	21588
LN1010	10th Line	Dufferin County Road 3	10 Sideroad	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	100	Estimate	3046	6.80	7.80	23759
LN1020	10th Line	11th Line	12th Line	East Garafraxa (Rural)	Municipality	100	No	4	Gravel	Rural	80 km/h	180	Estimate	1468	6.80	7.80	11450
LN1022	10th Line	11th Line	12th Line	East Garafraxa (Rural)	Municipality	100	No	4	Gravel	Rural	80 km/h	180	Estimate	1418	6.80	7.80	11060
LN1030	10th Line	Dufferin County Road 5	20 Sideroad	East Garafraxa (Rural)	Municipality	100	No	4	Gravel	Rural	80 km/h	100	Estimate	3069	6.80	7.80	23938
LN1040	10th Line	20 Sideroad	Dufferin County Road 109	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	80 km/h	40	Estimate	1367	7.00	8.00	10936
LN1021	10th Line (Bridge)	South Bank	North Bank	East Garafraxa (Rural)	Municipality	100	No	4	High Class Bituminous	Rural	80 km/h	180	Estimate	156	8.50	8.50	1326
SR1000	10th Sideroad	East-West Garafraxa Townline	9th Line	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	100	Estimate	1389	5.80	6.80	9445
SR2030	11th Line	East Garafraxa-Erin Townline	Dufferin County Road 3	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	60	Estimate	3065	7.00	8.00	24578
LN1110	11th Line	Dufferin County Road 3	10 Sideroad	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	50	Estimate	3057	7.00	8.00	24408
LN1120	11th Line	10th Sideroad	Grand River Bridge	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	80	Estimate	2527	7.50	8.50	21480
LN1122	11th Line	Grand River Bridge	Dufferin County Road 5	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	82	Estimate	396	7.00	8.00	3168
LN1130	11th Line	Dufferin County Road 5	20 Sideroad	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	50	Estimate	3074	7.00	8.00	24592
LN1140	11th Line	20 Sideroad	Dufferin County Road 109	East Garafraxa (Rural)	Municipality	100	No	4	Gravel	Rural	80 km/h	180	Estimate	1418	6.80	7.80	11060
LN1121	11th Line (Bridge)	South Bank	North Bank	East Garafraxa (Rural)	Municipality	100	No	6	High Class Bituminous	Urban	50 km/h	80	Estimate	129	7.50	7.50	968
LN1200	12th Line	East Garafraxa-Erin Townline	Dufferin County Road 3	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	50	Estimate	3038	6.50	7.50	22785
LN1210	12th Line	Dufferin County Road 3	10 Sideroad	East Garafraxa (Rural)	Municipality	100	No	5	Gravel	Rural	60 km/h	60	Estimate	3046	6.00	7.00	21322
LN1220	12th Line	10th Sideroad	Grand River	East Garafraxa (Rural)	Municipality	100	No	5	Gravel	Rural	60 km/h	50	Estimate	2279	6.70	7.70	17548
LN1222	12th Line	Grand River	15 Sideroad	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	50	Estimate	671	9.00	9.00	8167
LN1221	12th Line (Bridge)	South Bank	North Bank	East Garafraxa (Rural)	Municipality	100	No	6	High Class Bituminous	Urban	50 km/h	50	Estimate	97	9.00	9.00	873
LN1300	13th Line	East Garafraxa-Erin Townline	Dufferin County Road 3	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	100	Estimate	2901	7.00	8.00	23208
LN1310	13th Line	Dufferin County Road 3	10 Sideroad	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	140	Estimate	3231	6.00	7.00	22617
LN1320	13th Line	10th Sideroad	Grand River	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	100	Estimate	2183	6.00	7.00	15281
LN1322	13th Line	Grand River	15th Sideroad	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	100	Estimate	254	6.00	7.00	15281
LN1330	13th Line	15 Sideroad	Dufferin County Road 109	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	80	Estimate	1719	6.00	7.00	12033
LN1321	13th Line (Bridge)	South Bank	North Bank	East Garafraxa (Rural)	Municipality	100	No	6	High Class Bituminous	Urban	30 km/h	100	Estimate	132	9.00	9.00	1188
SR1500	15 Sideroad	East-West Garafraxa Townline	9th Line	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	80 km/h	30	Estimate	1383	6.00	7.00	9681
SR1550	15 Sideroad	12th Line	13th Line	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	60	Estimate	1467	4.50	5.50	8069
SR1560	15 Sideroad	13th Line	End (East)	East Garafraxa (Rural)	Municipality	100	No	5	Gravel	Rural	50 km/h	338	Estimate	430	4.30	5.30	1853
SR1561	15 Sideroad	End (West)	Dufferin County Road 24	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	80 km/h	20	Estimate	387	6.00	7.00	2709
SR1570	15 Sideroad	Dufferin County Road 24	Dufferin County Road 109	East Garafraxa (Rural)	Municipality	100	-1	Gravel	Rural	Non-Applicable	40	Estimate	1175	7.30	8.30	9753	
LN1500	15th Line	East Garafraxa-Erin Townline	Dufferin County Road 3	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	150	Estimate	2767	7.00	8.00	22136
LN1510	15th Line	Dufferin County Road 3	10 Sideroad	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	150	Estimate	3383	5.00	6.00	20298
LN1520	15th Line	10th Sideroad	15 Sideroad	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	100	Estimate	9120	5.00	6.00	17490
LN1600	16th Line	East Garafraxa-Erin Townline	Dufferin County Road 3	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	42	Estimate	2980	7.50	8.50	25330
LN1610	16th Line	Dufferin County Road 3	10 Sideroad	East Garafraxa (Rural)	Municipality	100	No	5	Gravel	Rural	50 km/h	60	Estimate	3156	6.00	7.00	22092
LN1620	16th Line	10th Sideroad	Dufferin County Road 109	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	50	Estimate	2039	5.50	6.50	13254
LN1700	17th Line	East Garafraxa-Erin Townline	Dufferin County Road 3	East Garafraxa (Rural)	Municipality	100	No	3	High Class Bituminous	Rural	80 km/h	2978	Estimate	3070	7.00	10.50	21490
LN1710	17th Line	Dufferin County Road 3	10 Sideroad	East Garafraxa (Rural)	Municipality	100	No	4	High Class Bituminous	Rural	80 km/h	469	Actual Count	3074	6.00	7.00	21518
LN1720	17th Line	10th Sideroad	Dufferin County Road 109	East Garafraxa (Rural)	Municipality	100	No	4	High Class Bituminous	Rural	80 km/h	469	Estimate	1132	7.00	8.00	7524
LN1800	18th Line	East Garafraxa-Erin Townline	Dufferin County Road 3	East Garafraxa (Rural)	Municipality	100	No	5	Gravel	Rural	50 km/h	1070	Estimate	3072	6.50	7.50	23040
LN1810	18th Line	Dufferin County Road 3	End (North)	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	30	Estimate	1175	5.00	6.00	7050
LN1900	19th Line	Caledon-East Garafraxa Townline	5th Sideroad	East Garafraxa (Rural)	Municipality	100	No	5	Gravel	Rural	60 km/h	135	Actual Count	2558	5.70	6.70	17139
LN1910	19th Line	10th Sideroad	The Maples	Dufferin County Road 3	Municipality	100	No	4	Gravel	Rural	80 km/h	135	Actual Count	338	6.70	7.70	1286
LN1920	19th Line	Dufferin County Road 3	Dufferin County Road 109	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	60 km/h	48	Estimate	1962	6.00	7.00	13734
SR2000	20 Sideroad	East-West Garafraxa Townline	9th Line	East Garafraxa (Rural)	Municipality	100	No	4	High Class Bituminous	Rural	80 km/h	150	Estimate	1389	7.00	8.00	9723
SR2010	20 Sideroad	9th Line	10th Line	East Garafraxa (Rural)	Municipality	100	No	4	High Class Bituminous	Rural	80 km/h	200	Estimate	1358	7.00	8.50	9506
SR2020	20 Sideroad	10th Line	11th Line	East Garafraxa (Rural)	Municipality	100	No	4	High Class Bituminous	Rural	80 km/h	384	Estimate	1374	7.00	8.00	9618
SR2030	20 Sideroad	11th Line	Dufferin County Road 109	East Garafraxa (Rural)	Municipality	100	No	3	High Class Bituminous	Rural	80 km/h	514	Actual Count	301	7.00	9.00	10442
SR0500	5th Sideroad	Dufferin County Road 3	19th Line	The Maples	Municipality	100	Yes	6	Gravel	Rural	80 km/h	10	Estimate	341	6.50	8.00	2728
LN0900	9th Line	East Garafraxa-Erin Townline	Dufferin County Road 3	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	50	Estimate	3073	4.70	5.70	17516
LN0910	9th Line	Dufferin County Road 3	10 Sideroad	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	80	Estimate	3081	5.00	6.00	18486
LN0930	9th Line	15 Sideroad	20 Sideroad	East Garafraxa (Rural)	Municipality	100	No	4	Gravel	Rural	80 km/h	50	Estimate	3080	8.00	9.00	27720
LN0940	9th Line	20 Sideroad	Dufferin County Road 109	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	10	Estimate	2286	6.00	7.00	15442
LN2000	A Line	Caledon-East Garafraxa Townline	Nature's Landing Drive	East Garafraxa (Rural)	Municipality	100	No	5	High Class Bituminous	Rural	50 km/h	535	Estimate	178	7.50	12.00	1335
LN2001	A Line	Nature's Landing Drive	Nature's Landing Drive	East Garafraxa (Rural)	Municipality	100	No	5	High Class Bituminous	Rural	50 km/h	535	Estimate	202	7.50	11.50	1515
LN2002	A Line	Nature's Landing Drive	Rayburn Meadows	East Garafraxa (Rural)	Municipality	100	No	4	High Class Bituminous	Rural	60 km/h	550	Estimate	172	7.50	10.00	1290
LN2003	A Line	Rayburn Meadows	Old Carriage Road	East Garafraxa (Rural)	Municipality	100	No	4	High Class Bituminous	Rural	60 km/h	550	Estimate	545	7.40	10.00	4033
LN2005	A Line	1.05km N. of Old Carriage Road	Dufferin County Road 3	East Garafraxa (Rural)	Municipality	100	Yes	6	Gravel	Rural	80 km/h	722	Actual Count	1232	9.00	12.00	12098
LN2004	A Line	Old Carriage Road	1.05km N. of Old Carriage Road	East Garafraxa (Rural)	Municipality	100	No	4	High Class Bituminous	Rural	60 km/h	722	Actual Count	700	9.50	12.00	5024
LR0010	Brookhaven Crescent	Dufferin County Road 23	Dufferin County Road 23	Garafraxa Woods	Municipality	100	No	5	High Class Bituminous	Semi-Urban	40 km/h	690	Estimate	2160	7.00	9.00	15120
LR0090	Cedar Place	Old Carriage Road	End (Cul-de-Sac)	Garafraxa Woods	Municipality	100	No	6	High Class Bituminous	Semi-Urban	40 km/h	32	Estimate	293	7.00	11.00	2051
SR0120	East Garafraxa-Caledon Townline	Caledon-East Garafraxa Townline	19th Line	East Garafraxa (Rural)	Municipality: Shared	50	Yes	3	High Class Bituminous	Rural	80 km/h	4147	Actual Count	745	7.00	11.00	5215
SR0140	East Garafraxa-Caledon Townline	Shaws Creek Road	A Line	East Garafraxa (Rural)	Municipality: Shared	50	Yes	3	High Class Bituminous	Rural	80 km/h	4942	Actual Count	880	7.00	11.00	6180
SR0150	East Garafraxa-Caledon Townline	A Line	Dufferin County Road 23	East Garafraxa (Rural)	Municipality: Shared	50	Yes	2	High Class Bituminous	Rural	80 km/h	5757	Actual Count	1349	7.50	9.50	10118
SR0130	East Garafraxa-Caledon Townline	19th Line	Shaws Creek Road	East Garafraxa (Rural)	Municipality: Shared	50	Yes	3	High Class Bituminous	Rural	80 km/h	4942	Actual Count	496	7.00	10.50	3472
SR0010	East Garafraxa-Erin Townline	East-West Garafraxa Townline	9th Line	East Garafraxa (Rural)	Municipality	100	Yes	6	Gravel	Rural	50 km/h	30	Estimate	1397	7.00	8.00	11176
SR0020	East Garafraxa-Erin Townline	10th Line	10th Line	East Garafraxa (Rural)	Municipality: Adjacent	0	Yes	6	Low Class Bituminous	Rural	50 km/h	50	Estimate	1369	6.00	10.00	8214
SR0030	East Garafraxa-Erin Townline	Elizabeth Crescent	Elizabeth Crescent	East Garafraxa (Rural)	Municipality: Adjacent	0	Yes	5	Low Class Bituminous	Rural	50 km/h	300	Estimate	126	8.00	9.00	7266

Appendix A - Road Inventory Database (Sorted by Road Name)

Municipal ID	Name	Name From	Name To	Community	Maintenance Agency	Maintenance Percent	Boundary Road	Maintenance Class	Surface Material	Roadside Environment	Posted Speed Limit (km/h)	AADT	AADT Count Method	Road Length (m)	Road Width (m)	Platform Width (m)	Surface Area (m²)
LR0034	Old Carriage Road	Greenwood Crescent	Cedar Place	Garafraxa Woods	Municipality	100	No	6	High Class Bituminous	Semi-Urban	40 km/h	462	Estimate	447	8.50	8.50	3800
LR0035	Old Carriage Road	Cedar Place	A Line	Garafraxa Woods	Municipality	100	No	6	High Class Bituminous	Semi-Urban	40 km/h	442	Estimate	145	7.20	9.00	1044
LR0060	Ram's Ridge	Highway 9	Cul-de-Sac	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	5	Estimate	250	6.50	7.50	1875
LR0110	Rayburn Meadows	A Line	Rayburn Meadows (Loop)	Garafraxa Woods	Municipality	100	No	6	High Class Bituminous	Semi-Urban	40 km/h	430	Estimate	250	6.80	10.00	1700
LR0120	Rayburn Meadows	Rayburn Meadows (Loop Start)	Rayburn Meadows (Loop End)	Garafraxa Woods	Municipality	100	No	6	High Class Bituminous	Semi-Urban	40 km/h	360	Estimate	1011	7.00	10.00	7077
LR0060	Springview Court	Old Carriage Road	End (Cul-de-Sac)	Garafraxa Woods	Municipality	100	No	6	High Class Bituminous	Semi-Urban	40 km/h	60	Estimate	288	6.80	6.80	1958
LN1223	Unknown	Dufferin County Road 5	12th Line / 15 Sideroad Intersection	East Garafraxa (Rural)	Municipality	100	No	6	Gravel	Rural	50 km/h	70	Estimate	80	7.00	8.00	640
LR0140	Victoria Boulevard	Maple Street	Grand Crescent	Mayville	Municipality	100	No	5	High Class Bituminous	Semi-Urban	50 km/h	250	Estimate	385	7.00	9.00	2695
LN1850	Winston Churchill Boulevard	East Garafraxa - Erin Townline	Caledon-East Garafraxa Townline	East Garafraxa (Rural)	Municipality Shared	50	Yes	3	High Class Bituminous	Rural	80 km/h	4147	Estimate	494	7.00	11.00	3458
LR20	Woodland Drive	Old Carriage Road	Dufferin County Road 23	Garafraxa Woods	Municipality	100	No	6	High Class Bituminous	Semi-Urban	40 km/h	400	Estimate	1091	7.00	9.00	7637

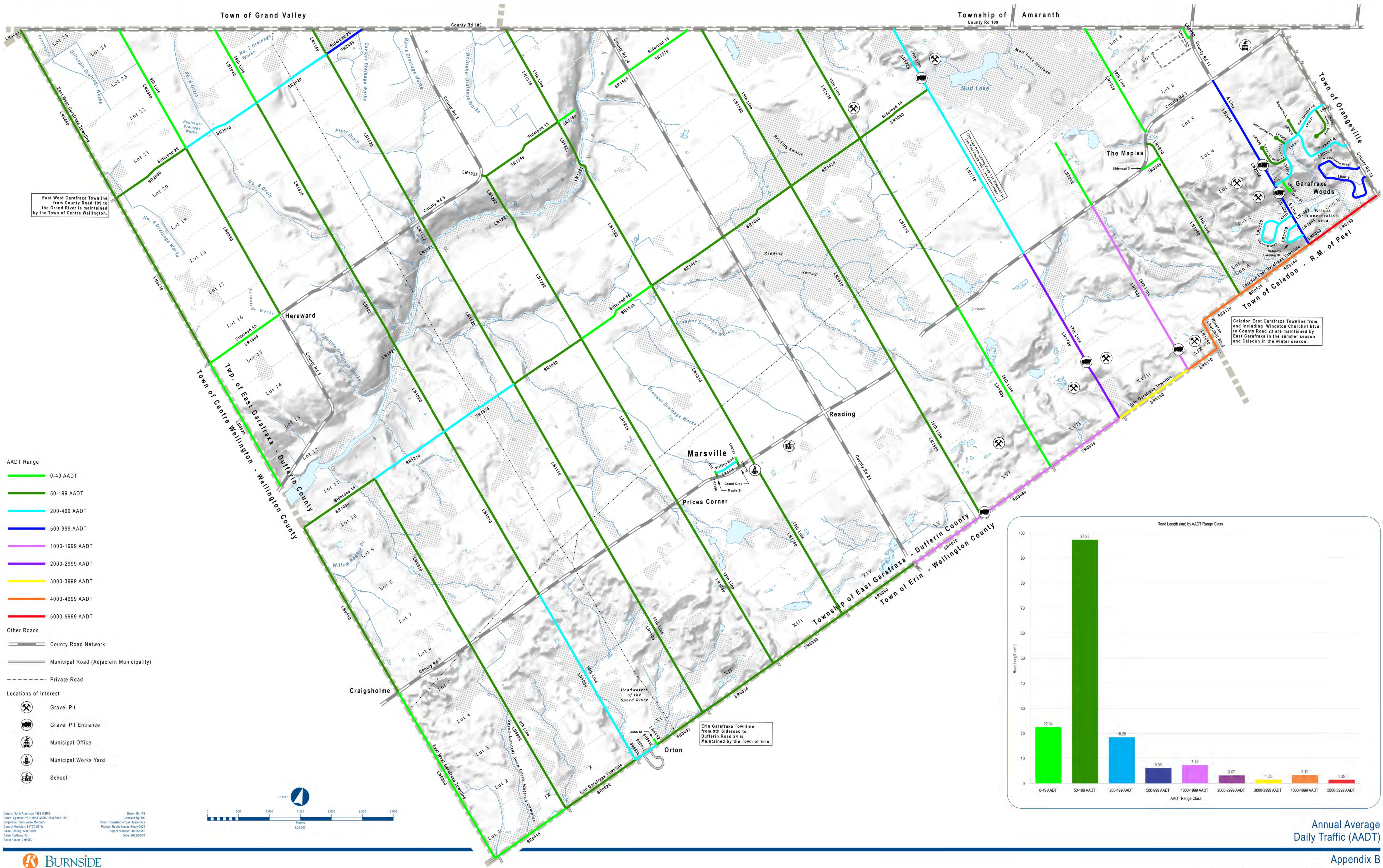


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Appendix B

AADT Map





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Appendix C

Distress Factors for Road Conditions Assessment

APPENDIX C
Distress Factors for Road Condition Assessment
Calculation of Distress Manifestation Index (DMI) and Pavement Condition Index (PCI)

Weighting Factors

Distress Manifestation For Asphalt Roads	Weighting Factor (W)	Distress Manifestation For Surface Treated Roads	Weighting Factor (W)	Distress Manifestation For Gravel Roads	Weighting Factor (W)
Ravelling and course aggesgate loss	3.0	Cover Aggregate Loss	3.0	Flat/reversse crown	2.0
Flushing	1.5	Flushing	2.0	Loose gravel	1.5
Rippling and showing	1.0	Rippling and Shoving	2.0	Dust	0.5
Wheel track rutting	3.0	Wheel track rutting	3.0	Break-up	3.0
Distortion	3.0	Distortion	3.0	Washboarding	1.0
Longitudinal wheel track - single/multiple cracking	1.5	Streaking	1.0	Rutting	3.0
Longitudinal wheel track - alligator cracking	3.0	Alligator Cracking	3.0	Distortion	3.0
Centerline - single/multiple cracking	0.5	Edge Cracking	1.0	Potholes	2.0
Centerline - alligator cracking	2.0	Edge Break	2.0		
Pavement edge - single/multiple cracking	0.5	Transverse Cracking	0.5		
Pavement edge - alligator cracking	1.5	Longitudinal Cracking	1.0		
Transverse - singel/multiple cracking	1.0	Potholing	1.0		
Transverse - alligator cracking	3.0				
Longitudinal, meander and midlane cracking	1.0				
Random cracking	0.5				

Density Factors

Severity Factors

Ride Condtion Rating Factors

Density of Distress Asphalt or Gravel Roads)	Density Factor (D)	Severity of Distress (Asphalt or Gravel Roads)	Severity Factor (S)	Ride Condition Rating (RCR)	Factor
Few (<10%)	0.5	Very Slight	0.5	Very Poor	1
Intermittent (10 to 20%)	1.0	Slight	1.0	Poor	2 to 3
Frequent (20 to 40%)	2.0	Moderate	2.0	Fair	4 to 6
Extensive (40 to 80%)	3.0	Severe	3.0	Good	7 to 9
Throughout (>80%)	4.0	Very Severe	4.0	Very Good	10

Empirical Formulae For Calculation of Distress Manifestation Index (DMI)

Surface Type	Formulae For Distress Manifestation Index (DMI)
Asphalt	$DMI = 10 \times (208 - \text{summation of } W \times (D+S))/208$
Surface Treatment or Gravel or Earth	$DMI = 10 \times (135 - \text{summation of } W \times (D+S))/135$

Empirical Formulae For Calculation of Pavement Condition Index (PCI)

Surface Type	Formulae For Pavement Condition Index (PCI)
Asphalt	$PCI = 13.75 + (9 \times DMI) - (7.5 \times e^{(8.5-RCR)/3.02})$
Surface Treatment or Gravel or Earth	$PCI = 12.75 + (9 \times DMI) - (5.5 \times e^{(9.94-RCR)/3.46})$

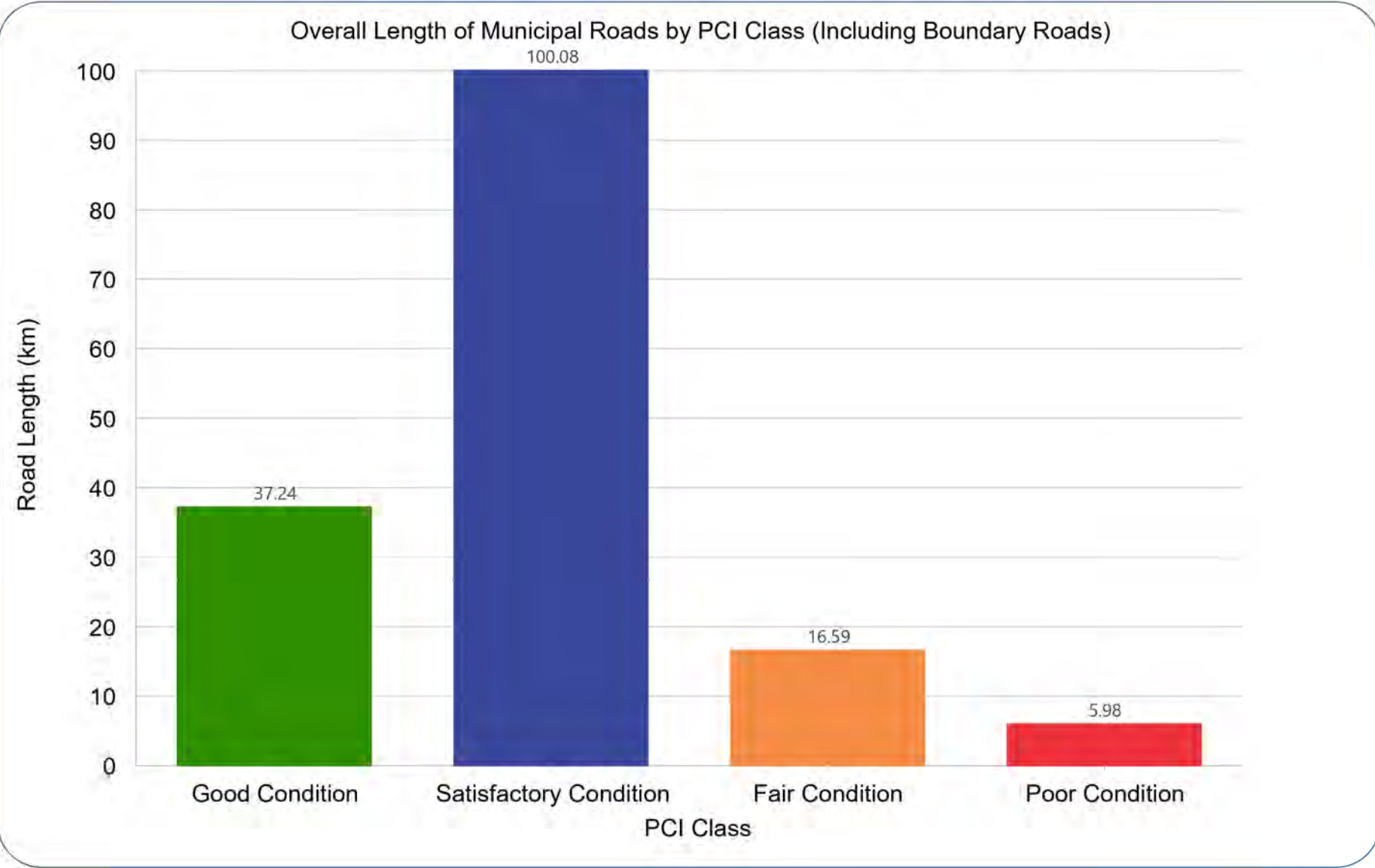
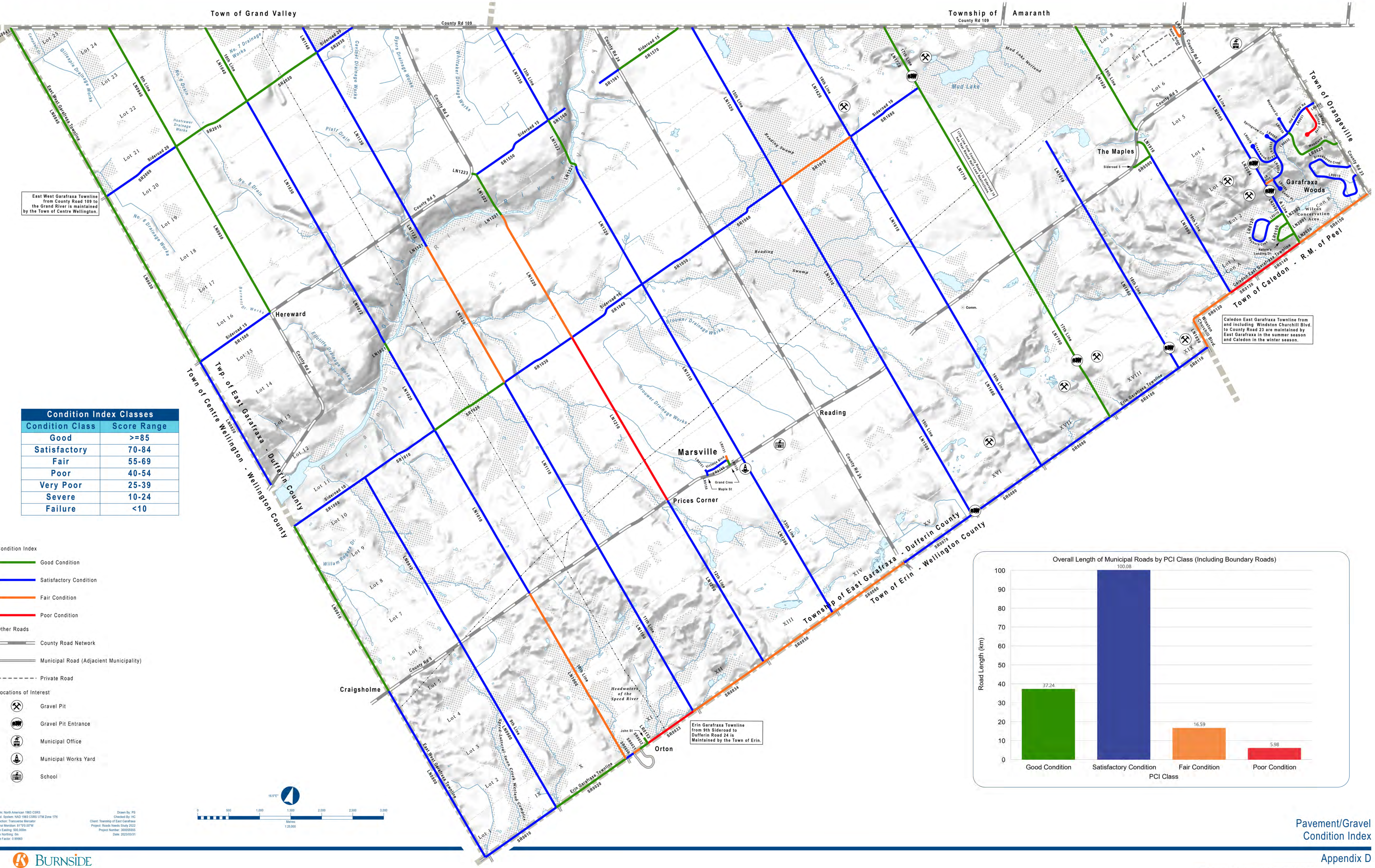


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Appendix D

Pavement Condition Index (PCI) Map





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Appendix E

Road Condition Improvement Needs, Map and Table



Municipal ID	Name	Name From	Name To	Community	Maintenance Agency	Maintenance Percent	Inventory Road	Maintenance Class	Surface Material	Route/State	Posted Speed Limit (km/h)	ADT	ADT Count Method	Reliability Percent	Structure Frequency (Hrs)	Chalks Machine	Percent	Permitted Credits & Debits (PCI)	PCI Class	Priority Rating (PR)	Priority Code Number (PCN)	Road Length (m)	Road Width (m)	Platform Width (m)	Surface Area (m²)	Proposed Lifecycle Improvement	Proposed Improvement Type	Improvement Cost (\$)	Backlog Cost (\$)	Notes
LR2040	Hilltop Crescent	East Glen Road	East Glen Road	Georgetown Woods	Municipality	100	No	6	High Class Bituminous	Semi-Urban	50 km/h	100	Estimate	2	5.97	50	100	41	14	527	7.00	13	7.50	450	Remediation	Paintwork + Sealcoat A + 2 HMA	\$124,170	\$27.00		
LR2042	East Glen Crescent	East Glen Road	East Glen Road	Georgetown Woods	Municipality	100	Yes	2	High Class Bituminous	Urban	50 km/h	942	Actual Count	6	2	5.97	40	12	127	6.00	10	10.00	10.00	10.00	Remediation	Paintwork + Sealcoat A + 2 HMA	\$124,200	\$41.00	Cost Share with Caltrans Total Cost \$247,500	
LR2043	East Glen Crescent	East Glen Road	East Glen Road	Georgetown Woods	Municipality	100	Yes	2	High Class Bituminous	Urban	50 km/h	942	Actual Count	6	2	5.97	40	12	127	6.00	10	10.00	10.00	10.00	Remediation	Paintwork + Sealcoat A + 2 HMA	\$124,200	\$41.00	Cost Share with Caltrans Total Cost \$247,500	
LR1710	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	No	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1712	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1713	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1714	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1715	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1716	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1717	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1718	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1719	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1720	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1721	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1722	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR1723	120 West	Deftun County Road 3	120 West	East Georgetown Woods	Municipality	100	Yes	2	Gravel	Rural	50 km/h	50	Estimate	4	14	7.74	15	22	340	6.00	7.00	2122	Remediation	Paintwork + Sealcoat B + Normal Shoulder Repair	\$200,000	\$0.00				
LR172																														



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Appendix F

Benchmark Unit Cost Breakdown

Unit Costs	Units	Unit Cost
Granular A	t	\$18.00
Granular B	t	\$14.40
Asphalt	t	\$120.00
50 mm HL8	m2	\$14.70
50mm HL4	m2	\$14.70
40mm HL3	m2	\$11.76
Earth Excavation	m3	\$15.00
Milling	m2	\$4.00
Pulverizing	m2	\$2.00
Asphalt Removal	m2	\$5.00
Microsurfacing	m2	\$6.00
Crack Sealing	m2	\$0.75
Catch Basin/Manhole Adjustments	m2	\$2.00
Crack Sealing + Patching	m2	\$1.50
Maintenance Gravel + Calcium Chloride*	m2	\$0.55
Curb and Gutter Replacement	m2	\$16.00
Tack Coat	m2	\$0.40
Gravel Shoulders (50mm Depth)	m2	\$1.35
Nominal Ditch Repairs	m2	\$0.50
FibreMat	m2	\$7.00
Single Surface Treatment	m2	\$5.00
Double Surface Treatment	m2	\$9.00
Triple Surface Treatment	m2	\$13.50
Improve Grades and Sightlines**	m2	\$85.00

* Maintenance gravel and calcium chloride are material costs only. Road preparation and grading are assumed to be by Township forces.

** The extent of grade and/or sightline improvement requirements (if any) may vary widely from section-to-section. The unit cost shown is general, and any specific road section costs must be assessed at the project-level.

Urban HCB Resurfacing								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Milling					m2		\$4.00	\$4.00
Tack Coat					m2		\$0.40	\$0.40
HL4 Asphalt			50	0.1225t/m2	m2		\$14.70	\$14.70
Contingencies	10%							\$1.91
							Total =	\$21.01
Semi-Urban or Rural HCB/LCB Resurfacing								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Gravel Shoulders			50		m2		\$1.35	\$1.35
Crack Sealing + Patching					m2		\$1.50	\$1.50
Tack Coat					m2		\$0.40	\$0.40
HL4 Asphalt			50	0.1225t/m2	m2		\$14.70	\$14.70
Contingencies	10%							\$1.80
							Total =	\$19.75

Urban HCB Rehabilitation								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Asphalt Removal					m2		\$5.00	\$5.00
Curb and Gutter Replacement	15%				m2		\$16.00	\$2.40
Catch Basin/Manhole Adjustments					m2	30	\$2.00	\$2.00
HL8 Asphalt			50	0.1225t/m2	m2		\$14.70	\$14.70
Tack Coat					m2		\$0.40	\$0.40
HL3 Asphalt			40	0.098t/m2	m2		\$11.76	\$11.76
Contingencies	10%							\$3.63
							Total =	\$39.89
Semi-Urban or Rural HCB/LCB Rehabilitation AADT>=1000								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Pulverizing					m2		\$2.00	\$2.00
Granular A	50%		150		m2		\$6.48	\$6.48
HL8 Asphalt			50	0.1225t/m2	m2		\$14.70	\$14.70
Tack Coat					m2		\$0.40	\$0.40
HL4 Asphalt			40	0.098t/m2	m2		\$11.76	\$11.76
Gravel Shoulders			90		m2		\$2.42	\$2.42
Contingencies	10%				m2			\$3.78
							Total =	\$41.54
Semi-Urban or Rural HCB/LCB Rehabilitation AADT<1000								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Pulverizing					m2		\$2.00	\$2.00
Granular A	50%		150		m2		\$6.48	\$6.48
HL8 Asphalt			50	0.1225t/m2	m2		\$14.70	\$14.70
Gravel Shoulders			90		m2		\$1.35	\$1.35
Contingencies	10%							\$2.45
							Total =	\$26.98

30 structures per km at \$450 each

Urban HCB Reconstruction								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Asphalt Removal					m2		\$5.00	\$5.00
Earth Excavation			450		m2		\$6.75	\$6.75
Granular A			150		m2		\$6.48	\$6.48
Granular B			300		m2		\$8.64	\$8.64
Curb and Gutter Replacement					m2		\$16.00	\$16.00
Catch Basin/Manhole Adjustments					m2	30	\$2.00	\$2.00
HL8 Asphalt			50	0.1225t/m2	m2		\$14.70	\$14.70
Tack Coat					m2		\$0.40	\$0.40
HL3 Asphalt			40	0.098t/m2	m2		\$11.76	\$11.76
Contingencies	10%							\$7.17
							Total =	\$78.90
Semi-Urban or Rural HCB/LCB Reconstruction AADT>=500								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Asphalt Removal					m2		\$5.00	\$5.00
Earth Excavation			450		m2		\$6.75	\$6.75
Granular A			150		m2		\$6.48	\$6.48
Granular B			300		m2		\$8.64	\$8.64
HL8 Asphalt			50	0.1225t/m2	m2		\$14.70	\$14.70
Tack Coat					m2		\$0.40	\$0.40
HL3 Asphalt			40	0.098t/m2	m2		\$11.76	\$11.76
Gravel Shoulders			90		m2		\$2.42	\$2.42
Nominal Ditch Repairs					m2		\$0.50	\$0.50
Contingencies	10%							\$5.67
							Total =	\$62.32
Semi-Urban or Rural HCB/LCB Reconstruction AADT<500								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Asphalt Removal					m2		\$5.00	\$5.00
Earth Excavation			450		m2		\$6.75	\$6.75
Granular A			150		m2		\$6.48	\$6.48
Granular B			300		m2		\$8.64	\$8.64
HL8 Asphalt			50	0.1225t/m2	m2		\$14.70	\$14.70
Gravel Shoulders			50		m2		\$1.35	\$1.35
Nominal Ditch Repairs					m2		\$0.50	\$0.50
Contingencies	10%							\$4.34
							Total =	\$47.76

30 structures per km at \$450 each

Semi-Urban or Rural Gravel Reconstruction AADT>=500 - To 1 HMA								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Asphalt Removal					m2		\$5.00	\$5.00
Earth Excavation			450		m2		\$6.75	\$6.75
Granular A			150		m2		\$6.48	\$6.48
Granular B			300		m2		\$8.64	\$8.64
HL4 Asphalt			50	0.1225t/m2	m2		\$14.70	\$14.70
Gravel Shoulders			50		m2		\$1.35	\$1.35
Nominal Ditch Repairs					m2		\$0.50	\$0.50
Contingencies	10%							\$4.34
							Total =	\$47.76
Gravel Road Reconstruction AADT>=200 - To Gravel Surface								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Earth Excavation			450		m2		\$6.75	\$6.75
Granular A			150		m2		\$6.48	\$6.48
Granular B			300		m2		\$8.64	\$8.64
Nominal Ditch Repairs					m2		\$0.50	\$0.50
Gravel Shoulders			50		m2		\$1.35	\$1.35
Contingencies	10%							\$2.37
							Total =	\$26.09
Semi-Urban or Rural Gravel Rehabilitation AADT>=500 - To 1 HMA								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Asphalt Removal					m2		\$5.00	\$5.00
Earth Excavation			150		m2		\$2.25	\$2.25
Granular A			150		m2		\$6.48	\$6.48
HL4 Asphalt			50	0.1225t/m2	m2		\$14.70	\$14.70
Gravel Shoulders			50		m2		\$1.35	\$1.35
Nominal Ditch Repairs					m2		\$0.50	\$0.50
Contingencies	10%							\$3.03
							Total =	\$33.31
Gravel Road Rehabilitation AADT<200 - To Gravel Surface								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Earth Excavation			150		m2		\$2.25	\$2.25
Granular A			150		m2		\$6.48	\$6.48
Nominal Ditch Repairs					m2		\$0.50	\$0.50
Gravel Shoulders			50		m2		\$1.35	\$1.35
Contingencies	10%							\$1.06
							Total =	\$11.64
Semi-Urban or Rural Gravel AADT>=500 - Resurface to 1 HMA								
Item	Amount	Width (m)	Depth (mm)	Conversion Factor	Unit	Quantity	Unit Cost	Cost/m2
Pulverize					m2		\$2.00	\$2.00
Granular A	50%		150		m2		\$6.48	\$6.48
HL4 Asphalt			50	0.1225t/m2	m2		\$14.70	\$14.70
Gravel Shoulders			50		m2		\$1.35	\$1.35
Nominal Ditch Repairs					m2		\$0.50	\$0.50
Contingencies	10%							\$2.50
							Total =	\$27.53

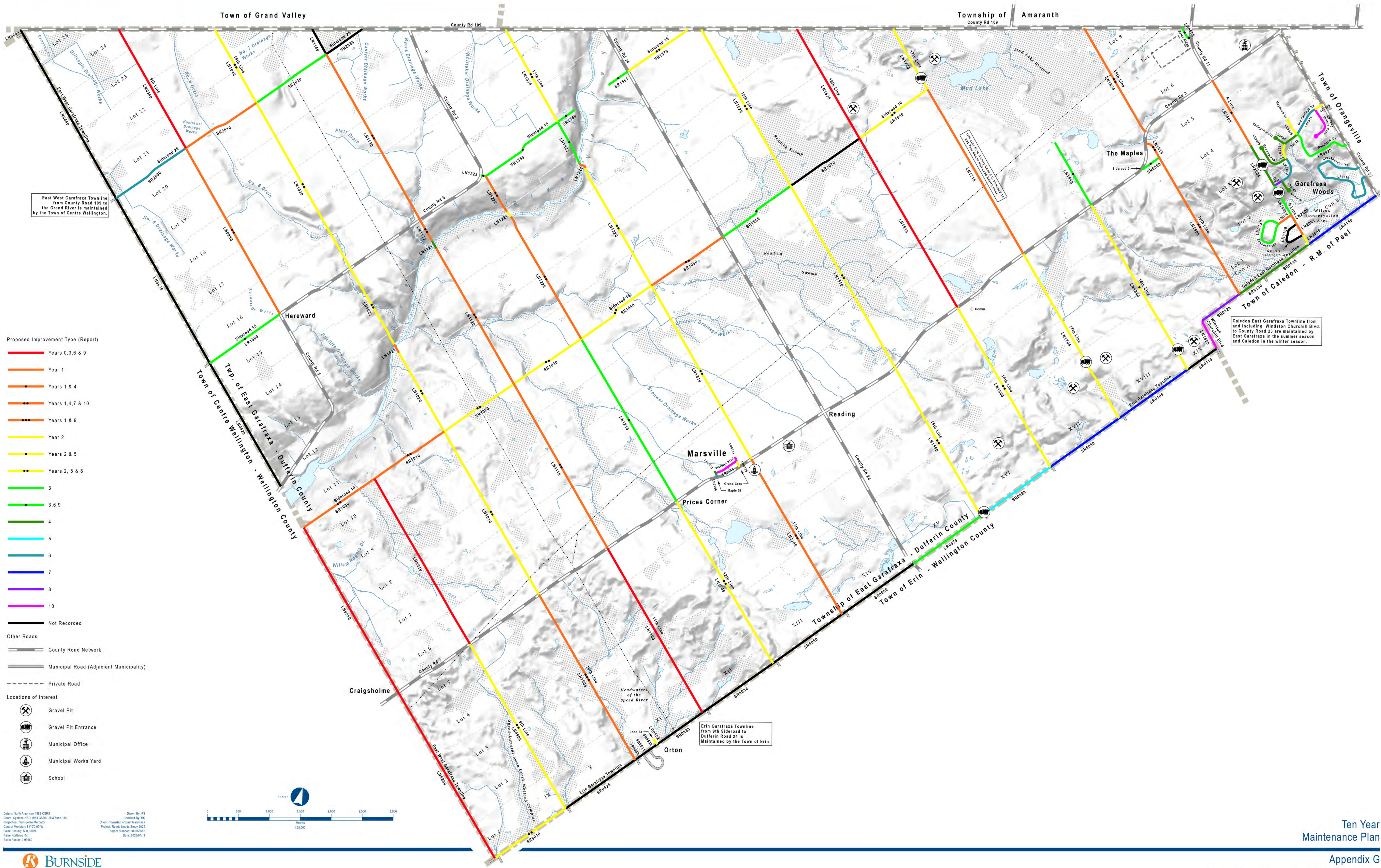


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Appendix G

10-Year Road Improvement Plan (Maintenance Plan)



Appendix G - 10-Year Road Improvement Plan (Maintenance Plan)

Municipal ID	Community	Name	Name From	Name To	Maintenance Percent	Boundary	Surface Material	Ride Comfort Rating (RCR)	Pavement Condition Index (PCI)	PCI Class	Structural Adequacy (1-20)	Priority Number (PQN)	Priority Rating (PR)	Distress Measurement Index (DMI)	Road Length (mi)	Road Width (m)	Platform Width (m)	Surface Area (m²)	Roadside Environment	AAD T	Proposed Lifecycle Improvement	Improvement Cost	2023 Benchmark Cost (\$/mi)	Adj. Lifecycle Improvement	Improvement Cost	Adj. Benchmark Cost (\$/mi)	Notes
LN0800	East Garrafra (Rural)	East-West Garrafra Townline	East Garrafra-Ern Townline	Duffin County Road 3	100	Yes	Gravel	7	76	Satisfactory Condition	13	25	15	8.50	3101	5.80	6.80	21087	Rural	45	Preventive Maintenance	\$11,597.85	\$0.55	Preventive	\$11,598	\$0.55	Proposed top up in 2023
LN0810	East Garrafra (Rural)	East-West Garrafra Townline	Duffin County Road 3	10 Sideroad	100	Yes	Gravel	9	85	Good Condition	16	24	10	8.81	3065	6.80	7.80	23907	Rural	80	Preventive Maintenance	\$13,148.85	\$0.55	Preventive	\$13,149	\$0.55	Proposed top up in 2023
LN0940	East Garrafra (Rural)	9th Line	20 Sideroad	Duffin County Road 109	100	No	Gravel	8	85	Good Condition	18	10	9	9.13	2203	6.00	7.00	15442	Rural	30	Preventive Maintenance	\$8,493.10	\$0.55	Preventive	\$8,493	\$0.55	Proposed top up in 2023
LN1620	East Garrafra (Rural)	16th Line	10th Sideroad	Duffin County Road 109	100	No	Gravel	7	78	Satisfactory Condition	0	27	14	8.87	2039	5.50	6.50	13294	Rural	60	Preventive Maintenance	\$7,289.70	\$0.55	Preventive	\$7,290	\$0.55	Proposed top up in 2023
LN1100	East Garrafra (Rural)	11th Line	East Garrafra-Ern Townline	Duffin County Road 3	100	No	Gravel	7	79	Satisfactory Condition	17	25	13	8.74	3065	7.00	8.00	24520	Rural	60	Preventive Maintenance	\$13,486.00	\$0.55	Preventive	\$13,486	\$0.55	Proposed top up in 2023
LN0910	East Garrafra (Rural)	9th Line	Duffin County Road 3	10 Sideroad	100	No	Gravel	8	82	Satisfactory Condition	17	25	13	8.50	3063	5.00	6.00	18486	Rural	80	Preventive Maintenance	\$15,167.30	\$0.55	Preventive	\$15,167	\$0.55	Proposed top up in 2023
LN1010	East Garrafra (Rural)	10th Line	Duffin County Road 3	10 Sideroad	100	No	Gravel	8	84	Satisfactory Condition	16	22	10	9.04	3156	6.00	7.00	22092	Rural	60	Preventive Maintenance	\$12,150.60	\$0.55	Preventive	\$12,151	\$0.55	Proposed top up in 2023
Total Gravel Length															19713					Total Gravel Cost					\$76,333		
Total Crack Sealing Length															NA					Total Crack Sealing Cost					NA		
2023 Total Length															19713					2023 Total Cost					\$76,333		
Year 1 (2024)																											
LN1220	East Garrafra (Rural)	12th Line	10th Sideroad	Grand River	100	No	Gravel	5	62	Fair Condition	17	39	23	8.07	2279	6.70	7.70	17548	Rural	50	Preventive Maintenance	\$9,651.57	\$0.55	Preventive	\$9,652	\$0.55	Topped up in 2021
SR1010	East Garrafra (Rural)	10 Sideroad	9th Line	10th Line	100	No	Gravel	7	78	Satisfactory Condition	17	15	17	8.67	1363	5.80	6.80	9288	Rural	200	Resurfacing	\$195,360.00	\$200.00	Preventive	\$5,097	\$0.55	Topped up in 2021
SR1000	East Garrafra (Rural)	10th Sideroad	East-West Garrafra Townline	9th Line	100	No	Gravel	7	78	Satisfactory Condition	17	51	15	8.63	1389	5.80	6.80	9445	Rural	100	Preventive Maintenance	\$5,194.75	\$0.55	Preventive	\$5,195	\$0.55	Topped up in 2021
LN1222	East Garrafra (Rural)	12th Line	Grand River	15 Sideroad	100	No	Gravel	9	90	Good Condition	17	10	6	9.35	671	6.70	7.70	5167	Rural	50	Preventive Maintenance	\$2,841.85	\$0.55	Preventive	\$2,842	\$0.55	Topped up in 2021
LN1120	East Garrafra (Rural)	11th Line	10th Sideroad	Grand River Bridge	100	No	Gravel	5	66	Fair Condition	15	51	23	8.44	2527	7.50	8.50	21480	Rural	80	Preventive Maintenance	\$11,814.00	\$0.55	Preventive	\$11,814	\$0.55	Topped up in 2018
LN1130	East Garrafra (Rural)	11th Line	Duffin County Road 5	20 Sideroad	100	No	Gravel	6	71	Satisfactory Condition	16	29	18	9.37	3074	7.00	8.00	24592	Rural	50	Preventive Maintenance	\$13,525.60	\$0.55	Preventive	\$13,526	\$0.55	Topped up in 2018
LN1122	East Garrafra (Rural)	11th Line	Grand River Bridge	Duffin County Road 5	100	No	Gravel	7	84	Satisfactory Condition	18	26	11	9.33	396	7.00	8.00	3168	Rural	82	Preventive Maintenance	\$1,742.40	\$0.55	Preventive	\$1,742	\$0.55	Topped up in 2018
LN1910	The Maples	19th Line	5th Sideroad	Duffin County Road 3	100	No	Gravel	8	93	Good Condition	0	22	5	10.00	338	5.70	6.70	2265	Rural	135	Preventive Maintenance	\$1,245.75	\$0.55	Preventive	\$1,246	\$0.55	Topped up in 2021
LN1110	East Garrafra (Rural)	11th Line	Duffin County Road 3	10 Sideroad	100	No	Gravel	7	77	Satisfactory Condition	15	23	14	8.86	3051	7.00	8.00	24498	Rural	50	Preventive Maintenance	\$13,424.40	\$0.55	Preventive	\$13,424	\$0.55	Topped up in 2018
LN1900	East Garrafra (Rural)	19th Line	Caledon-East Garrafra Townline	5th Sideroad	100	No	Gravel	8	81	Satisfactory Condition	16	61	14	8.67	2558	5.70	6.70	17139	Rural	135	Preventive Maintenance	\$9,426.45	\$0.55	Preventive	\$9,426	\$0.55	Topped up in 2021
SR1500	East Garrafra (Rural)	10 Sideroad	13th Line	Duffin County Road 24	100	No	Gravel	7	80	Satisfactory Condition	15	27	13	8.93	1398	6.00	7.00	9796	Rural	60	Preventive Maintenance	\$5,382.30	\$0.55	Preventive	\$5,382	\$0.55	Topped up in 2021
LN1300	East Garrafra (Rural)	13th Line	East Garrafra-Ern Townline	Duffin County Road 3	100	No	Gravel	7	83	Satisfactory Condition	17	42	12	9.19	2801	7.00	8.00	23208	Rural	100	Preventive Maintenance	\$12,764.40	\$0.55	Preventive	\$12,764	\$0.55	Topped up in 2018
LN1140	East Garrafra (Rural)	11th Line	20 Sideroad	Duffin County Road 109	100	No	Gravel	7	84	Satisfactory Condition	14	23	11	9.33	464	7.70	8.70	4037	Rural	80	Preventive Maintenance	\$2,220.35	\$0.55	Preventive	\$2,220	\$0.55	Topped up in 2018
LN1920	East Garrafra (Rural)	19th Line	Duffin County Road 3	Duffin County Road 109	100	No	Gravel	9	90	Good Condition	17	11	6	9.39	1962	6.00	7.00	13734	Rural	48	Preventive Maintenance	\$7,553.70	\$0.55	Preventive	\$7,554	\$0.55	Topped up in 2021
LN0630	East Garrafra (Rural)	6th Line	15 Sideroad	20 Sideroad	100	No	Gravel	9	96	Good Condition	19	4	2	10.00	3080	6.00	6.00	17270	Rural	60	Preventive Maintenance	\$15,246.00	\$0.55	Preventive	\$15,246	\$0.55	Topped up in 2021
LR0110	Garrafra Woods	Rayburn Meadows	A Line	Rayburn Meadows Loop	100	No	High Class Bituminous	10	86	Good Condition	17	17	8	9.43	139	7.00	8.00	10098	Semi-Urban	430	Routine Maintenance	Not Recorded	\$0.00	Routine	Not Recorded	\$0.00	Topped up in 2021
SR0210	East Garrafra (Rural)	20 Sideroad	9th Line	10th Line	100	No	High Class Bituminous	10	93	Good Condition	18	-1	6	9.34	1359	7.00	8.00	9506	Rural	200	Routine Maintenance	Not Recorded	\$0.00	Routine	\$7,130	\$0.75	Topped up in 2021
LN1321	East Garrafra (Rural)	13th Line (Bridge)	South Bank	North Bank	100	No	High Class Bituminous	9	92	Good Condition	17	-1	6	9.38	132	9.00	9.00	1188	Urban	100	Routine Maintenance	Not Recorded	\$0.00	Routine	\$891	\$0.75	Topped up in 2021
LN1900	East Garrafra (Rural)	19th Line	Nature's Landing Drive	Rayburn Meadows	100	No	High Class Bituminous	7	76	Satisfactory Condition	17	72	8	9.42	2767	7.00	8.00	22138	Rural	550	Routine Maintenance	Not Recorded	\$0.00	Routine	\$989	\$0.75	Topped up in 2019
LN2801	East Garrafra (Rural)	A Line	Nature's Landing Drive	Nature's Landing Drive	100	No	High Class Bituminous	8	90	Good Condition	16	-1	10	9.47	202	7.50	11.50	1515	Rural	635	Routine Maintenance	Not Recorded	\$0.00	Routine	\$1,136	\$0.75	Topped up in 2019
LN1710	East Garrafra (Rural)	17th Line	Duffin County Road 3	10 Sideroad	100	No	High Class Bituminous	10	95	Good Condition	19	-1	5	9.53	3074	7.00	8.00	21518	Rural	489	No Maintenance Required	Not Recorded	\$0.00	Routine	\$16,139	\$0.75	Topped up in 2022
LN1021	East Garrafra (Rural)	10th Line (Bridge)	South Bank	North Bank	100	No	High Class Bituminous	10	99	Good Condition	13	13	8	9.40	185	6.50	7.50	1308	Rural	80	Preventive Maintenance	\$8,995.00	\$0.55	Preventive	\$8,995	\$0.55	Topped up in 2022
LN1000	East Garrafra (Rural)	10th Line	East Garrafra-Ern Townline	Duffin County Road 3	100	No	High Class Bituminous	7	83	Fair Condition	2	56	33	6.79	3084	7.00	8.00	21588	Rural	341	Resurfacing	\$431,760.00	\$200.00	Preventive	\$86,352	\$4.00	Slurry seal applied as a holding strategy
Total Gravel Length															28863					Total Gravel Cost					\$123,229		
Total Crack Sealing Length															NA					Total Crack Sealing Cost					\$28,512		
Total Slurry Sealing Length															3084					Total Slurry Sealing Cost					\$86,352		
Year 1 Total Length															19711					Year 1 Total Cost					\$238,114		
Year 2 (2025)																											
LN1020	East Garrafra (Rural)	10th Line	Bridge 9	Duffin County Road 5	100	No	Gravel	7	82	Satisfactory Condition	18	66	14	8.97	1418	6.80	7.80	11060	Rural	180	Preventive Maintenance	\$6,083.00	\$0.55	Preventive	\$6,083	\$0.55	Topped up in 2022
LN1030	East Garrafra (Rural)	10th Line	Duffin County Road 5	20 Sideroad	100	No	Gravel	7	79	Satisfactory Condition	17	43	14	8.79	3069	6.80	7.80	23938	Rural	100	Preventive Maintenance	\$13,165.90	\$0.55	Preventive	\$13,166	\$0.55	Topped up in 2022
LN1020	East Garrafra (Rural)	10th Line	Bridge 9	10th Sideroad	100	No	Gravel	8	84	Satisfactory Condition	18	62	18	8.98	1468	6.80	7.80	11450	Rural	120	Preventive Maintenance	\$9,297.50	\$0.55	Preventive	\$9,298	\$0.55	Topped up in 2022
LN1010	East Garrafra (Rural)	10th Line	Duffin County Road 3	10 Sideroad	100	No	Gravel	8	84	Satisfactory Condition	18	33	11	8.76	3046	6.80	7.80	23759	Rural	100	Preventive Maintenance	\$13,037.45	\$0.55	Preventive	\$13,037	\$0.55	Topped up in 2022
LN1500	East Garrafra (Rural)	15th Line	10th Sideroad	10 Sideroad	100	No	Gravel	7	78	Satisfactory Condition	18	58	15	8.67	2915	5.00	6.00	17490	Rural	100	Preventive Maintenance	\$9,619.50	\$0.55	Preventive	\$9,620	\$0.55	Topped up in 2019
SR1030	East Garrafra (Rural)	10 Sideroad	11th Line	10th Sideroad	100	No	Gravel	7	78	Satisfactory Condition	17	15	17	8.67	1363	5.80	6.80	9290	Rural	200	Resurfacing	\$195,360.00	\$200.00	Preventive	\$5,097	\$0.55	Topped up in 2022
LN1320	East Garrafra (Rural)	13th Line	Grand River	10th Sideroad	100	No	Gravel	8	80	Satisfactory Condition	0	45	14	8.89	2489	6.00	7.00	15281	Rural	100	Preventive Maintenance	\$8,404.55	\$0.55	Preventive	\$8,405	\$0.55	Topped up in 2019
LN1510	East Garrafra (Rural)	15th Line	Duffin County Road 3	10 Sideroad	100	No	Gravel	9	83	Satisfactory Condition	17	68	1	9.33	330	5.00	6.00	22298	Rural	150	Preventive Maintenance	\$11,670.90	\$0.55	Preventive	\$11,164	\$0.55	Topped up in 2019
SR1640	East Garrafra (Rural)	10 Sideroad	12th Line	Duffin County Road 3	100	No	Gravel	7	79	Satisfactory Condition	15	22	13	8.76	1348	5.00	6.00	8616	Rural	40	Preventive Maintenance	\$4,738.50	\$0.55	Preventive	\$4,739	\$0.55	Topped up in 2019
LN1120	East Garrafra (Rural)	11th Line	East Garrafra-Ern Townline	Duffin County Road 109	100	No	Gravel	8	82	Satisfactory Condition	17	21	8	8.93	3046	5.00	6.00	17278	Rural	50	Preventive Maintenance	\$11,748.50	\$0.55	Preventive	\$11,749	\$0.55	Topped up in 2019
LN1310	East Garrafra (Rural)	13th Line	Duffin County Road 3	10 Sideroad	100	No	Gravel	8	84	Satisfactory Condition	16	51	12	9.01	3231	6.00	7.00	22617	Rural	140	Preventive Maintenance	\$12,438.35	\$0.55	Preventive	\$12,439	\$0.55	Topped up in 2019
SR0010	East Garrafra (Rural)	East Garrafra-Ern Townline	East-West Garrafra Townline	9th Line	100	Yes	Gravel	8	79	Satisfactory Condition	15	12	12	9.22	1397	7.00	8.00	11176	Rural	30	Preventive Maintenance	\$6,146.85	\$0.55	Preventive	\$6,147	\$0.55	Topped up in 2022
LN0900	East Garrafra (Rural)	9th Line	East Garrafra-Ern Townline	Duffin County Road 3	100	No	Gravel	8	82	Satisfactory Condition	16	25	14	8.81	3074	5.00	6.00	17516	Rural	50	Preventive Maintenance	\$9,633.80	\$0.55	Preventive	\$9,634	\$0.55	Topped up in 2022
SR1020	East Garrafra (Rural)	10 Sideroad	10th Line	11th Line	100	No	Gravel	7	86	Good Condition	16	11	11	9.56	1383	5.00	6.00	8178	Rural	200	Resurfacing	\$183,660.00	\$200.00	Preventive	\$4,498	\$0.55	Topped up in 2019
SR1080	East Garrafra (Rural)	10 Sideroad	16th Line	Duffin County Road 109	100	No	Gravel	8	83	Satisfactory Condition	17	32	11	8.89	1359	4.00	5.00	9765	Rural	60	Preventive Maintenance	\$3,737.25	\$0.55	Preventive	\$3,737	\$0.55	Topped up in 2019
LN1040	East Garrafra (Rural)	10th Line	Duffin County Road 3	Duffin County Road 109	100	No	Gravel	9	90	Good Condition	16	8	1	9.81	100	6.00	7										

Appendix G - 10-Year Road Improvement Plan (Maintenance Plan)

Municipal ID	Community	Name	Name From	Name To	Maintenance Percent	Boundary	Surface Material	Ride Comfort Rating (RCR)	Pavement Condition Index (PCI)	PCI Class	Structural Adequacy (1-20)	Priority Rating Number (RN)	Priority Rating (PR)	Distress Index (DMI)	Road Length (mi)	Road Width (m)	Platform Width (m)	Surface Area (sq m)	Roadside Environment	AAD T	Proposed Lifecycle Improvement	Improvement Cost	2023 Benchmark Cost (\$/m)	Adj. Lifecycle Improvement	Adj. Improvement Cost	Adj. Benchmark Cost (\$/m)	Notes
LN1920	East Garafusa (Rural)	19th Line	Dufferin County Road 3	Dufferin County Road 109	100	No	Gravel	9	90	Good Condition	17	11	6	9.39	1992	6.00	7.00	13734	Rural	48	Preventive Maintenance	\$7,553.70	\$0.55	Preventive	\$7,554	\$0.55	
LN930	East Garafusa (Rural)	9th Line	Dufferin County Road 3	Dufferin County Road 109	100	No	Gravel	9	90	Good Condition	19	4	2	10.00	3000	8.00	8.00	27720	Rural	50	Preventive Maintenance	\$15,246.00	\$0.55	Preventive	\$15,246	\$0.55	
SR040	East Garafusa (Rural)	East Garafusa-Caledon Townline	Shawes Creek Road	A Line	50	Yes	High Class Bituminous	6	49	Poor Condition	2	1627	86	5.87	880	7.00	10.50	6190	Rural	4842	Rehabilitation	\$104,720.00	\$34.00	Routine	\$2,310	\$0.75	Cost share with Caledon (Total Cost \$4,620)
SR030	East Garafusa (Rural)	East Garafusa-Caledon Townline	Shawes Creek Road	A Line	50	Yes	High Class Bituminous	6	49	Poor Condition	2	1627	86	5.87	496	7.00	10.50	3472	Rural	4942	Rehabilitation	\$59,024.00	\$34.00	Routine	\$2,310	\$0.75	Cost share with Caledon (Total Cost \$2,604)
LN2004	East Garafusa (Rural)	A Line	Old Carriage Road	1.05km N. of Old Carriage Road	100	No	High Class Bituminous	8	75	Satisfactory Condition	12	50	26	7.75	700	6.70	9.50	5005	Rural	722	Resurfacing	\$100,500.00	\$20.00	Routine	\$3,769	\$0.75	
LN2005	East Garafusa (Rural)	A Line	1.05km N. of Old Carriage Road	Dufferin County Road 3	100	No	Gravel	7	83	Satisfactory Condition	18	21	8	9.19	1232	6.00	6.00	11088	Rural	722	Resurfacing	\$22,760.00	\$20.00	Routine	\$3,316	\$0.75	Upgraded to HCB in Year 2
LR0060	Garafusa Woods	Springview Court	Old Carriage Road	End (Cul-de-Sac)	100	No	High Class Bituminous	7	79	Satisfactory Condition	12	6	13	8.83	288	6.80	6.80	1958	Semi-Urban	40	Resurfacing	\$39,160.00	\$20.00	Routine	\$1,309	\$0.75	
LR0023	Garafusa Woods	Woodland Drive	Springview Court	Springview Court	100	No	High Class Bituminous	7	78	Satisfactory Condition	10	43	20	8.53	254	6.70	8.20	1702	Semi-Urban	417	Resurfacing	\$34,040.00	\$20.00	Routine	\$1,277	\$0.75	
LR0151	Marville	Maple Street	Victoria Boulevard	End (Cul-de-Sac)	100	No	High Class Bituminous	6	78	Satisfactory Condition	15	1	12	9.09	47	6.50	7.50	306	Rural	10	Resurfacing	\$6,120.00	\$20.00	Routine	\$230	\$0.75	
LR0070	Garafusa Woods	Greenwood Crescent	Old Carriage Road	End (Cul-de-Sac)	100	No	High Class Bituminous	7	77	Satisfactory Condition	8	19	18	8.44	658	6.70	6.70	4409	Semi-Urban	180	Resurfacing	\$88,180.00	\$20.00	Routine	\$3,307	\$0.75	
LR0090	Garafusa Woods	Cedar Place	Old Carriage Road	End (Cul-de-Sac)	100	No	High Class Bituminous	7	77	Satisfactory Condition	13	3	13	8.37	293	7.00	11.00	2051	Semi-Urban	32	Resurfacing	\$41,020.00	\$20.00	Routine	\$1,538	\$0.75	
LN1121	East Garafusa (Rural)	11th Line (Bridge)	South Bank	North Bank	100	No	High Class Bituminous	7	76	Satisfactory Condition	11	5	16	8.29	129	7.50	7.50	968	Urban	80	Resurfacing	\$20,328.00	\$21.00	Routine	\$726	\$0.75	
												Total Crack Sealing Length		27461		Total Gravel Cost		\$177,131									
												Total Crack Sealing Length		5027		Total Crack Sealing Cost		\$24,242									
												Year 4 Total Length		32476		Year 4 Total Cost		\$141,373									
Year 5 (2026)																											
LN1022	East Garafusa (Rural)	10th Line	Bridge 9	Dufferin County Road 5	100	No	Gravel	7	82	Satisfactory Condition	18	66	14	9.07	1418	6.80	7.80	11080	Rural	180	Preventive Maintenance	\$6,083.00	\$0.55	Preventive	\$6,083	\$0.55	
LN1030	East Garafusa (Rural)	10th Line	Dufferin County Road 5	20 Sideroad	100	No	Gravel	7	79	Satisfactory Condition	17	43	14	8.79	3069	6.80	7.80	23838	Rural	100	Preventive Maintenance	\$13,165.90	\$0.55	Preventive	\$13,166	\$0.55	
LN1020	East Garafusa (Rural)	10th Line	Bridge 9	Dufferin County Road 5	100	No	Gravel	8	84	Satisfactory Condition	18	66	12	9.86	1468	6.80	7.80	11450	Rural	180	Preventive Maintenance	\$6,297.50	\$0.55	Preventive	\$6,298	\$0.55	
LN1010	East Garafusa (Rural)	10th Line	Dufferin County Road 3	10 Sideroad	100	No	Gravel	9	84	Satisfactory Condition	18	33	11	8.76	3046	6.80	7.80	23759	Rural	100	Preventive Maintenance	\$13,067.45	\$0.55	Preventive	\$13,067	\$0.55	
LN1520	East Garafusa (Rural)	15th Line	10th Sideroad	15 Sideroad	100	No	Gravel	7	78	Satisfactory Condition	18	58	15	8.67	2915	5.00	6.00	17490	Rural	100	Preventive Maintenance	\$9,619.50	\$0.55	Preventive	\$9,620	\$0.55	
SR1030	East Garafusa (Rural)	10th Line	12th Line	10th Sideroad	100	No	Gravel	7	80	Satisfactory Condition	17	73	15	8.93	1399	5.50	6.50	8909	Rural	150	Preventive Maintenance	\$4,079.95	\$0.55	Preventive	\$4,080	\$0.55	
LN1320	East Garafusa (Rural)	13th Line	10th Sideroad	Grand River	100	No	Gravel	7	80	Satisfactory Condition	0	45	14	8.89	2183	6.00	7.00	15281	Rural	100	Preventive Maintenance	\$8,404.55	\$0.55	Preventive	\$8,405	\$0.55	
LN1510	East Garafusa (Rural)	15th Line	Dufferin County Road 3	10 Sideroad	100	No	Gravel	9	83	Satisfactory Condition	17	68	13	8.56	3383	5.00	6.00	20208	Rural	100	Preventive Maintenance	\$11,163.90	\$0.55	Preventive	\$11,164	\$0.55	
SR1040	East Garafusa (Rural)	10th Line	12th Line	10th Sideroad	100	No	Gravel	7	79	Satisfactory Condition	17	73	15	8.93	1399	5.50	6.50	8909	Rural	150	Preventive Maintenance	\$4,079.95	\$0.55	Preventive	\$4,080	\$0.55	
LN1200	East Garafusa (Rural)	12th Line	East Garafusa-Erin Townline	Dufferin County Road 3	100	No	Gravel	7	80	Satisfactory Condition	16	21	12	8.93	3038	6.50	7.50	22785	Rural	50	Preventive Maintenance	\$12,531.75	\$0.55	Preventive	\$12,532	\$0.55	
LN1310	East Garafusa (Rural)	13th Line	Dufferin County Road 3	10 Sideroad	100	No	Gravel	8	84	Satisfactory Condition	16	51	12	9.01	3231	6.00	7.00	22817	Rural	140	Preventive Maintenance	\$12,439.35	\$0.55	Preventive	\$12,439	\$0.55	
SR0210	East Garafusa (Rural)	East Garafusa-Erin Townline	East-West Garafusa Townline	9th Line	100	Yes	Gravel	6	79	Satisfactory Condition	15	13	12	9.22	1397	7.00	8.00	11176	Rural	30	Preventive Maintenance	\$6,146.80	\$0.55	Preventive	\$6,147	\$0.55	
LN0900	East Garafusa (Rural)	East Garafusa-Erin Townline	Dufferin County Road 3	9th Line	100	Yes	Gravel	6	79	Satisfactory Condition	15	13	12	9.22	1397	7.00	8.00	11176	Rural	30	Preventive Maintenance	\$6,146.80	\$0.55	Preventive	\$6,147	\$0.55	
SR1020	East Garafusa (Rural)	10 Sideroad	10th Line	11th Line	100	No	Gravel	7	86	Good Condition	16	11	11	9.56	1363	5.00	6.00	8178	Rural	200	Resurfacing	\$169,560.00	\$20.00	Preventive	\$4,488	\$0.55	
SR1080	East Garafusa (Rural)	10 Sideroad	16th Line	17th Line	100	No	Gravel	6	83	Satisfactory Condition	17	32	11	8.99	1359	4.00	5.00	6795	Rural	60	Preventive Maintenance	\$3,737.25	\$0.55	Preventive	\$3,737	\$0.55	
LN1040	East Garafusa (Rural)	10 Sideroad	Dufferin County Road 109	20 Sideroad	100	No	Gravel	8	81	Satisfactory Condition	17	38	14	8.91	1389	6.00	8.00	10928	Rural	40	Preventive Maintenance	\$8,014.80	\$0.55	Preventive	\$1,727	\$0.55	
SR1570	East Garafusa (Rural)	15 Sideroad	Dufferin County Road 24	Dufferin County Road 109	100	No	Gravel	9	91	Good Condition	20	7	5	9.50	1175	7.30	8.30	9753	Rural	40	Preventive Maintenance	\$5,364.15	\$0.55	Preventive	\$5,365	\$0.55	
LN1500	East Garafusa (Rural)	15th Line	East Garafusa-Erin Townline	Dufferin County Road 3	100	No	Gravel	7	76	Satisfactory Condition	17	72	16	8.42	2767	7.00	8.00	22136	Rural	150	Preventive Maintenance	\$12,174.80	\$0.55	Preventive	\$12,175	\$0.55	
LN1330	East Garafusa (Rural)	13th Line	Dufferin County Road 109	15 Sideroad	100	No	Gravel	7	75	Satisfactory Condition	15	20	15	8.58	2980	7.50	8.50	25330	Rural	42	Preventive Maintenance	\$13,831.50	\$0.55	Preventive	\$13,832	\$0.55	
SR1000	East Garafusa (Rural)	East Garafusa-Erin Townline	16th Line	17th Line	100	Yes	High Class Bituminous	7	77	Satisfactory Condition	15	70	30	8.39	1589	11.00	9.00	15059	Rural	1782	Resurfacing	\$301,180.00	\$20.00	Routine	\$11,284	\$0.75	
LN1800	East Garafusa (Rural)	18th Line	East Garafusa-Erin Townline	Dufferin County Road 3	100	No	Gravel	6	76	Satisfactory Condition	16	53	28	8.93	3012	6.50	7.50	23040	Rural	1070	Resurfacing	\$460,600.00	\$20.00	Routine	\$17,280	\$0.75	
												Total Gravel Length		43696		Total Gravel Cost		\$170,311									
												Total Crack Sealing Length		4441		Total Crack Sealing Cost		\$28,574									
												Year 5 Total Length		48137		Year 5 Total Cost		\$198,885									
Year 6 (2029)																											
LN0800	East Garafusa (Rural)	East-West Garafusa Townline	East Garafusa-Erin Townline	Dufferin County Road 3	100	Yes	Gravel	7	76	Satisfactory Condition	13	25	15	8.50	3101	5.80	6.80	21087	Rural	45	Preventive Maintenance	\$11,597.85	\$0.55	Preventive	\$11,598	\$0.55	
LN810	East Garafusa (Rural)	East-West Garafusa Townline	Dufferin County Road 3	10 Sideroad	100	Yes	Gravel	9	85	Good Condition	10	21	9	8.81	3069	6.80	7.80	23807	Rural	80	Preventive Maintenance	\$13,148.85	\$0.55	Preventive	\$13,149	\$0.55	
LN0940	East Garafusa (Rural)	9th Line	20 Sideroad	Dufferin County Road 109	100	No	Gravel	8	85	Good Condition	18	10	9	9.13	2206	6.00	7.00	15442	Rural	30	Preventive Maintenance	\$6,493.10	\$0.55	Preventive	\$6,493	\$0.55	
LN1600	East Garafusa (Rural)	16th Line	10th Sideroad	Dufferin County Road 109	100	No	Gravel	7	78	Satisfactory Condition	0	27	14	8.87	2039	5.50	6.50	13524	Rural	50	Preventive Maintenance	\$7,289.70	\$0.55	Preventive	\$7,290	\$0.55	
LN1100	East Garafusa (Rural)	11th Line	East Garafusa-Erin Townline	Dufferin County Road 3	100	No	Gravel	7	78	Satisfactory Condition	13	17	13	7.90	1262	6.00	7.00	24920	Rural	60	Preventive Maintenance	\$13,488.00	\$0.55	Preventive	\$13,488	\$0.55	
LN0910	East Garafusa (Rural)	9th Line	Dufferin County Road 3	10 Sideroad	100	No	Gravel	8	80	Satisfactory Condition	17	42	13	8.50	3081	5.00	6.00	18486	Rural	80	Preventive Maintenance	\$10,167.30	\$0.55	Preventive	\$10,167	\$0.55	
LN1610	East Garafusa (Rural)	16th Line	Dufferin County Road 3	10 Sideroad	100	No	Gravel	8	84	Satisfactory Condition	16	22	10	9.04	3156	6.00	7.00	22962	Rural	60	Preventive Maintenance	\$12,150.60	\$0.55	Preventive	\$12,151	\$0.55	
SR1561	East Garafusa (Rural)	15 Sideroad	Dufferin County Road 24	Dufferin County Road 109	100	No	Gravel	8	81	Satisfactory Condition	17	38	14	8.91	1389	6.00	8.00	10928	Rural	40	Preventive Maintenance	\$8,014.80	\$0.55	Preventive	\$1,727	\$0.55	
SR1560	East Garafusa (Rural)	15 Sideroad	East-West Garafusa Townline	9th Line	100	No	Gravel	8	81	Satisfactory Condition	18	13	11	8.88	1383	6.00	7.00	9981	Rural	30	Preventive Maintenance	\$5,924.55	\$0.55	Preventive	\$5,925	\$0.55	
LN1223	East Garafusa (Rural)	12th Line	East Garafusa-Erin Townline	Dufferin County Road 3	100	No	Gravel	7	79	Satisfactory Condition	14	12	11	8.81	338	4.30	4.30	1453	Rural	15	Preventive Maintenance	\$799.15	\$0.55	Preventive	\$799	\$0.55	
LN1322	East Garafusa (Rural)	13th Line	Grand River	15th Sideroad	100	No	Gravel	6	86	Good Condition	17	32	10	9.26	754	6.00	7.00	5278	Rural	100	Preventive Maintenance	\$2,900.90	\$0.55	Preventive	\$2,903	\$0.55	
LN1223	East Garafusa (Rural)	12th Line	East Garafusa-Erin Townline	Dufferin County Road 3	100	No	Gravel	6	86	Good Condition	17	32	10	9.26	754	6.00	7.00	5278	Rural	100	Preventive Maintenance	\$2,900.90	\$0.55	Preventive	\$2,903	\$0.55	
SR0600	The Maples																										

Appendix G - 10-Year Road Improvement Plan (Maintenance Plan)

Municipal ID	Community	Name	Name From	Name To	Maintenance Percent	Boundary Road	Surface Material	Ride Comfort Rating (RCR)	Pavement Condition Index (PCI)	PCI Class	Structural Adequacy (1-20)	Priority Guide Number (PGN)	Priority Rating (PR)	Distress Manifestation Index (DMI)	Road Length (m)	Road Width (m)	Platform Width (m)	Surface Area (m ²)	Roadside Environment	AAD T	Proposed Lifecycle Improvement	Improvement Cost	2023 Benchmark Cost (\$/m ²)	Adj. Lifecycle Improvement	Adj. Improvement Cost	Adj. Benchmark Cost (\$/m ²)	Notes		
Year 9 (2032)																													
															Year 8 Total Length 44566														
LN0800	East Garafraa (Rural)	East-West Garafraa Townline	East Garafraa-Erin Townline	Dufferin County Road 3	100	Yes	Gravel	7	76	Satisfactory Condition	13	25	15	8.50	3101	5.80	6.80	21087	Rural	45	Preventive Maintenance	\$11,597.85	\$0.55	Preventive	\$11,598	\$0.55			
LN0810	East Garafraa (Rural)	East-West Garafraa Townline	Dufferin County Road 3	10 Sideroad	100	Yes	Gravel	9	85	Good Condition	16	24	10	8.81	3065	6.80	7.80	23907	Rural	80	Preventive Maintenance	\$13,148.85	\$0.55	Preventive	\$13,149	\$0.55			
LN0940	East Garafraa (Rural)	9th Line	20 Sideroad	Dufferin County Road 109	100	No	Gravel	8	85	Good Condition	18	10	9	9.13	2206	6.00	7.00	15442	Rural	30	Preventive Maintenance	\$8,493.10	\$0.55	Preventive	\$8,493	\$0.55			
LN1620	East Garafraa (Rural)	16th Line	10th Sideroad	Dufferin County Road 109	100	No	Gravel	7	78	Satisfactory Condition	0	27	14	8.87	2039	5.50	6.50	13254	Rural	50	Preventive Maintenance	\$7,289.70	\$0.55	Preventive	\$7,290	\$0.55			
LN1100	East Garafraa (Rural)	11th Line	East Garafraa-Erin Townline	Dufferin County Road 3	100	No	Gravel	7	79	Satisfactory Condition	17	25	13	8.74	3065	7.00	8.00	24520	Rural	60	Preventive Maintenance	\$13,486.00	\$0.55	Preventive	\$13,486	\$0.55			
LN0910	East Garafraa (Rural)	9th Line	Dufferin County Road 3	10 Sideroad	100	No	Gravel	8	80	Satisfactory Condition	17	42	13	8.50	3081	5.00	6.00	16486	Rural	80	Preventive Maintenance	\$10,167.30	\$0.55	Preventive	\$10,167	\$0.55			
LN1610	East Garafraa (Rural)	16th Line	Dufferin County Road 3	10 Sideroad	100	No	Gravel	8	84	Satisfactory Condition	16	22	10	9.04	3156	6.00	7.00	22042	Rural	60	Preventive Maintenance	\$12,150.60	\$0.55	Preventive	\$12,151	\$0.55			
SR1561	East Garafraa (Rural)	15 Sideroad	End (West)	Dufferin County Road 24	100	No	Gravel	6	78	Satisfactory Condition	14	10	12	9.15	387	6.00	7.00	2709	Rural	20	Preventive Maintenance	\$1,489.95	\$0.55	Preventive	\$1,490	\$0.55			
SR1500	East Garafraa (Rural)	15 Sideroad	East-West Garafraa Townline	9th Line	100	No	Gravel	8	81	Satisfactory Condition	18	13	11	8.68	1383	6.00	7.00	9681	Rural	30	Preventive Maintenance	\$5,324.55	\$0.55	Preventive	\$5,325	\$0.55			
SR1560	East Garafraa (Rural)	15 Sideroad	13th Line	End (East)	100	No	Gravel	7	79	Satisfactory Condition	14	12	11	8.81	338	3.30	4.30	1453	Rural	15	Preventive Maintenance	\$799.15	\$0.55	Preventive	\$799	\$0.55			
LN1322	East Garafraa (Rural)	13th Line	Grand River	15th Sideroad	100	No	Gravel	8	86	Good Condition	17	32	10	9.26	754	6.00	7.00	5278	Rural	100	Preventive Maintenance	\$2,902.90	\$0.55	Preventive	\$2,903	\$0.55			
LN1223	East Garafraa (Rural)	Unknown	Dufferin County Road 5	12th Line / 15 Sideroad Intersection	100	No	Gravel	9	94	Good Condition	17	8	4	9.78	80	7.00	8.00	640	Rural	70	Preventive Maintenance	\$352.00	\$0.55	Preventive	\$352	\$0.55			
SR0550	The Maples	5th Sideroad	Dufferin County Road 3	19th Line	100	Yes	Gravel	8	93	Good Condition	1	4	10.00	341	6.50	8.00	2728	Rural	10	Preventive Maintenance	\$1,500.40	\$0.55	Preventive	\$1,500	\$0.55				
LR0060	East Garafraa (Rural)	Ram's Ridge	Highway 5	Cul-de-Sac	100	No	Gravel	6	69	Fair Condition	15	3	6	8.11	250	6.50	7.50	1675	Rural	5	Preventive Maintenance	\$1,031.25	\$0.55	Preventive	\$1,031	\$0.55			
LN1210	East Garafraa (Rural)	12th Line	Dufferin County Road 3	10 Sideroad	100	No	Gravel	4	52	Poor Condition	14	53	30	7.74	3046	6.00	7.00	21322	Rural	60	Rehabilitation	\$106,610.00	\$5.00	Rehabilitation	\$11,727	\$0.55			
SR1080	East Garafraa (Rural)	10 Sideroad	Dufferin County Road 24	15th Line	100	No	Gravel	6	72	Satisfactory Condition	11	53	18	8.52	1381	4.00	5.00	6905	Rural	60	Preventive Maintenance	\$3,797.75	\$0.55	Preventive	\$3,798	\$0.55			
LN1810	East Garafraa (Rural)	18th Line	Dufferin County Road 3	End (North)	100	No	Gravel	6	74	Satisfactory Condition	16	21	15	8.74	1175	5.00	6.00	7050	Rural	30	Preventive Maintenance	\$3,877.50	\$0.55	Preventive	\$3,878	\$0.55			
SR1550	East Garafraa (Rural)	15 Sideroad	12th Line	13th Line	100	No	Gravel	8	76	Satisfactory Condition	17	38	14	8.27	1467	4.50	5.50	8069	Rural	60	Preventive Maintenance	\$4,437.95	\$0.55	Preventive	\$4,438	\$0.55			
LN1000	East Garafraa (Rural)	10th Line	East Garafraa-Erin Townline	Dufferin County Road 3	100	No	High Class Bituminous	7	63	Fair Condition	2	56	33	6.79	3084	7.00	9.00	21588	Rural	341	Resurface	\$431,760.00	\$20.00	Routine	\$16,191	\$0.75			
															Total Gravel Length 30215					Total Crack Sealing Length 3034					Total Gravel Cost \$113,374				
															Total Crack Sealing Length 3034					Year 9 Total Length 33399					Total Crack Sealing Cost \$16,191				
															Year 10 (2033)					Year 9 Total Length 33399					Year 10 Total Cost \$129,765				
LN1220	East Garafraa (Rural)	12th Line	10th Sideroad	Grand River	100	No	Gravel	5	62	Fair Condition	17	39	23	8.07	2279	6.70	7.70	17548	Rural	50	Preventive Maintenance	\$9,651.57	\$0.55	Preventive	\$9,652	\$0.55			
SR1010	East Garafraa (Rural)	10 Sideroad	9th Line	10th Line	100	No	Gravel	7	78	Satisfactory Condition	17	15	17	8.67	1363	5.80	6.80	9268	Rural	200	Resurface	\$185,360.00	\$20.00	Preventive	\$5,097	\$0.55			
SR1000	East Garafraa (Rural)	10th Sideroad	East-West Garafraa Townline	9th Line	100	No	Gravel	7	78	Satisfactory Condition	17	51	15	8.63	1389	5.80	6.80	9445	Rural	100	Preventive Maintenance	\$5,194.75	\$0.55	Preventive	\$5,195	\$0.55			
LN1222	East Garafraa (Rural)	12th Line	Grand River	15 Sideroad	100	No	Gravel	9	90	Good Condition	17	10	6	9.35	671	6.70	7.70	5187	Rural	50	Preventive Maintenance	\$2,841.85	\$0.55	Preventive	\$2,842	\$0.55			
LN1120	East Garafraa (Rural)	11th Line	10th Sideroad	Grand River Bridge	100	No	Gravel	5	66	Fair Condition	15	51	23	8.44	2577	7.50	8.50	21490	Rural	80	Preventive Maintenance	\$11,814.00	\$0.55	Preventive	\$11,814	\$0.55			
LN1130	East Garafraa (Rural)	11th Line	20 Sideroad	Dufferin County Road 5	100	No	Gravel	6	71	Satisfactory Condition	16	26	18	8.37	3074	7.00	8.00	24562	Rural	50	Preventive Maintenance	\$13,525.60	\$0.55	Preventive	\$13,526	\$0.55			
LN1122	East Garafraa (Rural)	11th Line	Grand River Bridge	Dufferin County Road 5	100	No	Gravel	7	84	Satisfactory Condition	18	26	11	9.33	386	7.00	8.00	3188	Rural	82	Preventive Maintenance	\$1,742.40	\$0.55	Preventive	\$1,742	\$0.55			
LN1910	The Maples	19th Line	5th Sideroad	Dufferin County Road 3	100	No	Gravel	8	93	Good Condition	0	22	5	10.00	338	5.70	6.70	2265	Rural	135	Preventive Maintenance	\$1,245.75	\$0.55	Preventive	\$1,246	\$0.55			
LN1110	East Garafraa (Rural)	11th Line	Dufferin County Road 3	10 Sideroad	100	No	Gravel	7	77	Satisfactory Condition	15	23	14	8.56	3051	7.00	8.00	24408	Rural	50	Preventive Maintenance	\$13,424.40	\$0.55	Preventive	\$13,424	\$0.55			
LN1900	East Garafraa (Rural)	19th Line	Caledon-East Garafraa Townline	5th Sideroad	100	No	Gravel	8	91	Satisfactory Condition	16	61	14	8.67	2558	5.70	6.70	17136	Rural	135	Preventive Maintenance	\$9,426.45	\$0.55	Preventive	\$9,426	\$0.55			
SR1050	East Garafraa (Rural)	10 Sideroad	13th Line	Dufferin County Road 24	100	No	Gravel	7	80	Satisfactory Condition	15	27	13	8.93	1938	6.00	7.00	9786	Rural	80	Preventive Maintenance	\$5,382.30	\$0.55	Preventive	\$5,382	\$0.55			
LN1300	East Garafraa (Rural)	13th Line	East Garafraa-Erin Townline	Dufferin County Road 3	100	No	Gravel	7	83	Satisfactory Condition	16	34	12	9.19	2501	7.00	8.00	23208	Rural	100	Preventive Maintenance	\$12,764.40	\$0.55	Preventive	\$12,764	\$0.55			
LN1140	East Garafraa (Rural)	11th Line	20 Sideroad	Dufferin County Road 109	100	No	Gravel	7	84	Satisfactory Condition	14	23	11	9.33	464	7.70	8.70	4937	Rural	80	Preventive Maintenance	\$2,220.35	\$0.55	Preventive	\$2,220	\$0.55			
LN1920	East Garafraa (Rural)	19th Line	Dufferin County Road 3	Dufferin County Road 109	100	No	Gravel	9	90	Good Condition	17	11	6	9.36	1982	6.00	7.00	13734	Rural	48	Preventive Maintenance	\$7,553.70	\$0.55	Preventive	\$7,554	\$0.55			
LN0930	East Garafraa (Rural)	9th Line	15 Sideroad	20 Sideroad	100	No	Gravel	9	96	Good Condition	19	4	2	10.00	3080	8.00	9.00	27720	Rural	50	Preventive Maintenance	\$15,246.00	\$0.55	Preventive	\$15,246	\$0.55			
LN1890	East Garafraa (Rural)	Windsong Church Boulevard	East Garafraa - Erin Townline	Caledon-East Garafraa Townline	50	Yes	High Class Bituminous	6	65	Fair Condition	3	388	56	7.65	494	7.00	11.00	3458	Rural	4147	Resurface	\$34,980.00	\$20.00	Routine	\$1,297	\$0.75	Cost share with Caledon (Total Cost \$2,594)		
LR0040	Garafraa Woods	Hilltop Crescent	Old Carriage Road	End (Cul-de-Sac)	100	No	High Class Bituminous	5	43	Poor Condition	2	125	43	5.87	657	7.00	7.00	4599	Semi-Urban	160	Rehabilitation	\$87,381.00	\$19.00	Routine	\$4,491	\$0.75			
LR0131	Marville	Grand Crescent	Victoria Boulevard	End	100	No	High Class Bituminous	6	63	Fair Condition	6	3	21	7.33	77	8.50	9.50	655	Rural	20	Resurface	\$13,100.00	\$20.00	Resurface	\$489	\$0.75			
LR0140	Marville	Victoria Boulevard	Maple Street	Grand Crescent	100	No	High Class Bituminous	7	70	Satisfactory Condition	12	33	25	7.84	385	7.00	9.00	2695	Semi-Urban	250	Resurface	\$53,900.00	\$20.00	Resurface	\$2,021	\$0.75			
															Total Gravel Length 27451					Total Crack Sealing Length 462					Total Gravel Cost \$117,131				
															Total Crack Sealing Length 462					Year 10 Total Length 27913					Total Crack Sealing Cost \$7,299				
															Year 10 Total Length 27913										Year 10 Total Cost \$124,389				



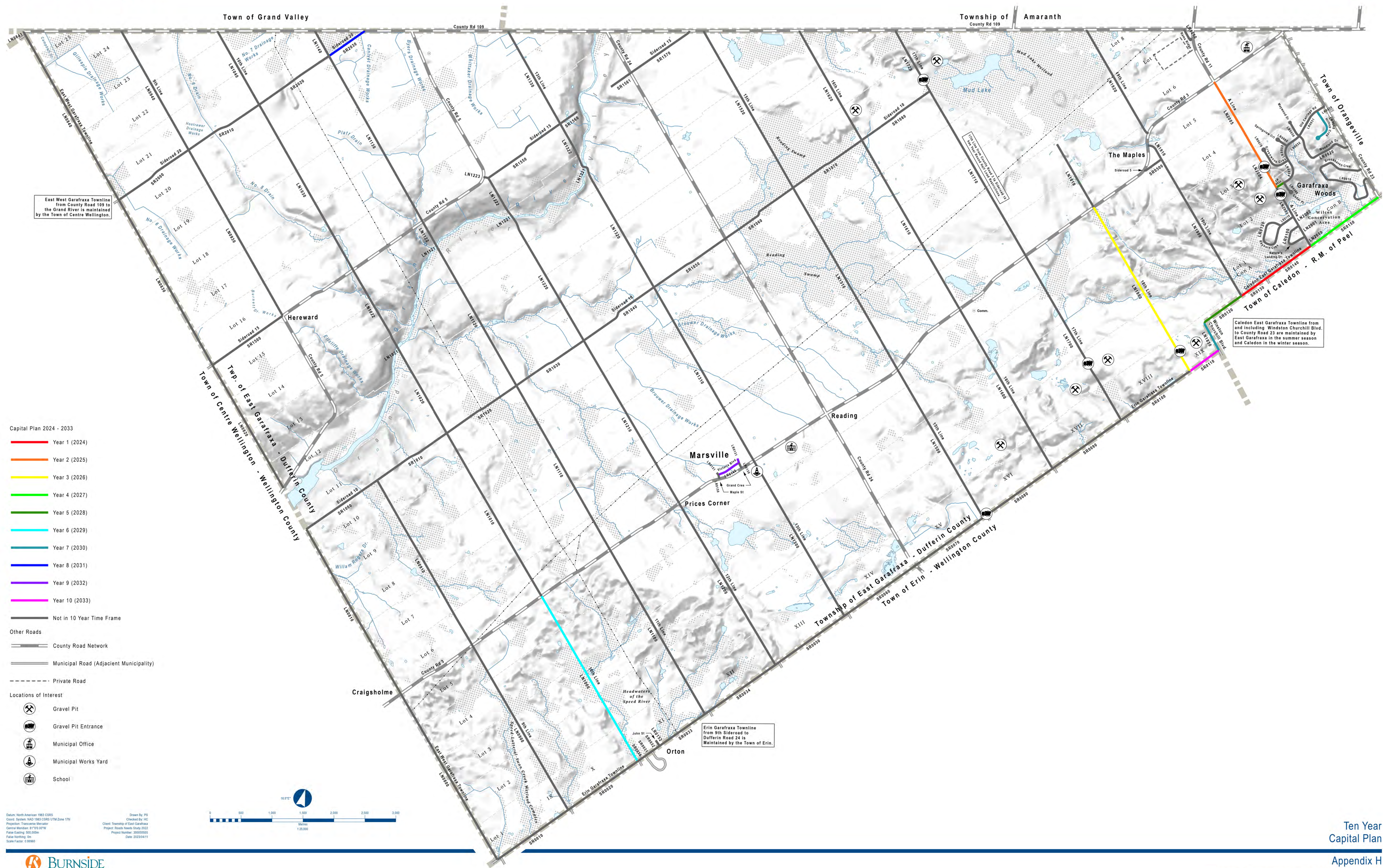
BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]

Appendix H

10-Year Road Improvement Plan (Capital Plan)

Township of East Garafraxa Roads Needs Study 2022



Appendix H - 10-Year Road Improvement Plan (Capital Plan)

Municipal ID	Community	Name	Name From	Name To	Maintenance Percent	Boundary Road	Surface Material	Ride Comfort Rating (RCR)	Pavement Condition Index (PCI)	PCI Class	Structural Adequacy (1-20)	Priority Guide Number (PQN)	Priority Rating	Distress Index (DMI)	Road Length (m)	Road Width (m)	Platform Width (m)	Surface Area (m²)	Roadside Environment	AAD T	Proposed Lifecycle Improvement	Improvement Cost	2023 Benchmark & Cost (\$/m)	Ag. Lifecycle Improvement	Adj. Improvement Cost	Adj. Benchmark Cost (\$/m²)	Notes
Year 1 (2024)																											
SR1040	East Garafusa (Rural)	East Garafusa-Caledon Townline	Shaws Creek Road	A Line	50	Yes	High Class Bituminous	6	49	Poor Condition	2	1027	86	5.87	880	7.00	10.50	6160	Rural	4942	Rehabilitation	\$126,280.00	\$41.00	Rehabilitation	\$126,280.00	\$41.00	Cost share with Caledon (Total Cost \$252,560)
SR1030	East Garafusa (Rural)	East Garafusa-Caledon Townline	198h Line	Shaws Creek Road	50	Yes	High Class Bituminous	6	49	Poor Condition	2	1027	86	5.87	496	7.00	10.50	3472	Rural	4942	Rehabilitation	\$71,176.00	\$41.00	Rehabilitation	\$71,176.00	\$41.00	Cost share with Caledon (Total Cost \$142,352)
Total Hardtop Length															1376												
Total Gravel Conversion Length															N/A												
Year 1 Total Length															1376												
Year 2 (2025)																											
LN2004	East Garafusa (Rural)	A Line	Old Carriage Road	1.05km N. of Old Carriage Road	100	No	High Class Bituminous	8	75	Satisfactory Condition	12	50	26	7.75	750	6.70	9.50	5025	Rural	722	Resurface	\$100,500.00	\$20.00	Resurface	\$100,500	\$20.00	
LN2005	East Garafusa (Rural)	A Line	1.05km N. of Old Carriage Road	Dufferin County Road 3	100	No	Gravel	7	63	Satisfactory Condition	16	21	18	9.19	1232	8.00	9.00	11088	Rural	722	Resurface	\$310,464.00	\$26.00	Resurface	\$310,464	\$26.00	Upgrade to asphalt surface due to AADT
Total Hardtop Length															750												
Total Gravel Conversion Length															1232												
Year 2 Total Length															1982												
Year 3 (2026)																											
LN1800	East Garafusa (Rural)	18h Line	East Garafusa-Erin Townline	Dufferin County Road 3	100	No	Gravel	6	76	Satisfactory Condition	16	53	28	6.93	3072	6.50	7.50	23040	Rural	1070	Resurface	\$460,800.00	\$20.00	Resurface	\$645,120	\$26.00	Upgrade to asphalt surface due to AADT
Total Hardtop Length															N/A												
Total Gravel Conversion Length															3072												
Year 3 Total Length															3072												
Year 4 (2027)																											
SR1050	East Garafusa (Rural)	East Garafusa-Caledon Townline	A Line	Dufferin County Road 23	50	Yes	High Class Bituminous	8	64	Fair Condition	17	618	63	6.59	1349	7.50	9.50	10118	Rural	5757	Resurface	\$101,180.00	\$20.00	Rehabilitation	\$207,419	\$41.00	Cost share with Caledon (Total Cost \$414,836)
Total Hardtop Length															1349												
Total Gravel Conversion Length															N/A												
Year 4 Total Length															1349												
Year 5 (2028)																											
SR1020	East Garafusa (Rural)	East Garafusa-Caledon Townline	Caledon-East Garafusa Townline	19h Line	50	Yes	High Class Bituminous	6	55	Fair Condition	3	1205	72	6.50	745	7.00	11.00	5215	Rural	4147	Rehabilitation	\$106,907.50	\$41.00	Rehabilitation	\$106,908	\$41.00	Cost share with Caledon (Total Cost \$213,815)
LR0035	Garafusa Woods	Old Carriage Road	Cedar Place	A Line	100	No	High Class Bituminous	7	69	Fair Condition	9	59	29	7.52	145	7.20	9.00	1044	Semi-Urban	442	Resurface	\$20,660.00	\$20.00	Rehabilitation	\$26,188	\$27.00	
Total Hardtop Length															890												
Total Gravel Conversion Length															N/A												
Year 5 Total Length															890												
Year 6 (2029)																											
LN1000	East Garafusa (Rural)	10h Line	East Garafusa-Erin Townline	Dufferin County Road 3	100	No	High Class Bituminous	7	63	Fair Condition	2	56	33	6.79	3084	7.00	9.00	21588	Rural	341	Resurface	\$431,760.00	\$20.00	Rehabilitation	\$582,876	\$27.00	
Total Hardtop Length															3084												
Total Gravel Conversion Length															N/A												
Year 6 Total Length															3084												
Year 7 (2030)																											
LN1850	East Garafusa (Rural)	Windsong Churchill Boulevard	East Garafusa - Erin Townline	Caledon-East Garafusa Townline	50	Yes	High Class Bituminous	6	65	Fair Condition	3	388	56	7.65	494	7.00	11.00	3458	Rural	4147	Resurface	\$34,580.00	\$20.00	Rehabilitation	\$70,989	\$41.00	Cost share with Caledon (Total Cost \$141,778)
LR0040	Garafusa Woods	Hiltop Crescent	Old Carriage Road	End (Cul-de-Sac)	100	No	High Class Bituminous	5	43	Poor Condition	2	125	67	6.87	457	7.00	7.00	4569	Semi-Urban	160	Rehabilitation	\$124,173.00	\$27.00	Rehabilitation	\$171,177	\$27.00	
Total Hardtop Length															1151												
Total Gravel Conversion Length															N/A												
Year 7 Total Length															1151												
Year 8 (2031)																											
SR2030	East Garafusa (Rural)	20 Sideroad	11h Line	Dufferin County Road 109	100	No	High Class Bituminous	6	71	Satisfactory Condition	6	36	28	8.32	703	7.70	9.00	5413	Rural	514	Resurface	\$108,260.00	\$20.00	Resurface	\$108,260	\$20.00	
Total Hardtop Length															703												
Total Gravel Conversion Length															N/A												
Year 8 Total Length															703												
Year 9 (2032)																											
LR1031	Marville	Grand Crescent	Victoria Boulevard	End Grand Crescent	100	No	High Class Bituminous	6	63	Fair Condition	3	3	21	7.33	77	8.50	9.50	655	Rural	20	Resurface	\$13,100.00	\$20.00	Rehabilitation	\$17,685	\$27.00	
LR1040	Marville	Victoria Boulevard	Maple Street	Grand Crescent	100	No	High Class Bituminous	7	70	Satisfactory Condition	12	33	25	7.64	385	7.00	9.00	2695	Semi-Urban	250	Resurface	\$53,900.00	\$20.00	Resurface	\$53,900	\$20.00	
Total Hardtop Length															462												
Total Gravel Conversion Length															N/A												
Year 9 Total Length															462												
Year 10 (2033)																											
SR1010	East Garafusa (Rural)	East Garafusa-Erin Townline	18h Line	East Garafusa-Caledon Townline	100	Yes	High Class Bituminous	6	74	Satisfactory Condition	5	289	42	8.56	579	7.00	11.00	4053	Rural	4147	Resurface	\$81,060.00	\$20.00	Resurface	\$81,060	\$20.00	
Total Hardtop Length															579												
Total Gravel Conversion Length															N/A												
Year 10 Total Length															579												
Year 11 (2034)																											
Total Hardtop Length															579												
Total Gravel Conversion Length															N/A												
Year 11 Total Length															579												



2022 Road Needs Study Township of East Garafraxa



TOWNSHIP OF
EAST GARAFRAXA

May 9, 2023

Henry Centen, P.Eng.
Senior Transportation Engineer

Arunas Kalinauskas, B.Sc.
Business Manager – Asset Management / GIS

Agenda

- Purpose
- Road Network Inventory
- Traffic Estimates
- Hardtop Road Condition/Needs
- Gravel Road Condition/Needs
- Lifecycle Improvement Matrix, Degradation Curves, Useful Life
- Improvement Costs
- Improvement Priority
- Upgrading of Surface Type (Gravel to Hardtop)
- Other Road Needs
- Ten Year Capital Plan/Budget

Purpose

- Road and Traffic Inventory
- Condition Assessment
- Review Maintenance/Improvement Strategy & Priorities
- Review Other Road Needs
- Review Ten Year Capital Plan and Budgets

Road Inventory

Road Summary by Surface Type

Surface Type	Length (centerline km)	Surface Type (%)	Notes
Asphalt (HCB)	36.785	23.10%	Includes a total of 32.888 km of shared boundary roads.
Surface Treatment (LCB)	6.862	4.31%	
Gravel (GST)	112.542	70.67%	
Earth	3.065	1.92%	
Total	159.254	100.00%	

Road Summary by Roadside Environment

Roadside Environment	Length (centerline km)	Roadside Environment (%)
Urban	0.514	0.32%
Semi-Urban	9.123	5.73%
Rural	149.617	93.95%
Total	159.254	100.00%

Road Inventory Map



Traffic Estimates

- AADT – traffic counts collected in April and December 2022

AADT Traffic Range (vehicles/day)	Total Inventory (km)	East Garafraxa Responsibility (km)
<50	22.34	20.04
50-199	97.23	84.61
200-499	17.64	17.21
500-999	5.93	5.93
1000-1999	7.14	7.14
2000-2999	3.07	3.07
3000-3,999	1.36	1.36
4000-4,999	3.19	3.19 (2.61 as 50/50 cost share)
5,000-5,999	1.35	1.35 (50/50 cost share)
Total	159.25	143.90

Hardtop Road Condition

- PCI based on severity/density of 15 distresses

Qualitative Description of Hardtop Road Network

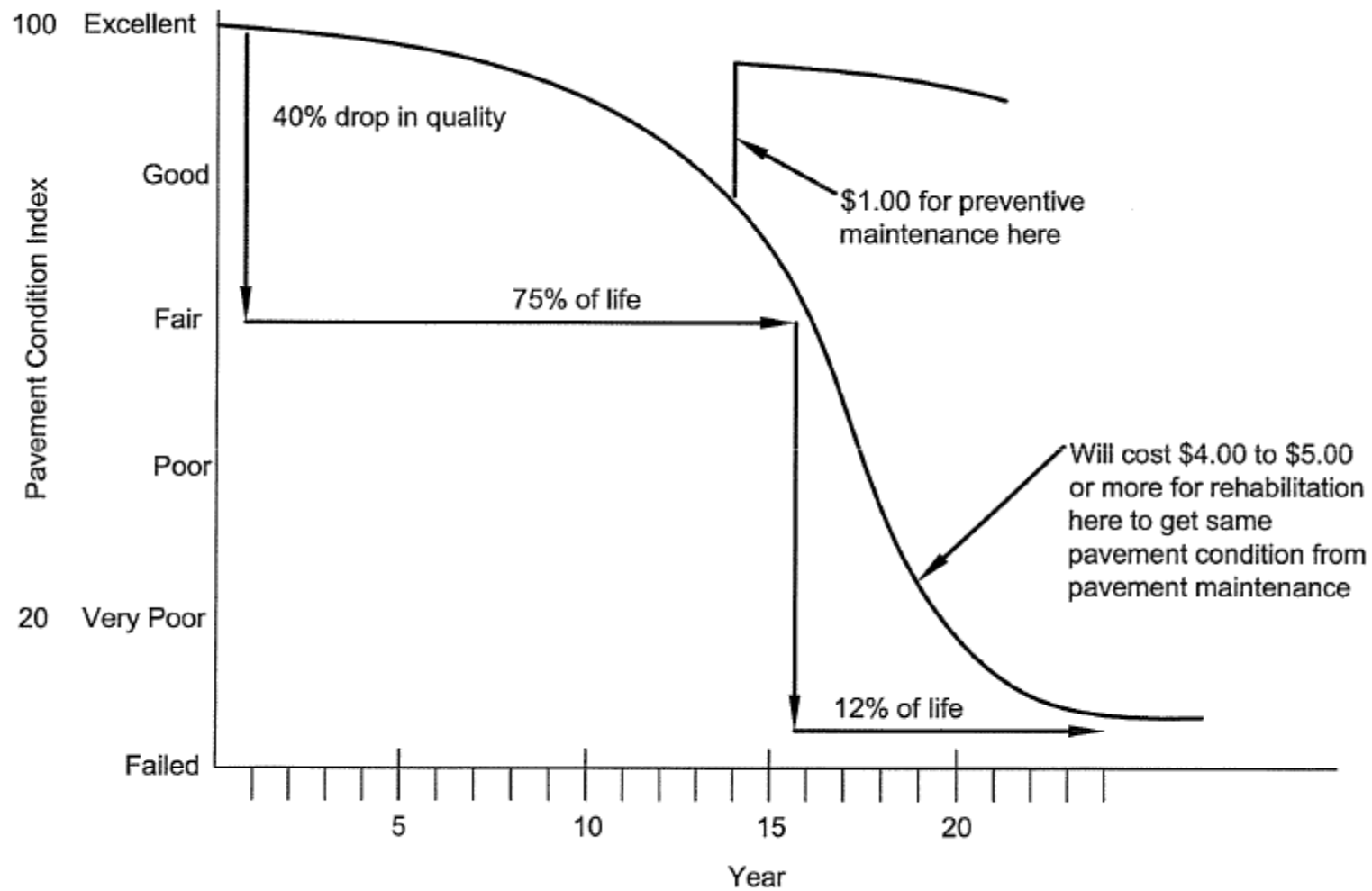
PCI Range	Condition	Length of Road (Centerline km)	Percentage of Total Length
90 to 100	Excellent	10.966	25.12%
75 to 89	Good	15.182	34.78%
65 to 74	Fair	6.539	14.98%
50 to 64	Poor	8.927	20.45%
Below 50	Very Poor	2.033	4.66%
Total	-	43.647	100.00%

Gravel Road Condition

- Structural Adequacy based on severity/density of 6 distresses
- Drainage Adequacy based on 6 conditions affecting drainage

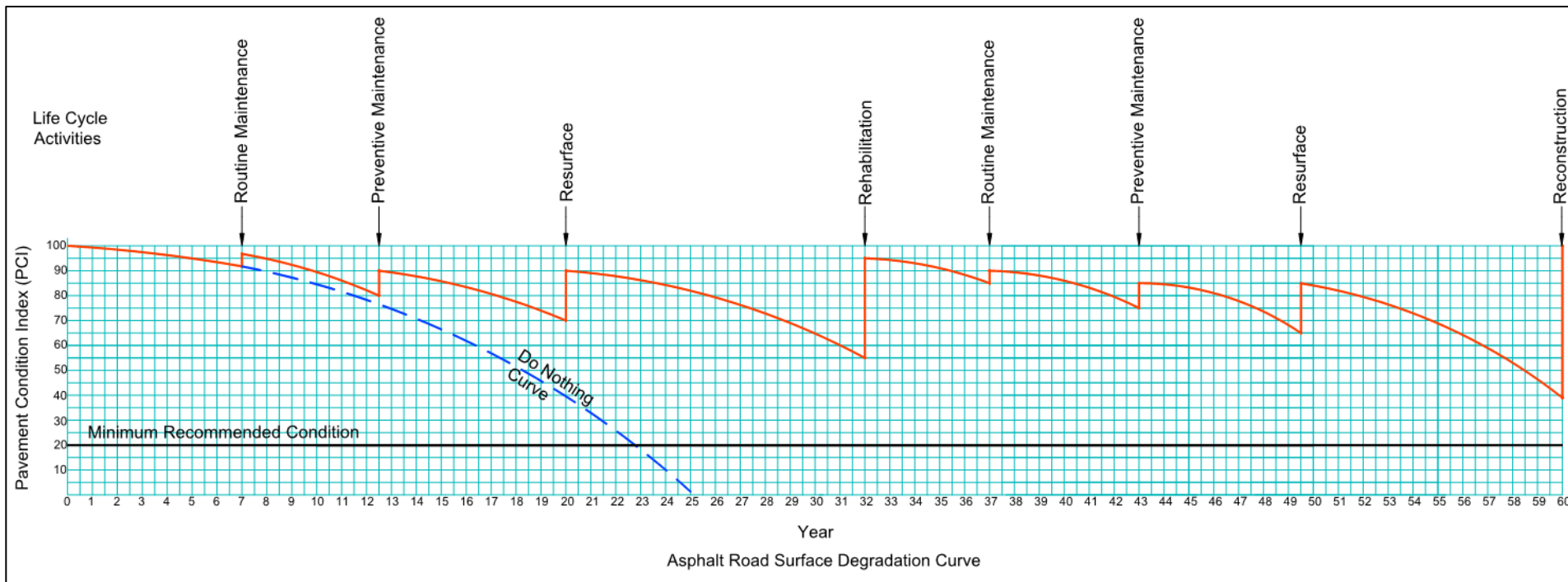
Template for Life Cycle Road Improvements

Improvement	Urban - Hard Top (HCB)			Semi-Urban or Rural - Hard Top (HCB/LCB)					Semi-Urban or Rural – Gravel / Earth				
	Post-Treatment Condition	Any AADT	Distress Triggers	Post-Treatment Condition	AADT>=1000	1000>AADT >=500	AADT<500	Distress Triggers	Post-Treatment Condition	AADT>=500	500>AADT>=200	AADT<200	Distress Triggers
Routine Maintenance (RM)	PCI + 5	Crack Sealing [\$0.75 per m2]	95>PCI>=90	PCI + 5	HCB – Crack Sealing [\$0.75 per m2]			95>PCI>=90	N/A	N/A	N/A	Grading + dust suppressants - (Responsive Maintenance)	GCR>=60
Preventive Maintenance (PM)	PCI + 10	Micro surfacing and minor patching [\$6 per m2]	90>PCI>=80	PCI + 10	Micro-Surfacing [\$6 per m2]	Slurry Seal [\$4 per m2]		90>PCI>=80	N/A	N/A	N/A	Maintenance Gravel (Once Every 3 Years) + Calcium Chloride [\$0.55 per m2]	
Resurface	PCI + 15	Mill + 1 HMA [\$21 per m2]	80>PCI>=60	PCI + 15	1 HMA Overlay + patching + nominal shoulder repair [\$20 per m2]	1 HMA Overlay + patching [\$20 per m2]	1 HMA Overlay + patching + nominal shoulder repair [\$20 per m2]	80>PCI>=60	N/A	1 HMA + nominal base strengthening + nominal ditch repair [\$28 per m2]	1 HMA + nominal base strengthening + nominal ditch repair [\$28 per m2]	N/A	
Rehabilitation (REH)	PCI + 40	Full depth asphalt removal + 2 HMA + spot curb replacement [\$40 per m2]	60>PCI>=40	PCI + 40	Pulverize + Granular A + 2 HMA [\$41 per m2]	Pulverize + Granular A + 1 HMA [\$27 per m2]	Pulverize + Granular A + 1 HMA [\$27 per m2]	60>PCI>=40	N/A	1 HMA + partial base strengthening + nominal ditch repair [\$33 per m2]	1 HMA + partial base strengthening + nominal shoulder/ditch repair [\$33 per m2]	Partial base strengthening + nominal shoulder/ditch repair [\$12 per m2]	60>GCR>=40
Reconstruction (REC)	PCI + 60	Full depth asphalt removal + 2 HMA + total base and curb replacement + nominal storm sewer adjustment [\$79 per m2]	PCI<40	PCI + 60	Full depth removal + 2 HMA + total base replacement + nominal shoulder/ditch repair [\$62 per m2]	Full depth removal + 2 HMA + total base replacement + nominal shoulder/ditch repair [\$62 per m2]	Full depth removal + 1 HMA + total base replacement + nominal shoulder/ditch repair [\$48 per m2]	PCI<40	PCI=100 OR GCR=100	Full depth removal + 1 HMA + total base replacement + nominal shoulder/ditch repair [\$48 per m2]	Full depth removal + 1 HMA + total base replacement + nominal shoulder/ditch repair [\$48 per m2]	Total base replacement + nominal shoulder/ditch repair [\$26 per m2]	GCR<40

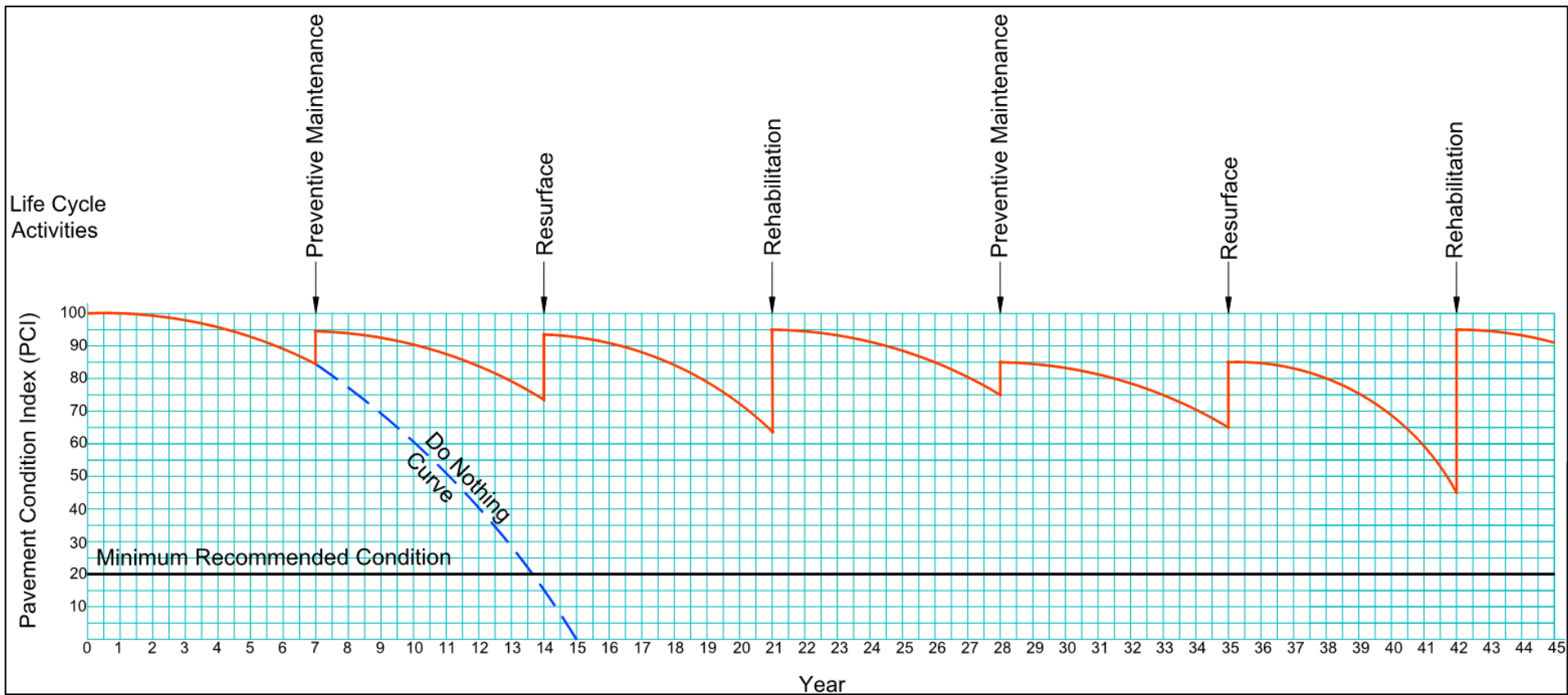


Typical Variation in Pavement Conditions as a Function of Time

Benefit of Applying Preventive Maintenance – Asphalt (HCB) Road Service Life



Benefit of Applying Preventive Maintenance – Surface Treated (LCB) Road Service Life



Hardtop Improvement Costs

- Improvements completed by contract and township forces
- “Now” needs based on current Pavement Condition Index. Future improvement costs will increase with ongoing deterioration

Township of East Garafraxa Hardtop Road (“NOW”) Needs

Improvement Need Type	Amount of Hardtop Road Needs		
	Cost (in CAD Dollars)	Length (in kilometres)	Percentage of Total Length
No Current Improvement Need	N/A	5.778	13.24%
Routine Maintenance	\$27,538	5.188	11.89%
Preventive Maintenance	\$202,928	6.833	15.66%
Resurface	\$2,504,040	19.398	44.44%
Rehabilitation	\$428,537	6.450	14.78%
Total	\$3,163,043	43.647	100.00%

Township of East Garafraxa Gravel Road Needs

Improvement Need Type	Amount of Gravel Road Needs		
	Cost (in CAD Dollars)	Length (in centerline kilometres)	Percentage of Total Length
Preventive Maintenance	\$412,575	105.192	93.47%
Upgrade to Hardtop (18 th Line	\$955,584	4.30	3.82%
Rehabilitation (10 th Line from East Garafraxa – Erin Townline to County Road 3)	\$255,864	3.046	2.71%
Total	\$1,624,023	112.542	100.00%

- Routine gravel maintenance (grading, calcium application) not shown in above table
- Preventive gravel maintenance (3-year gravel top-up plan) is based on current Pavement Condition Rating
- 2 Roads that warrant surface upgrade (\$488,488) are not represented in this table due to AADT, Upgrading is not recommended
- Rehabilitation budget shown represents full rehabilitation, however due to the low AADT localized spot improvements should be completed

Ten Year Hardtop Improvement Plan

Road Improvement	Time Period of Need	Length of Road with Deficient Condition (km)	Cost Estimate to Upgrade Roads with Deficient Condition
Routine Maintenance of Asphalt Roads	Ten Year Plan	38.66	\$199,670
Preventative Maintenance of Asphalt Roads	Ten Year Plan	3.08	\$86,352
Resurfacing of Asphalt Roads	Ten Year Plan	2.42	\$343,720
Rehabilitation of Asphalt Roads	Ten Year Plan	7.93	\$1,335,594

Ten Year Gravel Improvement Plan

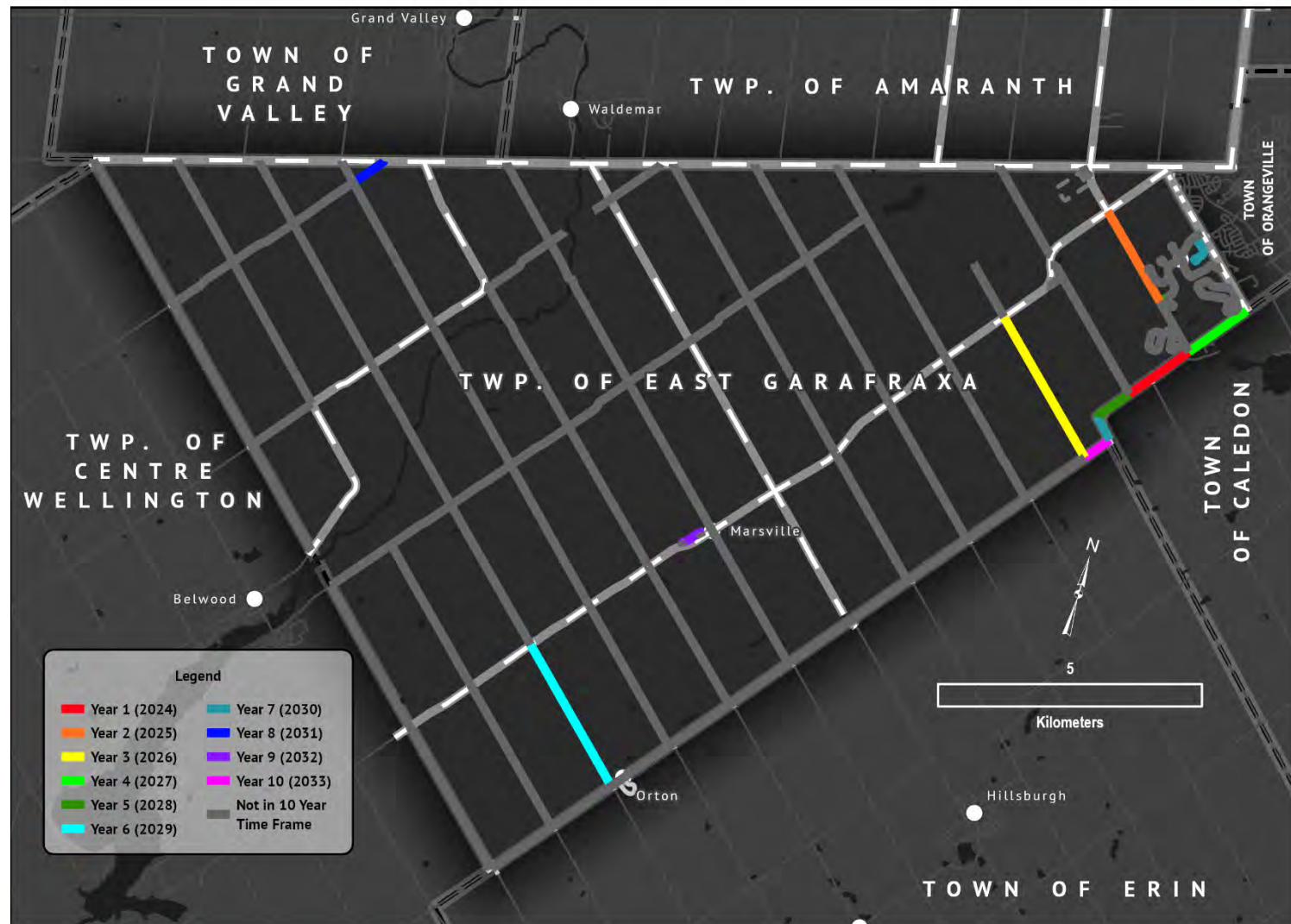
Road Improvement	Time Period of Need	Length of Road Treated (km)	Cost Estimate to Maintain Level of Service
Preventive Maintenance of Gravel Roads (3-year top-up cycle)	Ten Year Plan	336.141	\$1,338,948 (Approximately \$401,016 every 3 years)
Spot Improvements	Ten Year Plan	*Varies	\$155,468
Upgrade Gravel Roads to Asphalt Roads	Ten Year Plan	4.30	\$955,584

- Routine gravel maintenance (grading, calcium application) not shown in above table

Budget Allocation

Road Improvement	Budget Suggested by Township	Improvement Costs in 10-Year Plan
Routine Maintenance (Hardtop)	\$28,000 per year (280,000 over 10 years)	\$199,670
Preventive Maintenance (Hardtop)	N/A	\$86,352
Hardtop Resurfacing/ Rehabilitation	\$100,000 per year (1,000,000 over 10 years)	\$1,679,314
Preventive Maintenance (Gravel)	\$245,000 per year (2,450,000 over 10 years)	\$1,338,948
Spot Improvements		\$155,468
Gravel to Asphalt Upgrade	N/A	\$955,584

Capital Improvement Plan Map



Maintenance Improvement Plan



Other Road Needs

- Upgrading for higher traffic or development
- Vertical or horizontal deficiencies
- Deficient widths
- Deficient drainage
- Coordination with bridge/culvert works

Main Conclusion and Recommendations

- The results of this RNS may be incorporated into the Township's ongoing Asset Management studies
- It is recommended that an annual budget be established to apply cost-effective routine and preventive maintenance treatments to hardtop roads
- It is recommended that updates to the condition ratings for the road network be completed every 3 to 5 years to assess ongoing deterioration rates and resulting improvement requirements



Township of East Garafraxa

May 9, 2023

Sheri Marks, Orangeville Library Board Chair
Darla Fraser, Orangeville Library CEO



Connect • Discover • Soar

Board Members 2023 – 2026 Term

- Sheri Marks – Board Chair
- Bill Rea
- David Waugh
- Jackie Demczur
- Peter LeBlanc
- Councillor Andrews
- Councillor Prendergast – Vice Chair



“The Orangeville Public Library is integral to sustaining and enhancing the educational and cultural fabric of the Town of Orangeville and its surrounding communities.

Our friendly, highly-trained staff provide excellent service to our visitors, engaging programming, and a myriad of enriching experiences. Dedicated to serving the needs of all residents, we are committed to providing a complete range of traditional library services, as well as access to new technologies and innovations. Our two physical locations are coupled with a dynamic online presence that together give our patrons access to so much more than just books. The

Orangeville Public Library is a dynamic space for building and sustaining community, championing inclusivity, and encouraging literacy in all its forms—all while fostering a lifelong love of learning.”

Connect • Discover • Soar



CONNECT

Goal 1: Build community by connecting people to inspire learning & personal growth

Goal 2: Uphold equitable access to information and services in a safe and welcoming environment

DISCOVER

Goal 3: Ignite curiosity with innovative technology

Goal 4: Design welcoming and accessible spaces to inspire discovery

SOAR

Goal 5: Cultivate a workplace culture that fosters creativity and innovation

Goal 6: Promote awareness and visibility of the library and its role in the community





Connect – with our neighbours
Discover – new ways to support
each other
Soar – provide services to enable
learning opportunities for all



Orangeville
Public Library

How the library can assist...

- our library services improve the quality of life in a community, offering safe and open space
- the materials and resources available at our libraries play an important role in giving everyone a chance to succeed;
- our libraries promote literacy and a love of reading, offering programs and events bringing the community together;
- our libraries provide many services people would have a hard time finding elsewhere.

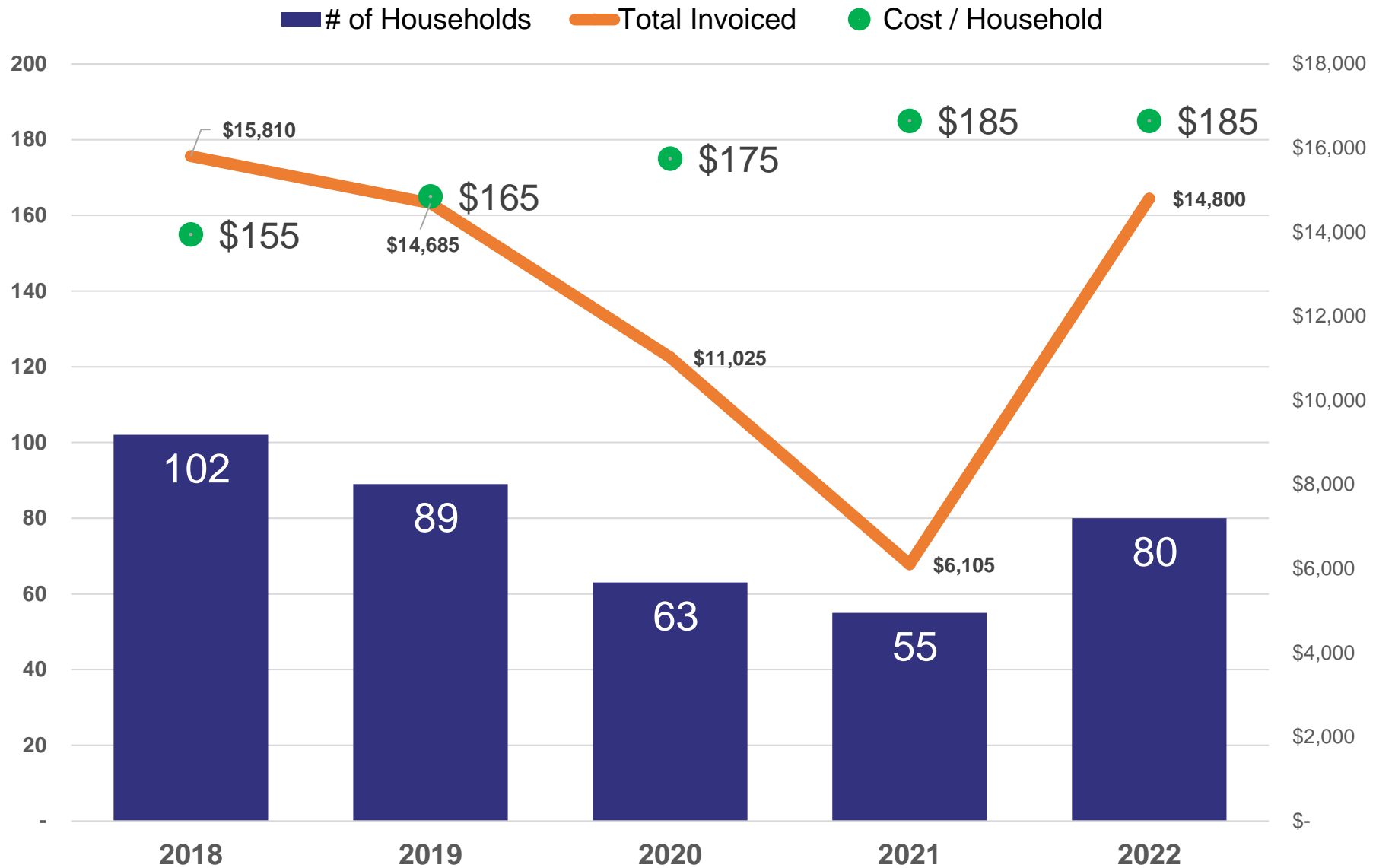


Recreation & Library

Recreation facilities are available at the Grand Valley & District Community Centre and the Township reimburses non-resident fees for programs run by other municipalities.

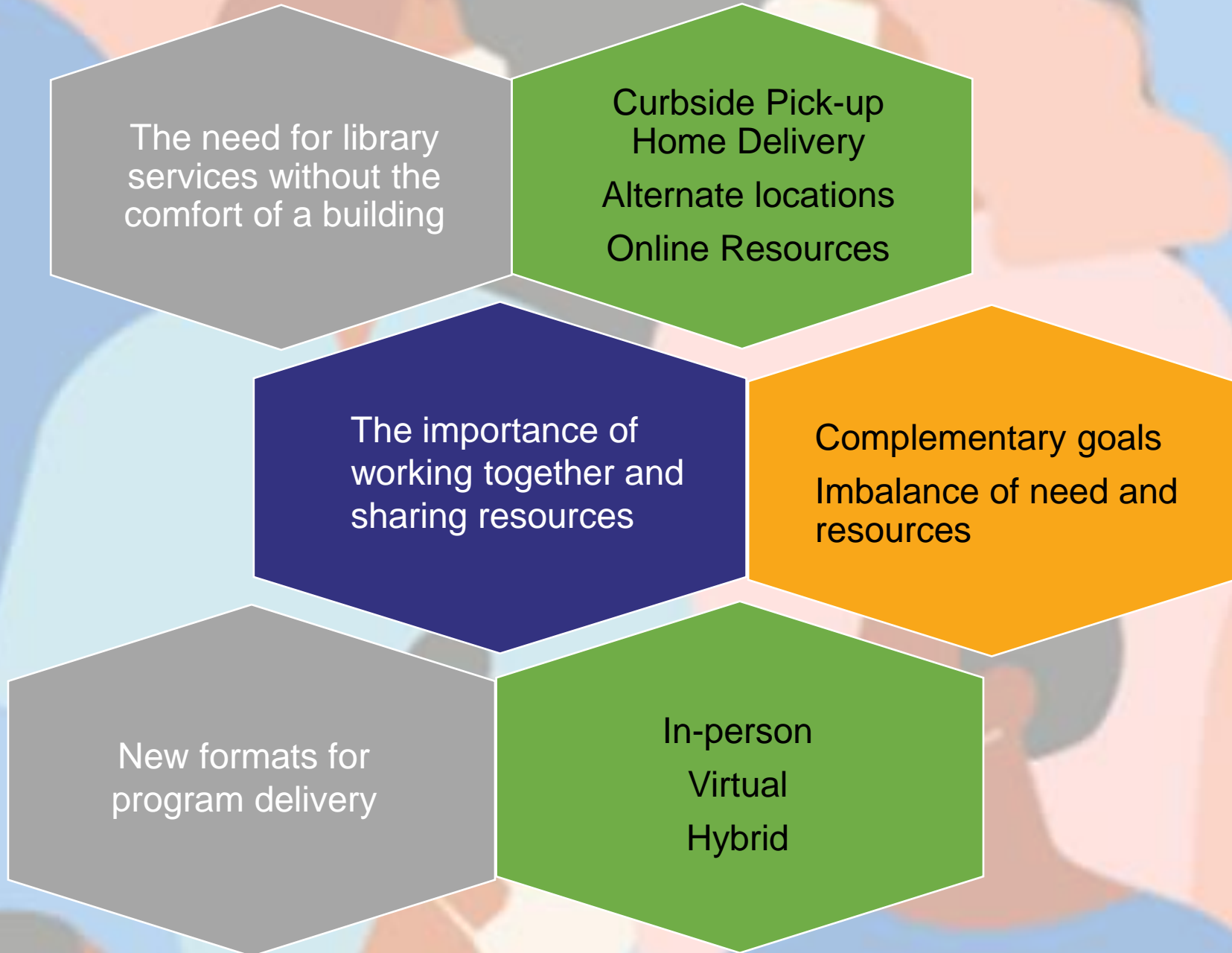
Library Services are available at Grand Valley Public Library free of charge. Residents may join the Orangeville Library and registration will be reimbursed directly to the Town of Orangeville at a rate as authorized by Council. Please contact our office for further details.

Non-resident memberships - Created or Renewed Annually 2018-2022 for the Township of East Garafraxa





Lessons Learned





Thank you, Questions?

Sheri Marks &
Darla Fraser

dfraser@orangeville.ca

519-938-0514 (cell)



Deb and Jim Kortleve

[REDACTED]

[REDACTED]

April 13, 2023

RE: Extension of Trailer Agreement

Dear Council members of East Garafraxa,

My husband and I would like to request an extension on our "Trailer Agreement" with East Garafraxa. While we both have full time jobs, we have continued to work diligently on completing our home at [REDACTED] 20 Sideroad in East Garafraxa.

We began building in May 2020, and as I've explained in last year's letter to council, we've experienced multiple and unexpected delays during construction due to the pandemic and other factors we encountered along the way.

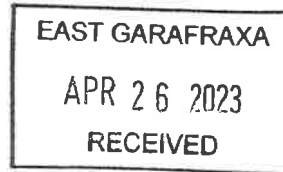
It is our sincere hope to finish the house in the next year. This winter we have been focusing our efforts on interior tasks – trim, doors, closets, and finishing the kitchen and bathrooms. As soon as the weather allows, we will venture to the exterior – finishing the eavestrough, siding the gable ends, making all entrances accessible with walkways and steps, pouring concrete steps to our breezeway entrance to our basement and cladding the posts on the front porch. Most of the exterior tasks, when completed, will allow us to apply for occupancy with the Dufferin building department!

East Garafraxa has been very patient with us during this long but wonderful journey. We sincerely appreciate your consideration for this request.

Thank you,

Deb and Jim Kortleve

April 25, 2023
Township of East Garafraxa
Administration Office
065371 Dufferin County Road 3, Unit 2
East Garafraxa, ON



Dear Council:

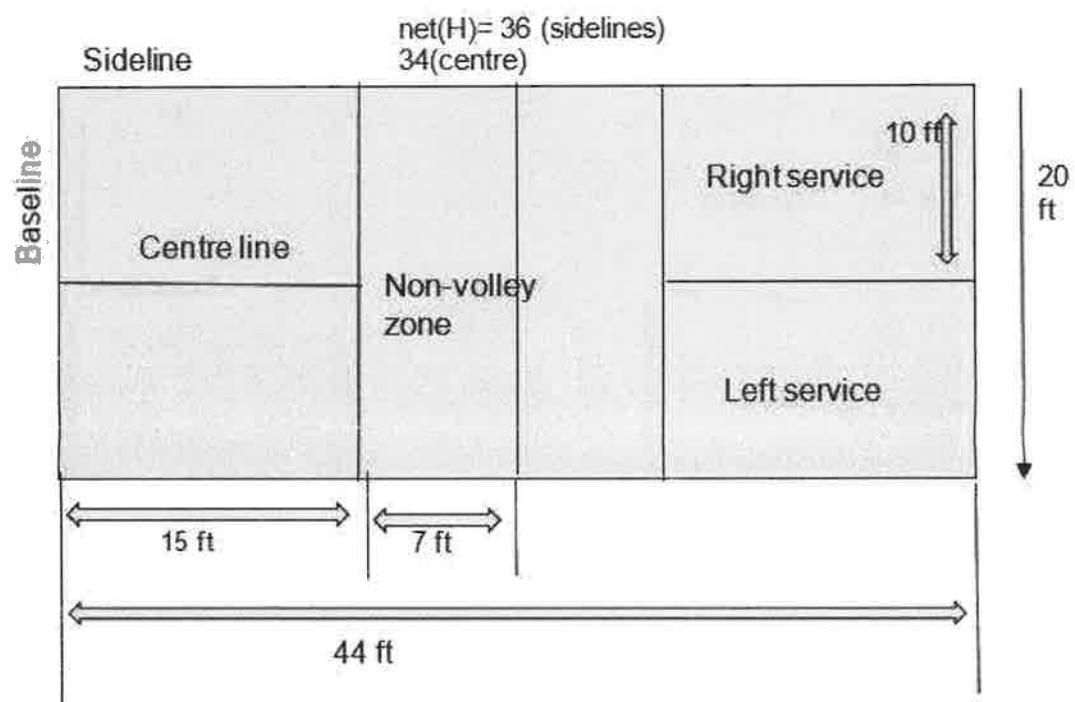
Pickleball has gained popularity all over the world. I was wondering if we could use the court on Nature's Landing as a pickleball court as well as tennis and basketball. The court, as far as I can see, is being used mostly for basketball in the evenings. Lines on the court would have to be added to allow for pickleball to be played. The purpose of this letter is to ask if the Township would put down these lines on the existing tennis court. The lines would be permanent but would not hinder the other sports. We would provide our own equipment (net, paddles, balls)

Thank you for your time.

Liette Gauthier
Liette Gauthier

■■■■■■■■■■ ■■■■■■■■■■
East Garafraxa, ■■■■■■■■■■

The attached diagram shows the dimensions of the court and the lines which would need to be added to accommodate pickleball.





REPORT TO COUNCIL

TO: Mayor Gardhouse and Members of Council

FROM: Jessica Kennedy, Clerk

REPORT DATE: May 1, 2023

MEETING DATE: May 9, 2023

SUBJECT: Appointment of Fence Viewer(s)

RECOMMENDATION:

Be it resolved that: Further to the appointment made on December 13, 2022;

Council do hereby appoint _____ as Fence Viewer(s) for the Township of East Garafraxa for the Term of Council being 2022 to 2026.

PURPOSE:

The purpose of this report is to provide Council with information with respect to the Line Fences Act and the requirement for the appointment of Fence Viewers.

BACKGROUND:

The Township's practise has been to appoint a minimum of three members of the public for the term of Council. For the 2018-2022 term the Fence Viewers were comprised of three East Garafraxa residents and the positions were shared with the Township of Amaranth.

The Township advertised for Fence Viewers in the Fall of 2022 and at that time one Fence Viewer was appointed.

The Township readvertised for the positions the Spring of 2023 with a closing date of Friday, April 28, 2023. Fence Viewer applications will be discussed in Closed Session. Any appointments will be passed by motion in the open session of Council.

I should note, for your information, that there were no fence viewing requests received during the 2014-2018 or 2018-2022 terms.

Information regarding the Line Fences Act and Appointment of Fence Viewers

The [Line Fences Act](#) provides a dispute resolution procedure between the owners of adjoining

properties in most of Ontario. Line fences are fences that mark the boundary between properties and are often referred to as boundary or division fences. The Act does not deal with disputes about fences that are not on a boundary line.

When the Act applies:

The arbitration procedure only applies in two situations where the owners are unable to reach agreement:

1. Where no fence currently exists at the boundary between the two properties, and one owner wants a new fence to be constructed to mark the boundary.
2. Where a line fence already exists, and one owner believes that it needs to be reconstructed or repaired.

Fence-viewers

In such cases, an owner can ask that a municipality assign “fence-viewers” to resolve the dispute and issue a decision, also known as an “award”. A fence-viewer is:

- appointed by the municipality
- someone with broad knowledge of the community

Three fence-viewers are required to be present at a viewing, and they are only authorized to address one or both of the following issues:

- the apportionment of responsibility for the fencing work between the two adjoining owners;
- the description of the fence that is to be constructed or reconstructed on the boundary line, including the materials to be used.

After the viewing, the fence-viewers issue an award and allocate the costs of the proceeding between the two owners.

The Guide to the Line Fences Act (2020 update) notes the following:

Number of Fence-Viewers

The Act requires three fence-viewers to be present at a viewing. It is, however, advisable for a council to appoint more than three fence-viewers so that the clerk can exercise discretion in assigning fence-viewers to each viewing without being accused of bias in favour of any owner. For example, a fence-viewer who is a relative or friend of one of the owners should not be involved in arbitrating that dispute. If a municipality includes both rural and urban areas, it is also advisable that the roster of fence-viewers reflect this fact to permit the clerk to assign the appropriate fence-viewers to each viewing.

Timing of the Appointments

The question of who to appoint is up to the council.

Many municipalities appoint their fence-viewers, along with their other appointees, at the beginning

of each year, whereas others appoint them at the start of each term of office. If a municipality has not had an application for a viewing for many years, its council may decide to wait until an application is received before appointing fence-viewers. The difficulty with this approach is that a viewing has to be held no later than 30 days from the date of receipt of an application, which does not leave much time for a council to make the appointments.

Eligibility to Serve as Fence-Viewers

The Act does not specify who can serve as a fence-viewer. There is no requirement that a fence-viewer be a resident or elector of the municipality or even a Canadian citizen. It is up to each council.

The question as to whether council members can be appointed to serve as fence-viewers often arises. Council members may be appointed, but it is probably not advisable, given the many other demands on their time.

Some councils have appointed a roster of fence-viewers composed partly or even entirely of municipal staff members. The one situation in which it would be inappropriate for a municipal staff member to be involved in a viewing is where the municipality itself is one of the adjoining owners. Municipalities that rarely receive an application for a viewing might consider appointing the fence-viewers of a neighbouring municipality to also serve their municipality, should it be required.

CONSULTATION:

FINANCIAL IMPACT:

There are no financial impacts associated with this report. Fence Viewer remuneration, should a request be submitted, shall be in accordance with Township By-Laws.

Respectfully Submitted,
Jessica Kennedy, Clerk
Township of East Garafraxa

Reviewed by:
Peter Avgoustis
Chief Administrative Officer (CAO)
Township of East Garafraxa



REPORT TO COUNCIL

TO: Mayor Gardhouse and Members of Council

FROM: Jessica Kennedy, Clerk

REPORT DATE: May 4, 2023

MEETING DATE: May 9, 2023

SUBJECT: Scheduling of Committee of Adjustment Public Hearings

RECOMMENDATION:

Be it resolved that: Staff report dated May 4, 2023 be received;

And further that Committee of Adjustment Public Hearings (meetings) be held in accordance with option _____.

PURPOSE:

The purpose of this report is to receive direction from Council regarding scheduling of Committee of Adjustment Public Hearings (meetings).

BACKGROUND:

The Township established a Committee of Adjustment as of January 1, 2023 in accordance with section 44 of the *Planning Act*. Council members have been appointed to the Committee for the term of one year, with the Mayor holding the position of Chair.

The Committee receives applications and make decisions on requests for minor variances from the provisions of the Township's Zoning By-law.

A Minor Variance is a minor change to the Zoning By-law, most often obtained for individual property. It is primarily used to recognize an existing situation or to permit the construction of new building(s) or structure(s) that does not meet the Zoning By-Law. The procedure was implemented so that such decisions could utilize a simplified process and, in response to the changes made to the *Planning Act* in 2022.

CONSIDERATION:

Committee of Adjustment act as a quasi-judicial hearing body and is a separate entity from Council. Committee Public Hearings (meetings) cannot be held at a Council meeting as originally anticipated. Functions of the Committee, decisions, minutes etc. are all to be kept separate from Council meetings and are subject to appeals at the Ontario Land Tribunal.

Staff are requesting direction regarding the scheduling of Committee of Adjustment Public Hearings (meetings).

Council may consider the following options:

1. Recurring monthly meetings to be held _____ (for example Wednesday's) at _____ (for example 10:00 a.m.).
2. Meetings to be called as applications are received and deemed complete.
3. Recurring monthly meetings to be held on the second and/or fourth Tuesday of the month (coinciding with Council meeting dates).
4. Recurring monthly meetings to be held on the fourth Tuesday of the month (coinciding with the second Council meeting of the month).

In order to provide consistency to the public, to prepare and circulate the Public Hearing Notices within the legislated time frames and allow the proper scheduling of the Township consultants and applicants, Staff recommend Option 1.

This would impact the duration of the 2023 Committee of Adjustment schedule, and it should be noted that Council members have only been appointed to the Committee of Adjustment for the term of one year as of January 1, 2023. Prior to the end of the September, Council will need to determine if they wish to extend their appointment or to allow for the advertising of public members.

CONSULTATION:

Consultation with internal staff.

FINANCIAL IMPACT:

There are no financial impacts associated with this report.

Respectfully Submitted,
Jessica Kennedy, Clerk
Township of East Garafraxa

Reviewed by:
Peter Avgoustis
Chief Administrative Officer (CAO)
Township of East Garafraxa

Dufferin County
Permits Submitted to MPAC [Date of Submission]
From: 4/23/2023 To: 4/29/2023

Permit #	Type	Parcel #	Last Sent	Date Issued	Date Occupancy	Revoked	Final Inspection
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East Garafraxa							
	PRPE202100644	Pool Enclosure	220100000314906	35 NATURE'S LANDING DR, East Garafraxa, ON			Permit(s) Issued
	Apr-26-23	Mar-24-23					
	PRAB202200726	Accessory Building	220100000315208	2 NORTHRIDGE DR, ON L9W 7S4			Permit(s) Issued
	Apr-26-23	Mar-27-23					

Treasury Board Secretariat

Emergency Management Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1200

Secrétariat du Conseil du Trésor

de la gestion des situations d'urgence
Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1200



May 04, 2023

Township of East Garafraxa

Dear Steven Murphy - CEMC:

Emergency Management Ontario (EMO) is proud to support your efforts to deliver on our common mission to ensure Ontarians are safe, practiced and prepared before, during and after emergencies.

The Emergency Management and Civil Protection Act (EMCPA) requires each municipality to develop and implement an Emergency Management (EM) program that includes:

- Municipal hazard and identification risk assessment;
- Municipal critical infrastructure list;
- Municipal emergency plan;
- Program By-law;
- Annual Review;
- Annual training;
- Annual exercise;
- Public education program;
- An Emergency Operations Center;
- A Community Emergency Management Coordinator;
- An Emergency Management Program Committee;
- A Municipal Emergency Control Group (MECG) and;
- An Emergency Information Officer.

Emergency Management Ontario (EMO) assists municipalities by making available our Field Officers and other resources to provide advice and guidance, deliver training, participate in exercises, and other advisory services including annually advising municipalities on achieving their EMCPA requirements.

Thank you for sharing your EM program related information and the effort undertaken to do so. Upon review of the documentation submitted, EMO is pleased to advise that our assessment indicates that your municipality has satisfied all thirteen (13) program elements required under the EMCPA 2023.

Congratulations on your municipality's efforts in meeting your EMCPA requirements in

2023.

You may also be interested in learning of the following information for further context:

- 398 of 444 municipalities sought EMO's advice on their progress to meet their EMCPA requirements in 2022, of which 393 were advised they appeared to satisfy their EMCPA requirements.
- Of the 5 municipalities who were advised they did not appear to meet all 13 program elements required under the EMCPA, the most prevalent reasons were:
 - Not conducting an annual exercise as prescribed;
 - CEMC did not complete training;
 - Not completing the annual MCEG training; and/or
 - Not completing an annual review of their EM program.

There is nothing more important than the safety and wellbeing of our families and loved ones, and the importance of ensuring that your municipality is as prepared as possible for any potential emergency cannot be understated.

Once again, EMO is here to assist municipalities in achieving their EMCPA requirements. For further information or if you have any questions or concerns about this letter, please contact our Field Officer assigned to your Sector; their contact information is below.

Name: Darin Dees

Email: darin.dees@ontario.ca

Phone: 437-237-8024

Sincerely,

Teepu Khawja
Assistant Deputy Minister and Chief, Emergency Management
Treasury Board Secretariat

cc: Mayor Guy Gardhouse

From: Melissa Kovacs

Sent: Friday, April 28, 2023 1:04 PM

Subject: Blue Box Transition for residential recycling collections - Update

Good afternoon everyone,

I wanted to update you on the upcoming Blue Box Transition, that is occurring July 1st, 2023.

We recently had a report at the March Infrastructure & Environment Committee and April County Council. Please see the report starting on page 69 - [2023-03-23 Infrastructure and Environmental Services Agenda \(dufferincounty.ca\)](#) Our recent Waste Service Guide also had some details in it – which we were able to get in right before printing. I apologize for not sending an email earlier to update you.

We have had some more details come in about Blue Box transition over the last while – we’ve been waiting for them. The main points being:

What is changing?

1. The County will no longer be responsible for recycling from residences (including homes and multi-residential buildings) and other eligible sources (schools, retirement homes and long term care homes) as of the Blue Box transition date of July 1st, 2023. Please refer to the report link above for background information on the Blue Box transition and Regulation.
 1. GFL is the contractor that has been contracted to collect these eligible sources’ recyclables on behalf of the Blue Box producers through their Producer Responsibility Organization – Circular Materials as of July 1st, 2023 (our Blue Box transition date).
 2. GFL will have dedicated recycling trucks for this purpose and will be reporting to Circular Materials.
 3. GFL will be collecting the same recyclables as the current County program (status quo list) until the end of the transition period of December 31st, 2025.
 1. After that time (post-transition), the producer-led system will have to collect all the materials that are listed in the Blue Box Regulation. It will be the same list across the province.
 4. Under the County’s own collection contract with GFL – GFL will co-collect garbage and organics, which is a change from the current system where recycling and organics are co-collected.

Recycling inquiries

2. All recycling inquiries for eligible sources (residential, schools, retirement homes and long-term care homes), should be directed (or forwarded) to GFL as of July 1st, 2023. [1-888-941-3345, ext. 1](tel:1-888-941-3345)

Distribution of blue boxes

3. GFL has informed us that they will be delivering new or replacement blue boxes to residents, likely on a weekly basis.
 1. As of July 1st, 2023 residents will need to [call the GFL office](tel:1-888-941-3345) to be put on the delivery list. [1-888-941-3345, ext. 1](tel:1-888-941-3345). We will provide posters for your office to remind residents of the upcoming change to blue box distribution.

1. The County or GFL will be collecting any remaining blue box inventory at your offices after July 1st, as you will no longer be distributing blue boxes. We will arrange the inventory pick-up with you.
2. Green bins, kitchen containers and Waste Services Guides will still be available to distribute at your offices. We also have backyard composters available for residents to purchase for \$35, if your office would like to (continue) selling them.

Ineligible sources (IC&I)

4. For the Blue Box transition period (until the end of December 2025), recyclables from ineligible sources (Industrial, Commercial and Institutional (IC&I) locations) are allowed to be collected on the residential routes, the costs of which will be covered by the County and not the producers/Circular Materials. (Post 2026, recyclables from IC&I sources will not be allowed to be collected on the residential recycling routes, and the County will be looking at alternative options (e.g. dedicated IC&I recycling collection etc).
 1. Any IC&I inquiries will still be handled by the County
 2. IC&I locations including municipal office/buildings/facilities will still have blue boxes/blue carts collected weekly – on your same route/collection day.
 1. IC&I garbage and organics will still be collected under the County's GFL contract, as long as these locations meet the County's Waste By-law (e.g. one garbage bag limit etc.)
 3. We understand that the CBCRA (beverage producers) has reached out to some of you regarding their "Recycle Everywhere" program for municipal facilities (pools, arenas, libraries etc.) I'll be following up with them, and will reach out to you with any updates. As these locations are considered ineligible sources under the Circular Materials program, we can see how this might work into our ongoing ineligible sources (IC&I) collections.

Promotion & Education

5. For Promotion and Education, eligible sources blue box information will still be on the Dufferin County Waste Services Guide and in the Dufferin Waste app, as Circular Materials has asked to utilize these channels for blue box promotion. Messaging will direct residents to GFL for inquiries.
 1. All other eligible sources recycling promotions such as newspaper ads, radio ads etc. will be developed and distributed through Circular Materials.
 2. Currently, your local municipal websites direct residents to the County's webpage for all Waste Services. You can still do this – our website will have the updated information on it for recycling, and will direct program users accordingly. If you'd like to have separate info about recycling on your webpage, please reach out and we can provide you with the messaging for eligible and ineligible sources (e.g. call GFL directly for residential recycling, and the County for IC&I recycling inquiries).

If you or any of your staff have questions about Blue Box transition or any other Waste Services topics, please let me know. Happy to discuss/explain.

Best regards,
Melissa

Melissa Kovacs Reid | Manager of Waste Services

County of Dufferin | 519.941.2816 x2622 | mkovacs@dufferincounty.ca | 30 Centre Street,
Orangeville, ON L9W 2X1

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Report To: Chair Gerrits and Members of the Infrastructure and
Environmental Services Committee

Meeting Date: March 23, 2023

Subject: Blue Box Transition Update – March 2023

From: Scott Burns, Director of Public Work/County Engineer

Recommendation

THAT the report of the Director of Public Works/County Engineer, dated March 23, 2023, Blue Box Transition Update – March 2023, be received.

Executive Summary

Within Ontario, the residential Blue Box recycling program is transitioning to a full-producer responsibility system between July 1, 2023, and the end of 2025. This means that by 2026 residential Blue Box programs will no longer be municipally led but will be delivered by producers through various means. Dufferin County's transition date is July 1, 2023, and staff are working with the Producer Responsibility Organization known as Circular Materials Ontario to help facilitate the intended seamless transition of the service. This report provides a general update on the transition and related work.

Background & Discussion

Under the Blue Box Transition, producers of printed paper and packaging designated under the new Regulation will have full operational and financial responsibility for the residential recycling system in Ontario. This means that producers of these materials will be responsible for collections, processing, commodity marketing and promotion and/or education of these materials for households and other eligible sources such as schools and long-term care/retirement homes.

In June 2022, Council opted out of becoming a third-party recycling collection service provider to producers in favour of working with them to support a seamless service

transition to full-producer responsibility 2022-05-26 Infrastructure and Environmental Services Agenda (dufferincounty.ca). This means that the producers are responsible for securing contractors to carry out curbside recycling collection and processing for Dufferin. In support of this effort, producers are joining Producer Responsibility Organizations to help them, amongst other items, procure the services of contractors and meet other obligations and/or targets under the new Regulation.

The primary Producer Responsibility Organization in the Province is Circular Materials Ontario. This is the agency that staff are working with to ensure service continuity throughout the transition. Throughout the transition period, residents are not to experience any changes from the current collection program with several elements remaining constant. This includes container type, collection frequency and the current list of acceptable materials. Moving into the 2026 post-transition timeline, producers will gain full authority and may change container types and/or collection frequency should they so choose. In 2026, residents of Ontario will receive a provincially standardized list of acceptable recyclable materials.

Staff continue to work with Circular Materials Ontario in support of a seamless service transition. Through this effort, staff will gather further information around the future state including contractor selection and opportunities to support the transition. Some items of collaboration and/or support for the transition are described below.

Promotion and Education for Recycling

Circular Materials Ontario has approached the County regarding promotion and education during transition. To date, interest is focused on using space in two County communication channels - the County's annual Guide/Calendar and the Dufferin Waste app. Each of these items are appropriate and serve well towards a seamless transition and therefore staff are in discussions around compensation for space in these channels.

Public Inquiries and Customer Service for Recycling

Once Circular Materials Ontario has selected a contractor, they will be responsible for addressing customer service for recycling. In support of this, Dufferin Waste will include contractor information specific to residential recycling inquiries on promotional material. Based on British Columbia's similar transition to full-producer responsibility of recycling, the County will likely continue to receive resident calls/inquiries after transition. Staff will redirect these calls/inquiries to Circular Materials Ontario's contractor for response.

Distribution of recycling containers

Staff anticipate a conversation with the Circular Materials Ontario contractor around distribution of blue box containers to residents. This distribution is the responsibility of the contractor and they may or may not seek continued support through the County and local municipal offices. This may include distribution to new residents, replacement of broken bins, and continued inventory management/storage.

Industrial, Commercial & Institutional Sources of Recycling

An additional segment of the County's curbside collection program that is impacted by transition to full-producer responsibility for recycling is collection from Industrial, Commercial, and Institutional locations. This includes municipal offices/buildings, non-profits, faith centres and businesses. For these locations, and unlike residential locations, the former and current Regulations do not provide any level of funding for recycling. Collection of recycling from these locations was historically provided through several local municipal programs and was therefore subsequently including within the County program starting in 2013. Currently recycling continues to be collected from approximately 450 Industrial, Commercial, and Institutional locations that comply with the County's Waste By-Law. Locations that cannot comply with the by-law procure a private service for bins, etc.

To assist municipalities in retaining and maintaining recycling collections for small to medium sized Industrial, Commercial, and Institutional sources, Circular Materials Ontario has agreed to the premise of continuing this service in conjunction with their residential routes during the transition until the end of 2025. This will result in invoicing to the County for collection and processing of recycling from these locations. Post transition in 2026, the County would need to discuss separate recycling collections with GFL to continue servicing Industrial, Commercial, and Institutional locations. The County's new collection contract affords flexibility for such a decision if pursued.

Once more details are known regarding Circular Materials Ontario's new collection contractor, decisions will need to be made around service to these Industrial, Commercial, and Institutional locations during and post transition in 2026. Through municipal associations, staff will continue advocating to the province for an Industrial, Commercial, and Institutional plan for producer responsibility. Ideally all recyclables would be diverted from landfill, regardless of the source, and would be captured under full-producer responsibility.

Staff are committed to working with Circular Materials Ontario to achieve a seamless transition for residents of Dufferin County. Further information will be shared as details become available prior to Dufferin County's July 1, 2023 transition date.

Financial, Staffing, Legal, or IT Considerations

Financial impacts of the Blue Box Transition have been included in the 2023 budget. Estimated Industrial, Commercial, and Institutional collections and processing costs for all waste streams are also in the 2023 budget.

In Support of Strategic Plan Priorities and Objectives

Good Governance – ensure transparency, clear communication, prudent financial management

Sustainable Environment & Infrastructure – protect assets both in the natural and built environment

Inclusive & Supportive Community – support efforts to address current & future needs for a livable community

Respectfully Submitted By:

Scott Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer

Prepared By:
Melissa Kovacs Reid
Manager of Waste Services

Reviewed by: Sonya Pritchard, Chief Administrative Officer

Subject: FW: Grand Valley Community Centre expansion project

From: Meghan Townsend

Date: May 3, 2023 at 4:35:56 PM EDT

Subject: Grand Valley Community Centre expansion project

Amaranth and East Garafraxa Colleagues,
At their last meeting, Grand Valley Council passed the following resolution:

Resolution 2023-04-13

Moved by Rentsch, Seconded by Dart

BE IT RESOLVED THAT Council agrees in principle with securing financing for the Community Centre expansion project and directs staff to contact the Townships of Amaranth and East Garafraxa to begin negotiations to enable a tri-party agreement on financing the project, obtaining legal and financing advice, with the agreement to be based on actual funds needed to complete the project with six changerooms at the time of construction.

CARRIED

If you could present this to your respective councils and seek direction from them to confirm that you can participate in these negotiations, it would be appreciated.

After that, we can set up a meeting to discuss.

Any questions before then, please let me know.

Thank you,



Meghan Townsend, MPS, BSc, Dipl.M.A. | CAO/Clerk-Treasurer
Town of Grand Valley | 5 Main Street North, Grand Valley, ON L9W 5S6
Tel: (519) 928-5652 | Fax: (519) 928-2275 | mtownsend@townofgrandvalley.ca

GRAND VALLEY & DISTRICT COMMUNITY CENTRE

Board Meeting Minutes

Monday, March 13, 2023, 4:30 PM

Grand Valley & District Community Centre - Boardroom

90 Main Street North, Grand Valley

Present:

Deb Halls, Vice Chair

Sue Graham

Paul Latam

Brett Lyons

Steve Soloman

Clinton Taylor

Jeremy Zukowski

James Allen

Helena Snider

Absent:

Gail Little – with regrets

1. Call to order

Vice Chair Halls called meeting to order at 4:30pm.

2. Agenda Approval

2.1. March 13, 2023

Resolution 2023-03-01

Moved by S. Soloman, Seconded by S. Graham

BE IT RESOLVED THAT the the March 13, 2023, regular meeting agenda be approved as circulated.

CARRIED

3. Disclosure of Pecuniary Interest

No pecuniary interest was declared.

4. Minutes of Previous Meetings

4.1. February 13, 2023

Resolution 2023-03-02

Moved by P. Latam, Seconded by B. Lyons

BE IT RESOLVED THAT the minutes of February 13, 2023, be adopted as circulated.

CARRIED

5. Business arising from minutes.

None

6. Deputations/Presentations

None

7. Arena Manager's Report

7.1. OEYC Rental Agreement – Request to amend section 3 “Basic Rent” on the rental agreement as the figures are incorrect. Section 8 “Use”, the tenant has requested to have the landlord clean the premise once a week which has been accepted by Allen and the Board. Section 9 refers to interior signage only. The exterior sign is now the property and the sole responsibility of the arena board.

7.2. March 3 snowstorm update – Allen informed the board that an individual spent the night at the arena due to weather conditions.

7.3. Rates and Fees

Resolution 2023-03-03

Moved by S. Soloman, Seconded by P. Latam

BE IT RESOLVED THAT the summer arena floor rental rate be adopted as presented from \$75.00 to \$65.00 for the 2023 season.

7.4. Lacrosse this season – Allen is waiting to hear back regarding scheduling.

7.5. Summer Camp update – Allen is aiming to have the registration open for April 1st. Board has requested the secretary to investigate the summer camp grants.

7.6. Grand River Girls Hockey – Allen addressed the board to start a discussion regarding the potential to have the Grand River Girls Hockey expand to Grand Valley. There is a request for more ice time, this needs to be investigated further.

8. Correspondence

8.1. Town of Grand Valley – Approved Budget

Attached correspondence was received.

8.2. Township of East Garafraxa – Approved Budget

Attached correspondence was received.

8.3. OMERS – Participation Resolution Update

The board requested further details which will be brought to next month's meeting.
The document was missing from this month's agenda package.

9. Financial Reports

9.1. Accounts Payable

Resolution 2023-03-04

Moved by C. Taylor, Seconded by S. Soloman

BE IT RESOLVED THAT the accounts payable for February of 2023 in the amount of \$39, 292.04 be approved and paid from the Operating Account.

CARRIED

9.2. Accounts Receivables

Resolution 2023-03-05

Moved by P. Latam, Seconded by J. Zukowski

BE IT RESOLVED THAT the receipts for February of 2023 in the amount of \$52, 863.82 have been deposited into the Community Centre bank account and are hereby approved.

CARRIED

9.3. Budget Variance

Attached correspondence was received.

10. Unfinished Business

10.1. Renovation project

11. New Business

None

12. Confirmation of Meeting

Resolution 2023-03-06

Moved by S. Soloman, Seconded by S. Graham

BE IT RESOLVED THAT leave be given to confirm the proceedings of the March 13, 2023, Grand Valley & District Community Centre Board Meeting.

CARRIED

13. Adjournment

Resolution 2023-03-07

Moved by S. Graham, Seconded by B. Lyons

BE IT RESOLVED THAT we do now adjourn this meeting to meet again on Monday, April 17th at 4:30pm or at the call of the Chair.

CARRIED



Grand Valley & District Fire Board

c/o Town of Grand Valley
5 Main Street North
Grand Valley, ON L9W 5S6
FIRE DEPT: 519-928-3460
jforeman@gvdfd.com
OFFICE: 519-928-5652
hsnider@townofgrandvalley.ca



March 15, 2023

Township of East Garafraxa
065371 Dufferin County Road 3, Unit 2
East Garafraxa, ON L9W 7J8

Dear Mayor Gardhouse and members of East Garafraxa Council,

At the March 14, 2023, Grand Valley & District Fire Board meeting a following resolution was passed:

Resolution 2023-03-06

Moved by P. Latam, Seconded by S. Graham

BE IT RESOLVED THAT the updated Regulating By-Law be received, and staff be directed to send it to the joint Municipalities for consideration and passing.

CARRIED.

Please consider this request at your next Council meeting.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Helena Snider
Grand Valley & District Fire Board – Secretary/Treasurer

THE CORPORATION OF THE TOWNSHIP OF AMARANTH, THE TOWNSHIP OF EAST GARAFRAXA, AND THE TOWN OF GRAND VALLEY

By-Law No. AM 62-2013/EG 29-2013/GV 2013-45

Being a By-Law to Establish & Regulate the Grand Valley & District Fire Department and to repeal By-Law Numbers AM 62-2013/EG 29-2013/GV 2013-45

Whereas the Municipal Act, R.S.O. 1990, as amended, and the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4 as amended, permits the Council to enact a By-law to establish and regulate a Fire Department;

And whereas Subsection 2 (1) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended (the "FPPA"), requires every municipality to establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention and the provision of fire protection services as it determines may be necessary in accordance with its needs and circumstances;

And whereas Subsection 2 (b) of the FPPA permits a municipality, in discharging the responsibilities under subsection 2(1), to establish a Fire Department;

And whereas Subsection 5 (0.1) of the FPPA permits a Council of a municipality to establish, maintain and operate a Fire Department for all or any part of the municipality;

And whereas Subsection 5 (1) of the FPPA requires a Fire Department to provide fire suppression services and permits the Fire Department to provide other Fire Protection Services in the municipality;

And whereas Subsection 8 (1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended ("*Municipal Act, 2001*"), provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate, and to enhance their ability to respond to municipal issues;

And whereas Subsection 11 (2) 6 of the *Municipal Act, 2001* provides that a municipality may pass by-laws for the health, safety and well being of persons;

And whereas Section 227 of the *Municipal Act, 2001* provides that it is the role of officers and employees of the municipality to implement Council decisions and establish practices and procedures to implement those decisions;

And whereas Subsection 446 (1) of the *Municipal Act, 2001* provides that where a person fails to do something that is required under a by-law, the municipality may undertake to do the thing required at the person's expense and the costs may be collected in same manner as property taxes;

And whereas the Councils for the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley have already established a Fire Department, and it is known as the Grand Valley and District Fire Department, and deem it expedient to repeal By-laws AM 62-2013/EG 29-2013/GV 2013-45 and replace them with a new by-law.

NOW THEREFORE BE IT ENACTED by the Municipal Councils of the Corporations of the Township of AMARANTH, the Township of EAST GARAFRAXA and the Town of GRAND VALLEY, as follows:

PART I – INTERPRETATION

1. (1) Wherever a word is used in this By-law with its first letter capitalized, the term is being used as it is defined in Part III of this By-law. Where any word appears in ordinary case, the commonly applied English language meaning is intended.
- (2) All words importing the singular shall include the plural, and words imparting the masculine gender shall include the feminine, and the converse of the foregoing also applies, unless the context of the By-law otherwise requires.
2. If a court of competent jurisdiction declares any provision or part of a provision of this Bylaw to be invalid or to be of no force and effect, it is the intention of Council in enacting this By-law that the remainder of this By-law shall continue in force and be applied and enforced in accordance with its terms to the fullest extent possible according to law.

PART II – SHORT TITLE

3. This By-law may be referred to as the “Grand Valley & District Fire Department Establishing and Regulating By-law”.

PART III – DEFINITIONS

4. In this By-law, unless the context otherwise requires:
 - a. “Additional Expenses” means the cost to the municipality of any additional resources, including any applicable taxes and administrative fees.
 - b. “Additional Resources” includes the use of:
 - (i) a private contractor;
 - (ii) special equipment that is rented or contracted by the Fire Department;
 - (iii) consumable materials not normally carried on a fire vehicle; or

- (iv) consumable materials that are used in addition to the amount of those consumable materials normally carried on a fire vehicle.
- c. "Approved" means approved by the Municipal Council.
- d. "CAO" means the Chief Administrative Officer appointed by Council to act as Chief Administrative Officer for any of the participating Municipalities.
- e. "Corporation" means the Corporations of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
- f. "Council" means the Council of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
- g. "Councils" means the Councils of the participating municipalities of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
- h. "Confined Space" means any space that has limited or restricted means for entry or exit (e.g., tanks, vessels, silos, storage bin, hoppers, vaults, trenches, excavations and pits) and that is not designed for continuous human occupancy.
- i. "Deputy Fire Chief" means a person appointed to act on behalf of the Fire Chief in the case of an absence or a vacancy in the office of the Fire Chief.
- j. "Fire Area" means the area serviced by the Grand Valley and District Fire Department as defined in Schedule C attached to this by-law, SAVE AND EXCEPT any defined area that any one municipality may deem to be excluded from fire suppression and/or rescue service as defined in their respective municipal by-laws.
- k. "Fire Board" means the Grand Valley and District Fire Department Joint Board of Management per agreement dated October 22nd, 1990.
- l. "Fire Chief" means the person appointed by by-law of the Councils of the participating municipalities to act as Fire Chief of the Fire Department and is ultimately responsible to the Fire Board as defined in the FPPA.
- m. "Fire Department" means the Grand Valley & District Fire Department.
- n. "FPPA" means the *Fire Protection and Prevention Act, 1997*, S.O., c.4, as may be amended from time to time, or any successor legislation, and any regulation made there under.

- o. "Fire Protection Services" includes fire suppression, fire prevention, fire and life safety education, communications, apparatus and facility maintenance, training of persons involved in the provision of Fire Protection Services, rescue and emergency services and the delivery of all those services.
- p. "Member" means any person employed in or appointed to the Fire Department and assigned to undertake fire protection services, and includes officers, full time, part time and volunteer firefighters.
- q. "Municipality" means any one of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
- r. "Officer" includes the Fire Chief, Deputy Fire Chiefs, Captains, Lieutenants, and all other supervisory positions within the Fire Department.
- s. "Volunteer Firefighters" means a firefighter who provides fire protection services either voluntarily or for a nominal consideration, honorarium, training or activity allowance.

PART IV – ESTABLISHMENT AND COMPOSITION

- 5. The Fire Department is continued under this By-law to provide Fire Protection Services for The Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley and shall be known as the Grand Valley & District Fire Department.
- 6. The Fire Department shall consist of the Fire Chief, Deputy Fire Chiefs, Captains, Lieutenants, operational staff, administrative support staff and any other person as may be approved by Council for the Fire Department to perform Fire Protection Services and shall be structured in conformance with the approved Organizational Chart, Schedule B, forming part of this by-law.

PART V – EMPLOYMENT

- 7. In addition to the Fire Chief and Deputy Chiefs, the Board shall appoint such number of other officers and members as may be deemed necessary by the Fire Board.
- 8. The Fire Chief may recommend to the Fire Board the employment in or the appointment to the Fire Department, as the case may be, of any person, as an Officer or Member or as administrative support staff, who meet the qualifications and, if applicable, completes successfully criteria (including without limitation training courses and physical, skills and other examinations) and otherwise

satisfies any hiring policies, practices or procedures established or approved by the Fire Board for such employment or appointment.

9. Persons appointed as members of the Fire Department to provide fire protection services shall be on probation for a period of twelve (12) months, during which period they shall take special training and examination as may be required by the Fire Chief and annual medical examinations and/or at such other times as deemed necessary by the Fire Chief.
10. If a probationary member appointed to provide fire protection services fails any such examinations and/or contravenes any provisions of this by-law, policies, general orders and/or department rules that, in the opinion of the Fire Chief would be detrimental to the operation or efficiency of the Fire Department, the Fire Chief may recommend to the Fire Board that they be dismissed.
11. If a medical examiner finds a member is physically unfit to perform assigned duties and such condition is attributed to, and a result of employment in the Fire Department, the Fire Board may assign the member to another position in the Fire Department or may retire them.
12. Subject to the FPPA, the remuneration and other terms and conditions of employment or appointment of the Members and administrative support staff that comprise the Fire Department shall be determined by the Fire Board and approved by the Councils.

PART VI – ORGANIZATION AND CORE SERVICES

13. The Fire Department shall be organized into the following sections:
 - (a) Fire Prevention
 - (b) Firefighting
 - (c) Fire and Life Safety Education
 - (d) Training
 - (e) Communications
 - (f) Apparatus & Maintenance, and
 - (g) Fire Administration.
14. (1) The Fire Chief may recommend the reorganization or elimination of Sections or establish other Sections or may do all or any of these things or any combination of them as may be required to ensure the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Municipalities.
 - (2) The Fire Chief may assign or re-assign such members to a Section to assist them in the administration and operation of that section.

15. (1) For the purposes of this By-law, core services provided by the Fire Department are set out in Schedule "A," which forms part of this By-law.
- (2) Nothing in this By-law will restrict the Fire Department to providing only core services or limit the provisions of Fire Protection Services.

PART VII - RESPONSIBILITIES AND AUTHORITY OF FIRE CHIEF

16. (1) The Fire Chief shall be the head of the Fire Department and is responsible to Council for the proper administration and operation of the Fire Department.
- (2) The Fire Chief is ultimately responsible to Council, through the Fire Board, for the delivery of Fire Protection Services.
- (3) Council retains all the rights and powers that it has to establish maintain and operate a fire department under the FPPA.
17. (1) The Fire Chief shall be authorized to make such general orders, policies, procedures, rules, and regulations and to take such other measures as the Fire Chief may consider necessary for the proper administration and efficient operation of the Fire Department and the effective management of the Fire Protection Services for the Municipalities and for the prevention, control and extinguishment of fires, the protection of life and property and the management of emergencies.
- (2) Without restricting the generality of subsection 14 (1), the Fire Chief shall be authorized to make such general orders, policies, procedures, rules, and regulations and to take such other measures as the Fire Chief may consider necessary for the following:
- (a) For the care and protection of all property belonging to the Fire Department;
 - (b) For arranging for the provision of necessary apparatus, equipment, materials, services and supplies for the Fire Department;
 - (c) For determining and establishing the qualifications and criteria for employment or appointment to the Fire Department;
 - (d) For determining and establishing the duties of all members and administrative support staff of the Fire Department;
 - (e) For the conduct and the discipline of members and administrative support staff of the Fire Department;

- (f) For preparing and, upon approval by Council, implementing and maintaining such Fire Department strategic plans and Master Fire Plans as may be required by Council, on behalf of the Municipalities;
 - (g) For reporting to the appropriate crown attorney or other prosecutor or law enforcement officer or other officer the facts based on the evidence in any case in which there is reason to believe that a fire has been the result of criminal intent or negligence or in which there is reason to believe an offence has been committed under the FPPA;
 - (h) For keeping an accurate record, in convenient form for reference, of all fires, rescues and emergencies responded to by the Fire Department;
 - (i) For keeping such other records as may be required by Council and the FPPA;
 - (j) For preparing and presenting the annual report of the Fire Department to Council;
 - (k) For preparing and presenting the annual estimates of the Fire Department, in consultation with the appropriate Fire Board Committee of the Municipalities and Council; and
 - (l) For exercising control over the budget endorsed by the Board and approved by the participating Municipalities for the Fire Department, provided that such general orders, policies, procedures, rules, regulations, and other measures do not conflict with the provisions of this By-law or any other By-law of the Municipalities, including without limitation those requiring the prior approval of or prior notice to Council or the satisfaction of certain conditions, general or otherwise, specified by Council before such measures can be implemented, or with the provisions of the FPPA or with the provisions of any other written agreement that may be applicable.
18. (1) The Fire Chief shall be responsible for the administration and enforcement of this By-law and all general orders, policies, procedures, rules, and regulations made under this By-law and for the enforcement of any other Municipal By-law respecting Fire Protection Services.
- (2) The Fire Chief shall periodically review the general orders, policies, procedures, rules, and regulations made under this By-law, and shall periodically review any Municipal By-law respecting Fire Protection Services, including this By-law, and may for the purpose of any review establish an advisory committee consisting of such members and other persons, including members of the general public as the Fire Chief may determine are necessary to assist him in the discharge of this duty.

- (3) The Fire Chief may recommend By-law amendments to the Board for recommendation to Councils that the Fire Chief considers appropriate after the completion of a review as set out in subsection 14. (2).
 - (4) The Fire Chief may recommend the revision or deletion of general orders, policies, procedures, rules, and regulations made under this By-law that the Fire Chief considers appropriate after the completion of a review as set out in subsection 14. (2).
 - (5) The Fire Chief may reprimand, suspend or recommend the dismissal of any member for infraction of any provisions of this by-law, policies, general orders and department rules that, in the opinion of the Fire Chief, would be detrimental to the operation or the efficiency of the Fire Department.
19. The Fire Chief shall have all powers, rights and duties assigned to a Fire Chief under the FPPA including without limitation the authority to enforce compliance with the Fire Code.
20. The Fire Chief may liaise with the Office of the Fire Marshal of Ontario and any other office or organization as required by the Fire Board or Council or as considered necessary or advisable by the Fire Chief for the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Municipalities.
21. The Fire Chief may, from time to time, utilize such Members and administrative support staff of the Fire Department as the Fire Chief considers appropriate to assist in the performance of the Fire Chief's duties.

PART VIII - DEPUTY FIRE CHIEFS

22. (1) The Deputy Fire Chiefs shall be the second ranking officers of the Fire Department and shall be subject to and shall obey all orders of the Fire Chief and shall perform such duties as are assigned to them by the Fire Chief.
- (2) Where the Fire Chief is absent, one of the Deputy Fire Chiefs, as decided upon by the Fire Chief in advance, shall act on the Fire Chief's behalf.
 - (3) Where the Fire Chief is absent and has not appointed one of the Deputies to act on their behalf, or there is a vacancy in the office of the Fire Chief, the Deputy Fire Chiefs shall take turns acting as the Fire Chief on a rotating basis.
 - (4) Where a Deputy Chief is acting as the Fire Chief, the Deputy Chief has all of the powers and responsibilities as the Fire Chief as provided under any Municipal By-law, including this By-law, and any Provincial statute or regulation.

PART IX – MEMBERS AND ADMINISTRATIVE SUPPORT STAFF

23. The Members and administrative support staff of the Fire Department shall be under the direction and control of the Fire Chief or the next ranking Officer present in any place.
24. Every Member shall conduct themselves in accordance with general orders, policies, procedures, rules and regulations made by the Fire Chief and shall give their whole and undivided attention to the efficient operation of the Fire Department and shall perform the duties assigned to them to the best of their ability in accordance with the FPPA and other written agreement that may be applicable.
25. (1) No person, other than duly appointed Members of the Fire Department, shall obtain, carry, wear or use any Fire Department uniform clothing in a manner that would lead any reasonable member of the public to identify the person as a member of the Fire Department.

(2) No person, other than duly appointed Members of the Fire Department, shall in any way identify themselves as being a member of the Fire Department.

(3) Fire department personnel shall obtain, carry, wear or use any Fire Department uniform clothing to identify themselves as being a member of the department only during Fire Department sanctioned events.

PART X – USE OF FIRE DEPARTMENT PROPERTY

26. No person shall use or permit to be used any apparatus, equipment or other property of the Fire Department for any personal or private use, without the prior approval of the Fire Chief.
27. No person shall willfully damage or render ineffective or inoperative any apparatus, equipment or other property belonging to or used by the Fire Department.

PART XI - FIRE SUPPRESSION AND EMERGENCIES

28. (1) The Fire Department may suppress any fire, or respond to any emergency, rescue or hazardous conditions by extinguishing it or by any other reasonable action and, for this purpose, may enter private property, if necessary, to do so.

(2) For the purpose this Part, “fire” shall include, with any necessary modifications, an emergency, rescue or hazardous condition.

29. The Fire Department may pull down or demolish any building or structure when considered necessary in order to prevent the spread of fire.
30. Despite any other section of this By-law, no person present at a fire shall refuse to leave the immediate vicinity when required to do so by the Fire Department.
31. (1) During a fire, and for the time that is required to complete the operations, remove the equipment of the Fire Department and render the location and vicinity safe, from fire, no person, either on foot or with a vehicle of any kind, shall enter or remain upon or within:
- (a) The portion of any street or lane upon which the site of the fire abuts or upon any street or lane for a distance of fifteen (15) metres on each side of the property damaged by fire; and
 - (b) Any additional street or lane or part of a street or lane or any additional limits in the vicinity of the fire, as may be prescribed by the Fire Chief or the next ranking Officer present at the fire.
- (2) The provisions of subsection 31(1) shall not apply to any person so authorized to enter or remain by an Officer or by a police officer.

PART XII - EMERGENCY RESPONSE OUTSIDE DEPARTMENT BOUNDARIES

32. The Fire Department shall not respond to a call with respect to a fire emergency, rescue or hazardous condition outside the territorial limits of the Municipalities except:
- (a) That, in the opinion of the Fire Chief, threatens property in the territorial limits of the Municipalities;
 - (b) In a municipality with which an approved automatic aid or mutual aid agreement has been entered into to provide Fire Protection Services;
 - (c) On property with which an approved agreement has been entered into with any person or corporation to provide Fire Protection Services;
 - (d) At the discretion of the Fire Chief, to a municipality authorized to participate in any county mutual aid plan established by a fire coordinator appointed by the Fire Marshal or any other similar reciprocal plan or program; and
 - (e) On property beyond the territorial limits of the Municipalities where the Fire Chief determines that immediate action is necessary to preserve life or property and the appropriate fire department is notified to respond and assume command or establish alternative measure, acceptable to the Fire Chief.

PART XIII - ADDITIONAL RESOURCES

33. (1) If, as a result of the Fire Department's response to a fire, emergency, rescue or a hazardous condition including a motor vehicle incident, or in carrying out any of its duties or functions, the Fire Chief determines that it is necessary to use Additional Resources in order to suppress or extinguish a fire, preserve property, carry out required investigations, prevent a fire from spreading, control and eliminate an emergency, carry out or prevent damage to equipment owned by the Municipalities or otherwise carry out the duties and functions of the Fire Department, the owner of the property or motor vehicle requiring or causing the need for the Additional Resources shall be charged the Additional Expenses.
- (2) Any Additional Expenses shall be considered a fee imposed for services provided or done by or on behalf of the Municipalities under the *Municipal Act, 2001*, S.O. 2001, c.24, as amended (the "*Municipal Act, 2001*") and shall be billed as a fee for services to the owner of the property or vehicle as the case may be.
- (3) The Additional Expenses in subsection 33(2) shall constitute a debt of the owner to the respected Municipality.
- (4) The respected Municipality may take such action as it considers necessary and as is permitted by law to collect the Additional Expenses in subsection 33(2).
- (5) The owner shall be liable to pay to the respected Municipality any costs incurred by that Municipality in collecting the Additional Expenses in subsection 33(2) and these costs shall be deemed to be Additional Expenses under this section.
- (6) Without restricting the generality of subsection 33(2), where the Additional Expenses, or any portion of them remain unpaid, for a period in excess of 90 days, the Additional Expenses, or any portion of them that are unpaid shall be added to the tax roll for any real property within the territorial limits of that Municipality owned, (in whole or in part), by the owner and shall be collected in a like manner as municipal taxes.

PART XIV - INTERFERENCE

34. No person shall impede or interfere with or hinder a Member of the Fire Department in the performance of the Member's duties under this By-law.
35. No person shall prevent, obstruct or interfere in any manner whatsoever with the communication of a fire alarm to the Fire Department or with the Fire Department responding to a fire alarm that has been activated.

PART XVI - OFFENCES

36. (1) Every person who contravenes any provision of this By-law or fails to comply with an order or directive issued under this By-law, is guilty of an offence and is liable to a fine, and such other penalties, as provided for in the *Provincial Offences Act*, R. S. O. 1990, c. P.33, as amend, and the *Municipal Act, 2001*.
- (2) In addition to subsection 32, any person who is charged with an offence under this By-law by the laying of an information under Part III of the *Provincial Offences Act*, and is found guilty of the offence is liable, pursuant to the fine provisions of the *Municipal Act, 2001*, to a fine of:
- (i) not more than \$10,000.00 in the case of an individual for a first offence, and a fine of not more than \$25,000.00 for each subsequent offence.
 - (ii) not more than \$25,000.00 in the case of a corporation for a first, and a fine of not more than \$50,000.00 for each subsequent offence.

PART XVII - CONFLICT

37. If this By-law conflicts with any other Municipal By-law, this By-law shall supersede and prevail over the other by-law to the extent of the conflict.

PART XIX - REPEAL AND ENACTMENT

38. By-Law Number AM 62-2013/EG 29-2013/GV 2013-45, as amended, is hereby repealed in its entirety. The repeal of any by-law shall not affect any offence committed against the provisions of that by-law or any penalty incurred in respect thereof or any investigative procedure, including but not limited to any prosecution thereunder.
39. This By-law comes into effect the day on the passing thereof.

By-law given the necessary readings and passed this ____ day of _____, 2023.

Clerk

Head of Council

SCHEDULE "A" - CORE SERVICES

1. FIREFIGHTING AND EMERGENCY RESPONSE

- 1.1. Fire suppression services shall be delivered in both an offensive and defensive mode and shall include search and rescue operations, forcible entry, ventilation, protecting exposures, salvage and overhaul as appropriate under the circumstances.
- 1.2. Emergency pre-hospital care responses and medical acts such as defibrillation, first aid, CPR, and other patient care protocols implemented in accordance with the Emergency Medical Responder Program.
- 1.3. Extrication and related rescue services shall include performing extrication using hand tools, air bags and heavy hydraulic tools as required.
- 1.4. Technical rescue such as shore-based ice/water rescue, confined space (at awareness level).

2. FIRE PREVENTION

- 2.1. Inspections arising from complaint, request, or self-initiated and fire investigations shall be provided in accordance with FPPA, building code and policies of the fire prevention section.
- 2.2. New construction inspections and plan review of buildings under construction in matters respective of fire protection systems within buildings shall be conducted in accordance with the applicable by-law and operating procedures.

3. FIRE AND LIFE SAFETY EDUCATION

- 3.1. Distribution of fire and life safety information and comprehensive public education programs shall be administered in accordance with the FPPA and policies of the Fire Department.
- 3.2. A residential home fire safety awareness program shall be ongoing.
- 3.3. Smoke alarms for residential occupancies shall be temporarily provided for properties where on inspection has revealed inoperative or missing smoke alarms, until the owner of the property has provided permanent smoke alarms.
- 3.4. The delivery of portable fire extinguisher training.
- 3.5. Promote the use of CO Detectors.

4. COMMUNICATIONS

- 4.1. Participate in the Fire Communications operating agreements.
- 4.2. Provide dispatching of emergency vehicles.
- 4.3. Operate and maintain a Fire Department Dispatch system and associated Records Management Systems.
- 4.4. Operate and maintain an audio logger system that records all radio audio data relating to all emergency incidents involving the Fire Department.
- 4.5. Maintain comprehensive records relating to each emergency response that is dispatched.

5. TRAINING

- 5.1. Coordinate the delivery of Firefighting training programs to the standards of the National Fire Protection Association as required by the Ontario Fire Marshalls Office.
- 5.2. Operate and maintain all Fire Department training facilities.
- 5.3. Conduct Firefighting recruit training programs.

5.4. Research and develop various techniques and equipment for use within the Fire Department.

5.5. Facilitate various Fire Department examination and testing processes.

5.6. Maintain comprehensive training records for all Fire Department personnel.

6. APPARATUS AND MAINTENANCE

6.1. Procure, maintain and repair all Fire Department apparatus, vehicles and equipment to NFPA standards and UL specifications.

6.2. Procure, supply and distribute all articles of personal protective equipment, uniform clothing and other related Fire Department supplies.

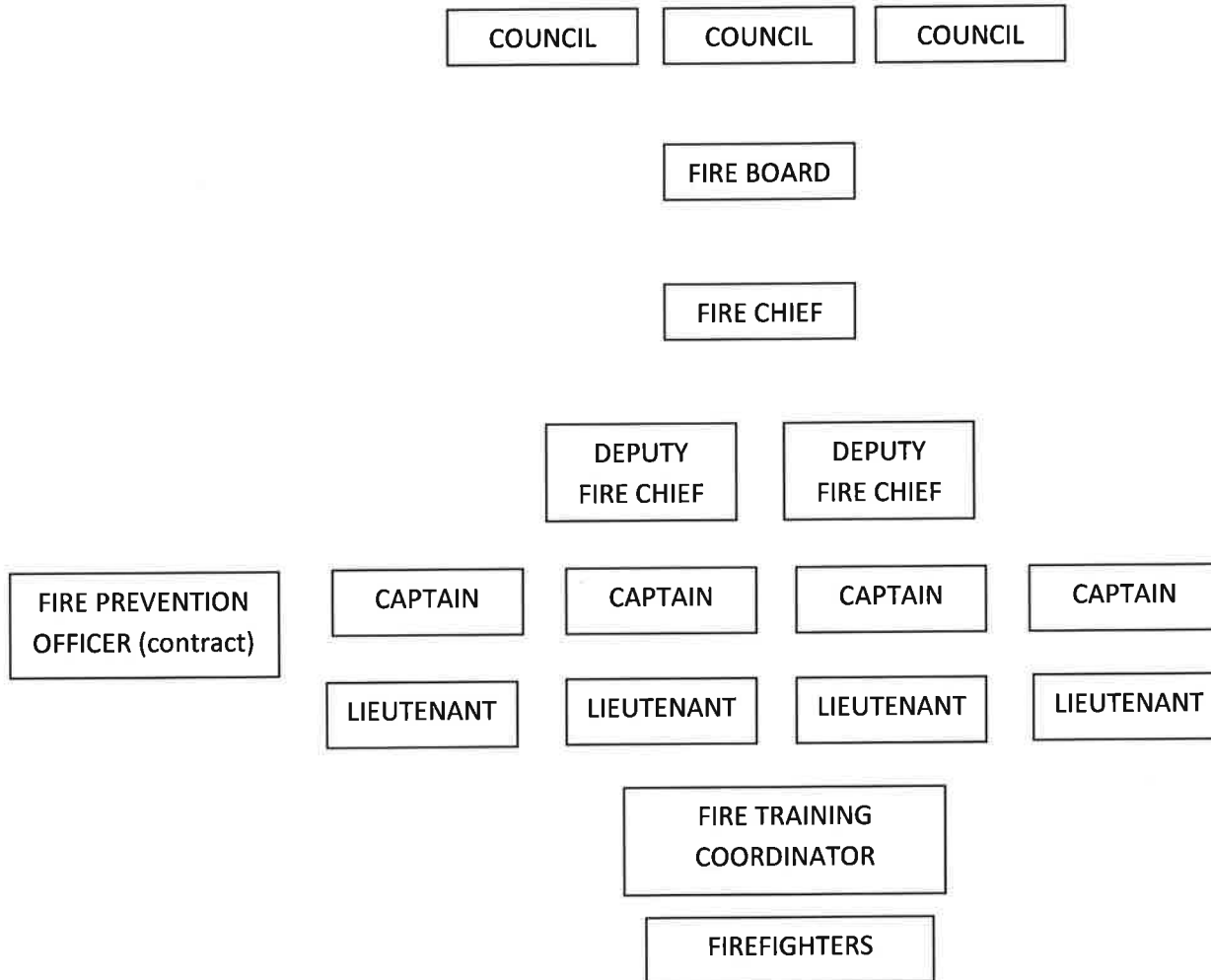
6.3. Procure, maintain and repair all specialized personal protective equipment and related equipment including, but not limited to, self-contained breathing apparatus to NFPA standards and UL specifications.

6.4. Develop and operate a comprehensive personal protective equipment management program.

6.5. Maintain and repair the Fire Department station and property.

SCHEDULE "B" - ORGANIZATIONAL CHART

The three Councils appoint members to the Fire Board, to which the Fire Chief reports. The Chief has 2 Deputy Chiefs that report to them, then there are 4 captains, 4 lieutenants, 1 Fire Prevention Officer, 1 Fire Training Coordinator and 32 Firefighters.



SCHEDULE "C" - GRAND VALLEY & DISTRICT FIRE DEPARTMENT FIRE AREA



Grand River Conservation Authority

Summary of the General Membership Meeting – April 28, 2023

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-04-23-34 - Revised Joint GRCA/GRCF Donor Naming Policy
- GM-04-23-39 - Financial Summary
- GM-04-23-34 - Provincial Offences Act Officer Designation - Section 29 (Conservation Areas)
- GM-04-23-37 - Provincial Offences Act Officer Designations - Section 28 (Planning Services)
- GM-04-23-32 - Development, Interference with Wetlands and Alterations to Shorelines Regulation (Quarterly Permits)
- Property Disposition - Township of Mapleton (Closed Agenda)
- Report of the Labour Relations Committee (Closed Agenda)

Information Items

The Board received the following reports as information:

- GM-04-23-38 - General Insurance Renewal - 2023-2024
- GM-04-23-31 - Cash and Investment Status
- GM-04-23-36 - April 2023 Flood Event
- GM-04-23-33 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- Jan W. Jansen re: Wetlands Protection
- Nicole Doro re: Wetlands Protection

Source Protection Authority

The General Membership of the GRCA also acts as the Source Protection Authority Board

Action Items

The SPA Board approved the resolutions in the following reports as presented in the agenda:

- SPA-04-23-01 - Submission of the 2022 Grand River Annual Progress Report and Supplemental Form
- SPA-04-23-02 - Submission of the Revised Updated Grand River Source Protection Plan and Assessment Report

Correspondence

The SPA Board received the following correspondence:

- Lake Erie Region Source Protection Committee - Source Protection Plan Annual Progress Reporting
- Lake Erie Region Source Protection Committee - Updated Grand River Assessment Report and Source Protection Plan

For full information, please refer to the [April 28 Agenda 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 once they have been approved.

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'.

For release – immediate

**Media Contact: Laura and Alex Giger
Ipmmmedia2023@gmail.com**

Headline: Breathe in Dufferin – Ontario's Heartland

Come and celebrate everything that is cool about country living! Savor a taste of Ontario's Heartland right at your doorstep.

The Plowing Match was created by the Ontario Plowmen's Association to showcase farmers' passion for the soil, agriculture, and rural living. It has turned into a massive rural expo, where our main goal continues to educate others about agriculture. This is the largest event of its kind in Canada, attracting people from all over the world. Historical attendance numbers exceed 60,000 people over the five-day event.

The International Plowing Match and Rural Expo (IPM) is happening this September in Amaranth Township within Dufferin County!!

From September 19th to the 23rd, local farmers of Dufferin County open-up their fields to you and transform them into a large exciting rural expo with a huge, tented city with virtually non-stop entertaining activities and plowing competitions! Come and experience all that is special about the IPM and community of Dufferin!

The 104th edition of this unique event is a feast for your senses!

- wonderful food
- lively music
- animal exhibits
- local vendors of craftsmen and artisans
- impressive farming demonstrations
- plowing competition
- hundreds of interesting displays and exhibitors
- a rodeo that will keep you on the edge of your seat
- fun educational activities for the whole family
- full-service RV park set up with over 1,000 sites

We thank the beautiful municipalities of Amaranth and Grand Valley for hosting this event. Dufferin County sits on the edge of the Greater Toronto Area and is known for its agriculture, food, arts, charming settlements, rolling hills, scenic landscapes (includes some Niagara Escarpment) and small-town warmth.

We look forward to celebrating our beautiful Heartland and good times with you!! Check us out online: <https://www.plowingmatch.org/ipm2023/>.

Follow us on Social Media



International Plowing Match and Rural Expo 2023

ipm2023

About the International Plowing Match and Rural Expo

The International Plowing Match and Rural Expo celebrates farming's history with our extensive historical displays and demonstrations. The 2023 IPM also showcases the modern with some of the newest and most advanced plows and agricultural equipment on the market competing.

About the Ontario Plowmen's Association

The OPA is the parent host of the International Plowing Match. Each year the OPA partners with a local plowing association to organize and host the International Plowing Match.



BREATHE IN DUFFERIN

ONTARIO'S HEARTLAND

BEAUTIFICATION COMPETITION

GET INVOLVED AND BE CREATIVE!

DECORATE THE ENTRANCE OF YOUR HOME, DRIVEWAY OR BUSINESS TO BEAUTIFY OUR COMMUNITY FOR THE 2023 INTERNATIONAL PLOWING MATCH AND RURAL EXPO. LET'S WELCOME THOSE COMING TO DUFFERIN.

PRIZE MONEY IS UP FOR GRABS!

PRIZE MONEY WILL BE AWARDED IN EACH OF THE 4 CATEGORIES!
URBAN, RURAL, BUSINESSES (INCLUDING SCHOOLS AND CHURCHES)
AND BARN QUILTS.

DISPLAYS MUST INCORPORATE

THEME: BREATHE IN DUFFERIN - ONTARIO'S HEARTLAND.
FLOWERS: HYDRANGEAS AND FALL MUMS (CHRYSANTHEMUM)
IPM 2023 COLOURS: CREAM, RUST AND BLUE.

CONTEST ENTRY DEADLINE IS AUGUST 28TH, 2023
FOR MORE INFORMATION, RULES AND TO ENTER,
IPM2023BEAUTIFICATION@GMAIL.COM
WWW.PLOWINGMATCH.ORG/IPM2023





Committee of Adjustment
Decision of Committee with Reasons
Re Application for Minor Variance

Planning Act, R.S.O. 1990, c. P.13, ss. 45(8)

Approval Authority: The Corporation of the Town of Orangeville

Applicants: PKE Holdings Inc.

Location of Property: Lot 6, Registrar's Compiled Plan 335, Part 5, Reference Plan 7R-393 municipally known as 23 Robb Boulevard in the Town of Orangeville

Purpose of Application: The applicant is requesting a minor variance to permit a vehicle storage area in the rear yard.

We, the undersigned, in making the Decision upon this application have considered whether or not the variances requested were minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the zoning by-law and the official plan will be maintained, or in the case of a change in a use of property which is lawfully non-conforming under the by-law as to whether or not this application has met the requirements of Section 45(1) of the Planning Act,

Concur in the following Decision and reasons for the Decision made on the **5th day of April, 2023**.

The Request is hereby: **Approved**

This Decision:

If **approved**: is subject to the conditions and for the reasons set out on page two of the Notice of Decision of the Committee of Adjustment.

If **refused**: is for the reasons set out on page two of the Notice of Decision of the Committee of Adjustment.

Michael Demczur, Member
Rita Baldassara, Member
Ashley Harris, Member
Nicola Highland-Davies, Member
Alan Howe, Chair

Approved by all members present who concur in this Decision.

Certification
Planning Act, 1990, R.S.O. c. P.13, ss. 45(10)

I, Tracy Macdonald Secretary-Treasurer of the Committee of Adjustment certify that this is a true copy of the Decision of the Committee given on **April 5, 2023** with respect to the application recorded therein.

Tracy Macdonald, Secretary-Treasurer
Committee of Adjustment

This Decision or any condition is subject to appeal to the Ontario Land Tribunal. The applicant, the Minister or any specified person or public body that has an interest in the matter may within 20 days of the making of the decision appeal to the Tribunal against the decision of the committee by filing with the Secretary-Treasurer of the committee a notice of appeal setting out the objection to the decision and the reasons in support of the objection accompanied by payment to the Secretary-Treasurer of the fee charged by the Tribunal as payable on an appeal from a committee of adjustment to the Tribunal.

For more information on the prescribed fee and to obtain a copy of the appeal form, please visit the Tribunal website at: <https://olt.gov.on.ca/about-olt/>

The appeal form and payment may be delivered in person to Town Hall, 87 Broadway, Orangeville or mailed to:

Tracy Macdonald, Secretary-Treasurer
Committee of Adjustment
Town of Orangeville
87 Broadway
Orangeville, ON
L9W 1K1

Date Decision Mailed: April 5, 2023

Last Day for Appealing this Decision: April 25, 2023

(Appeals must be received no later than 4:30 p.m. on the above date)

File #A-03/23 was approved, generally in accordance with the submitted site plan.

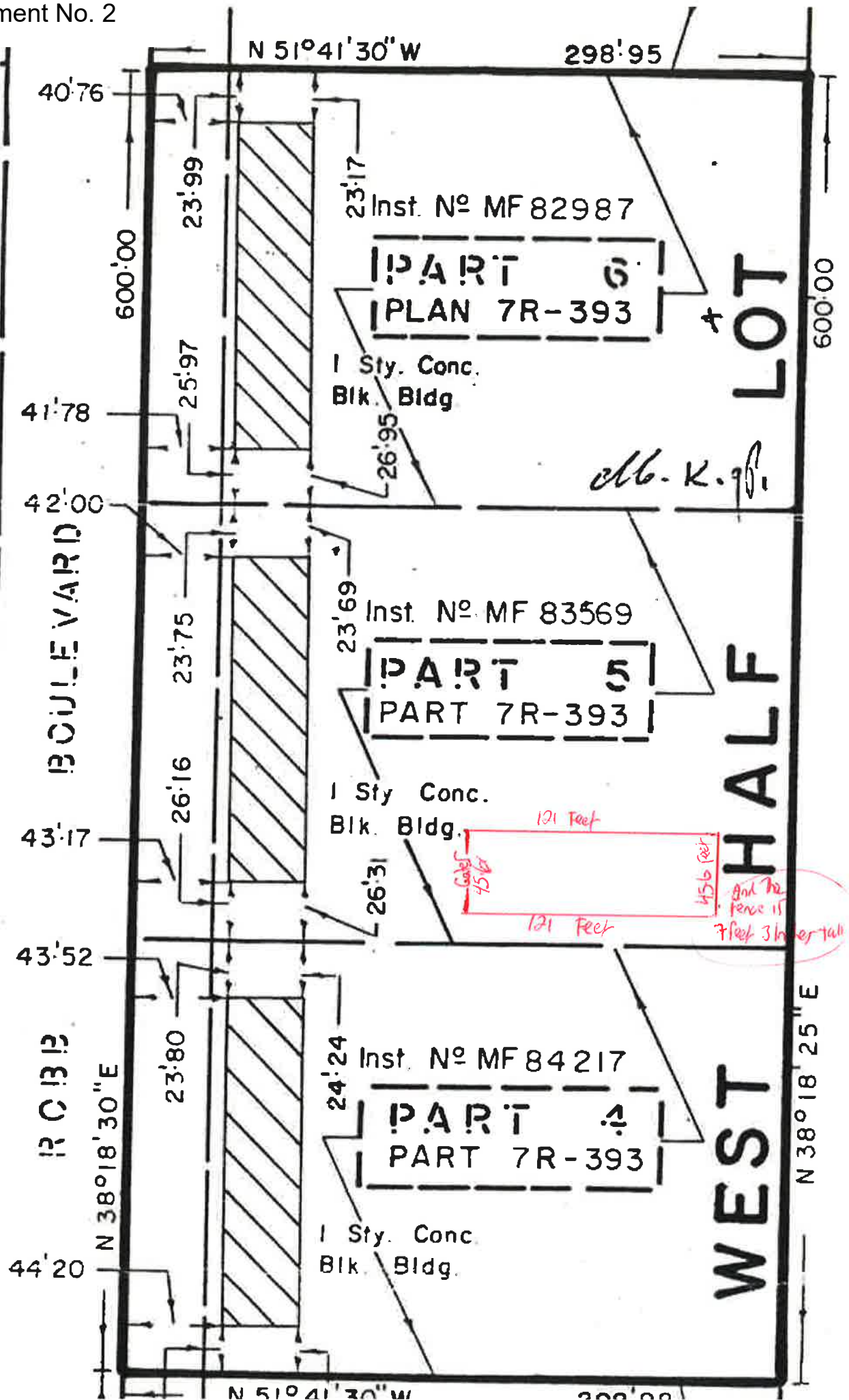
Conditions: Not applicable

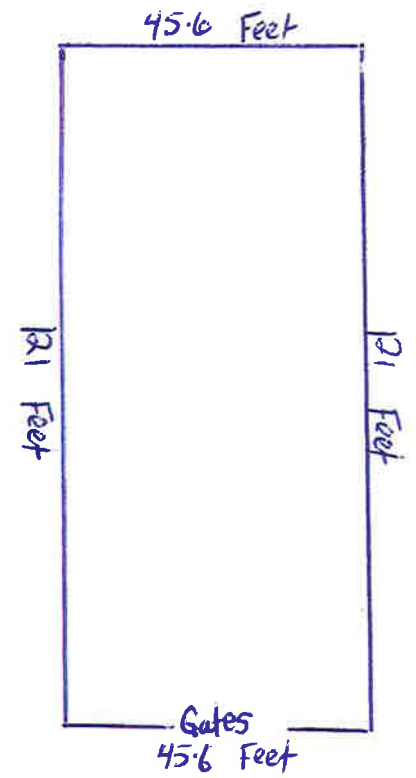
Reason for Decision:

The Committee has received written and/or oral submission from the following during the hearing and has taken these submissions into consideration.

- Report from L. Russell, Senior Planner, Infrastructure Services, dated April 5, 2023.
- Letter from Ontario Hydro dated March 17, 2023

The Committee supports the report by L. Russell, Senior Planner regarding the application and finds the request to be minor in nature, desirable for the appropriate development or use of the lands and believes that the general intent and purpose of the Official Plan and the Zoning by-law are maintained.





7 Feet 3 inches Tall

23 Robb Boulevard Unit 5
Orangeville ON L9w 3L1



Committee of Adjustment

**Decision of Committee with Reasons
Re Application for Minor Variance**

Planning Act, R.S.O. 1990, c. P.13, ss. 45(8)

Approval Authority:	The Corporation of the Town of Orangeville
Applicants:	Nick Facciolo
Location of Property:	Lot 33, Part of Lot 32, Part of Station Grounds, Plan 219 lot desc incl Part 4, Reference Plan 7R-3931 municipally known as 42 Green Street in the Town of Orangeville
Purpose of Application:	The applicant is requesting variances to reduce the minimum interior side yard setback from 3 metres to 1.4 metres; to reduce the minimum rear yard setback from 6 metres to 1.4 metres; to increase the height of a fence in the front yard from 0.9 metres to 1.6 metres; and to permit a contractor or tradesman establishment use in conjunction with noncontractor or tradesman establishment uses whereas Zoning By-law 22-90, as amended, requires a contractor or tradesman establishment to be the sole use on the lot in the General Industrial (M1) Zone.

We, the undersigned, in making the Decision upon this application have considered whether or not the variances requested were minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the zoning by-law and the official plan will be maintained, or in the case of a change in a use of property which is lawfully non-conforming under the by-law as to whether or not this application has met the requirements of Section 45(1) of the Planning Act,

Concur in the following Decision and reasons for the Decision made on the **5th day of April, 2023**.

The Request is hereby: **Approved**
This Decision:

If **approved**: is subject to the conditions and for the reasons set out on page two of the Notice of Decision of the Committee of Adjustment.

If **refused**: is for the reasons set out on page two of the Notice of Decision of the Committee of Adjustment.

Michael Demczur, Member
Rita Baldassara, Member
Ashley Harris, Member
Nicola Highland-Davies, Member
Alan Howe, Chair

Approved by all members present who concur in this Decision.

Certification
Planning Act, 1990, R.S.O. c. P.13, ss. 45(10)

I, Tracy Macdonald Secretary-Treasurer of the Committee of Adjustment certify that this is a true copy of the Decision of the Committee given on **April 5, 2023** with respect to the application recorded therein.

Tracy Macdonald Secretary-Treasurer
Committee of Adjustment

This Decision or any condition is subject to appeal to the Ontario Land Tribunal. The applicant, the Minister or any specified person or public body that has an interest in the matter may within 20 days of the making of the decision appeal to the Tribunal against the decision of the committee by filing with the Secretary-Treasurer of the committee a notice of appeal setting out the objection to the decision and the reasons in support of the objection accompanied by payment to the Secretary-Treasurer of the fee charged by the Tribunal as payable on an appeal from a committee of adjustment to the Tribunal.

For more information on the prescribed fee and to obtain a copy of the appeal form, please visit the Tribunal website at: <https://olt.gov.on.ca/about-olt/>

The appeal form and payment may be delivered in person to Town Hall, 87 Broadway, Orangeville or mailed to:

Tracy Macdonald, Secretary-Treasurer
Committee of Adjustment
Town of Orangeville
87 Broadway
Orangeville, ON
L9W 1K1

Date Decision Mailed: April 5, 2023

Last Day for Appealing this Decision: April 25, 2023

(Appeals must be received no later than 4:30 p.m. on the above date)

File #A-02/23 was approved, generally in accordance with the approved site plan.

Conditions: Not applicable

Reason for Decision:

The Committee has received written and/or oral submission from the following during the hearing and has taken these submissions into consideration.

- Report from L. Russell, Senior Planner, Infrastructure Services, dated April 5, 2023.
- Orangeville Hydro, dated March 17, 2023

The Committee supports the report by L. Russell, Senior Planner regarding the application and finds the request to be minor in nature, desirable for the appropriate development or use of the lands and believes that the general intent and purpose of the Official Plan and the Zoning by-law are maintained.



374028 6TH LINE • AMARANTH ON • L9W 0M6

May 2, 2023

County of Dufferin
30 Centre Street
Orangeville, ON L9W 2X1

SENT BY EMAIL TO: County of Dufferin, Township of Melancton, Town of Grand Valley,
Town of Shelburne, Town of Orangeville, Township of Mulmur, Township of Mono,
Township of East Garafraxa

Re: Township shared and combined services

At its regular meeting of Council held on April 5, 2023, the Township of Amaranth Council passed the following motion:

Resolution #: 4

Moved by: C. Gerrits

Seconded by: B. Metzger

BE IT RESOLVED THAT:

Whereas the Township of Amaranth values existing partnerships with our municipal partners that provide services to the residents of the Township and;

Whereas the Council of the Township of Amaranth has the responsibility to explore all options that may benefit the Township and the tax payers without prejudice therefore;

The Council of the Township of Amaranth commit to discuss all options for shared and combined services with other municipalities within Dufferin and the County of Dufferin during the current council term.

CARRIED

Please do not hesitate to contact the office if you require any further information in this matter.

Yours truly,

Nicole Martin, Dipl. M.A.
CAO/Clerk



April 26, 2023

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

Dear Honourable Ford:

Council for the Town of Mono passed the following resolution regarding conducting a road safety traffic study on the portion of Hwy 10 that passes through Dufferin County.

Resolution #11-7-2023

Moved by Fred Nix, Seconded by Melinda Davie

THAT Council for the Town of Mono supports Dufferin County Council's resolution calling on the Minister of Transportation to include that portion of Hwy 10 that lies within Dufferin County be included in the Highway 10 traffic and road safety study.

"Carried"

Respectfully,

Fred Simpson
Clerk

cc: Hon. Sylvia Jones, Deputy Premier and MPP Dufferin-Caledon
Hon. Caroline Mulroney, Minister of Transportation
All Dufferin Municipalities
Town of Caledon

Shannon Peart

From: Clerks
Subject: RE: Highway 10 Traffic and Road Safety Study Resolution

From: Roseann Knechtel
Sent: Tuesday, April 18, 2023 4:38 PM
Subject: Highway 10 Traffic and Road Safety Study Resolution

Good Afternoon,

At the Council meeting held on April 5, 2023, Council of the Township of Mulmur passed the attached resolution in support of a traffic and road safety study on Provincial Highway 10, including those sections located in Dufferin County.

Have a great day,

Roseann Knechtel, BA, MMC | Deputy Clerk / Planning Coordinator
Township of Mulmur | 758070 2nd Line East | Mulmur, Ontario L9V 0G8
Phone 705-466-3341 ext. 223 | Fax 705-466-2922 | rknechtel@mulmur.ca
[Join our email list](#) to receive important information and keep up to date on the latest Township news.

This message (including attachments, if any) is intended to be confidential and solely for the addressee. If you received this e-mail in error, please delete it and advise me immediately. E-mail transmission cannot be guaranteed to be secure or error-free and the sender does not accept liability for errors or omissions.



758070 2nd Line E
Mulmur, Ontario
L9V 0G8

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

April 11, 2023

Provincial Highway 10 – Terms of Reference for a Traffic and Road Safety Study

At the meeting held on April 5, 2023, Council of the Township of Mulmur supported the Town of Caledon, Dufferin County and Town of Orangeville in their request to develop terms of reference for a traffic and road safety study of Provincial Highway 10, to be funded by the MTO including the section of Provincial Highway 10 located in Dufferin County.

Many sections of Highway 10 continue to be single lane, despite the increased population growth and associated traffic volumes, number of commercial vehicles, and increased motor vehicle collisions. Road safety continues to be a priority for the Township of Mulmur and its residents who utilize Provincial Highway 10 on a daily basis.

The Corporation of the Township of Mulmur therefore supports the Town of Caledon, County of Dufferin and Town of Orangeville in their request to develop a traffic and road safety study of Provincial Highway 10, including the sections of highway located in the County of Dufferin.

Sincerely,

Roseann Knechtel

Roseann Knechtel, Deputy Clerk/Planning Coordinator



Town of Caledon
6311 Old Church Road
Caledon ON L7C 1J6
Attn: Laura Hall, Clerk

Please be advised that its regular meeting on March 9, 2023, Dufferin County Council passed the following motion to support your request to the Ministry of Transportation and ask the Dufferin County portion of Highway 10 be included:

WHEREAS driver and pedestrian safety is a priority of our Council;

AND WHEREAS Provincial Highway 10, from the northern border of Brampton to the northern border of Dufferin County, contains various uses such as urban and rural and experiences high traffic volumes, chronic speeding, and an increased number of commercial vehicles;

AND WHEREAS the projected growth will continue to exasperate these issues;

AND WHEREAS our neighbours to the South in the Town of Caledon have recently made a delegation at ROMA to ask the Province to work with the Town of Caledon to develop a terms of reference for a traffic and road safety study to be funded by the MTO, of the entire length of Highway 10 within Caledon;

AND WHEREAS the County of Dufferin would benefit from such a traffic and road safety study being done including the length of Highway 10 within the County of Dufferin;

THEREFORE BE IT RESOLVED that a letter of support be provided to the Town of Caledon regarding their request to the Province on behalf of Council;

AND FURTHER request that the Town of Caledon include the portion of Highway 10 that runs through the County of Dufferin in the proposed study;

AND THAT County of Dufferin staff be available for consultation as part of this project;

AND THAT a copy of the letter of support be sent to Premier Doug Ford, Deputy Premier, Sylvia Jones, Minister of Transportation, Caroline Mulroney, the Town of Caledon and all municipalities in Dufferin County.



Thank you,

Michelle Hargrave

Michelle Hargrave
Administrative Support Specialist

Cc Deputy Premier
Minister of Transportation
Town of Caledon Clerk
Dufferin County Clerks



March 21, 2023

Mayor Annette Groves
Town of Caledon
6311 Old Church Rd.
Caledon, ON, L7C 1J6
Via Email: annette.groves@caledon.ca

Re: Town of Orangeville resolution in support of terms of the development of terms of reference for a traffic and road safety study to be funded by MTO for the full length of Hwy 10.

Dear Mayor Groves,

On February 27, 2023, the Town of Orangeville Council passed the below resolution to provide support to the Town of Caledon's request to the Province to develop terms of reference for a traffic and road safety study.

"WHEREAS driver and pedestrian safety is a priority of our Council; and

WHEREAS Provincial Highway 10, from the northern border of Brampton to the intersection of First Street in Orangeville, contains various uses such as urban and rural and experiences high traffic volumes, chronic speeding, and an increased number of commercial vehicles; and

WHEREAS the projected growth will continue to exasperate these issues; and

WHEREAS our neighbours to the South in the Town of Caledon have recently made a delegation at ROMA to ask the Province to work with the Town of Caledon to develop a terms of reference for a traffic and road safety study to be funded by the MTO, of the entire length of Highway 10 within Caledon; and

WHEREAS the Town of Orangeville would benefit from such a traffic and road safety study being done including the length of Highway 10 within Orangeville; and

NOW THEREFORE BE IT RESOLVED that a letter of support be provided to the Town of Caledon regarding their request to the Province on behalf of Council;

AND FURTHER REQUEST that the Town of Caledon include the portion of Highway 10

that runs through Orangeville in the proposed study; and

THAT the Town of Orangeville staff be available for consultation as part of this project; and

THAT a copy of the letter of support be sent to Premier Doug Ford, Deputy Premier, Sylvia Jones, Minister of Transportation, Caroline Mulroney, the Town of Caledon and all municipalities in Dufferin County.”

We respectfully support Town of Caledon’s request and look forward to hearing of the response and actions taken by the Province and MTO.

Sincerely,



Lisa Post
Mayor

c.c. Premier Doug Ford,
Deputy Premier Sylvia Jones,
Minister of Transportation, Caroline Mulroney
All Dufferin County Municipalities



April 17, 2023

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

At its regular meeting on April 13, 2023, Dufferin County Council passed the following resolution:

THAT Dufferin County Council supports Bill 5 – Stopping Harassment and Abuse by Local Leaders Act;

AND THAT this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Honourable Stephen Blais, and local MPPs.

Thank you,

Michelle Hargrave

Michelle Hargrave
Administrative Support Specialist





758070 2nd Line E
Mulmur, Ontario
L9V 0G8

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

April 6, 2023

Bill 5—Stopping Harassment and Abuse by Local Leaders Act, 2022

At the meeting held on April 5, 2023, Council of the Township of Mulmur passed the following resolution in support of Bill 5 – Stopping Harassment and Abuse by Local Leaders Act, 2022

Moved by Cunningham and Seconded by Clark

WHEREAS Bill 5—Stopping Harassment and Abuse by Local Leaders Act, 2022 was introduced in the Ontario Legislature by MPP Stephen Blais through a Private Member's Bill on August 10, 2022;

AND WHEREAS the Township of Mulmur and Council are committed to demonstrating good governance and greater accountability to its Code of Conduct and workplace policies;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Mulmur endorses Bill 5—Stopping Harassment and Abuse by Local Leaders Act, 2022 which would require the Code of Conduct for municipal Councillors and members of local boards to include a requirement to comply with workplace violence and harassment policies and permit municipalities to direct the Integrity Commissioner to apply to the court to vacate a member's seat if the Commissioner's Inquiry determines that the member has contravened this requirement;

AND THAT the Council of the Corporation of the Township of Mulmur expresses its support for Bill 5 by directing the Clerk to send this motion to the Premier of Ontario; the Ontario Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO); the local Members of Parliament (MP's); the local Members of Provincial Parliament (MPP's); and all Ontario Municipalities.

CARRIED.

Sincerely,

Roseann Knechtel

Roseann Knechtel, Deputy Clerk/Planning Coordinator

APR 20 2023
Info # 6



April 17, 2023

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

At its regular meeting on April 13, 2023, Dufferin County Council passed the following resolution:

THAT Dufferin County Council supports Bill 5 – Stopping Harassment and Abuse by Local Leaders Act;

AND THAT this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Honourable Stephen Blais, and local MPPs.

Thank you,

Michelle Hargrave

Michelle Hargrave
Administrative Support Specialist



Shannon Peart

From: Clerks
Subject: RE: Town of Orangeville - Response to Bill 5 - Stopping Harassment and Abuse by Local Leaders Act

From: Lindsay Raftis
Sent: Monday, May 1, 2023 11:14 AM
Subject: Town of Orangeville - Response to Bill 5 - Stopping Harassment and Abuse by Local Leaders Act

Good morning,

Please be advised that Bill 5 – Stopping Harassment and Abuse by Local Leaders Act, 2022 was considered by Council at its meeting held on April 17, 2023 and the Council adopted the following resolution:

Whereas Bill 5—Stopping Harassment and Abuse by Local Leaders Act, 2022 was introduced in the Ontario Legislature by MPP Stephen Blais through a Private Member’s Bill on August 10, 2022;

Whereas the Town of Orangeville and Council are committed to demonstrating good governance and greater accountability to its Code of Conduct and workplace policies;

Now therefore be it resolved:

- 1. That Orangeville Council endorses Bill 5—Stopping Harassment and Abuse by Local Leaders Act, 2022 which would require the Code of Conduct for municipal Councillors and members of local boards to include a requirement to comply with workplace violence and harassment policies and permit municipalities to direct the Integrity Commissioner to apply to the court to vacate a member’s seat if the Commissioner’s Inquiry determines that the member has contravened this requirement.**
- 2. That Orangeville Council expresses its support for Bill 5 by directing the Town of Orangeville Clerk to send this motion to the Premier of Ontario; the Ontario Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO); the local Members of Parliament (MP’s); the local Members of Provincial Parliament (MPP’s); the Ontario Big Cities Mayors Caucus (OBCM); the Large Urban Mayors’ Caucus of Ontario; the Small Urban GTHA Mayors as well as Dufferin County Municipalities.**

Thank you,

Lindsay Raftis | Assistant Clerk | Corporate Services
Town of Orangeville | 87 Broadway | Orangeville, ON L9W 1K1
519-941-0440 Ext. 2242 | Toll Free 1-866-941-0440 Ext. 2215
lraftis@orangeville.ca | www.orangeville.ca

Apr 25, 2023

Hon. Doug Ford
Legislative Building
1 Queen's Park
Toronto, ON
M7A 1A1

Dear Hon. Doug Ford:

Re: Motion in Support of Bill 5 – Stopping Harassment and Abuse by Local Leaders Act

This is to confirm that at the April 24, 2023 Council Meeting the following resolution was adopted with respect to the above noted matter:

WHEREAS municipally elected leaders do not have an appropriate accountability structure when it comes to perpetrating violence and harassment in the workplace; and

WHEREAS a fundamental, underlying principle of broadening diversity, equity and inclusion in politics rests on the assumption that the workplace is safe; and

WHEREAS Bill 5, the *Stopping Harassment and Abuse by Local Leaders Act* would require Councillors to comply with the workplace violence and harassment policies of the municipality they represent, permit municipalities to direct the Integrity Commissioner to apply to the court to vacate a member's seat for failing to comply with the municipality's workplace violence and harassment policies as well as restrict officials whose seat has been vacated from seeking immediate subsequent re-election; and

WHEREAS over 40 municipalities have formally endorsed and communicated public support for Bill 5; and


WHEREAS Bill 5 would both hold accountable and protect all municipal officials;

NOW THEREFORE BE IT RESOLVED that the Township of West Lincoln Council express its support for Bill 5, *Stopping Harassment and Abuse by Local Leaders Act*;

FURTHER that this resolution be sent to the Hon. Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, and local area MPPs.

If any further information is required, please contact the undersigned at 905-957-3346, Ext 5136.

Yours Truly,

A handwritten signature in cursive script, appearing to read "Joanne Scime".

Joanne Scime
Director of Legislative Services/Clerk

cc. Steve Clark, Minister of Municipal Affairs and Housing
AMO
Sam Oosterhoff, MPP
Jennifer (Jennie) Stevens, MPP
Wayne Gates, MPP
Jeff Burch, MPP



THE CORPORATION OF THE TOWN OF COBOURG

The Corporation of the Town of Cobourg
Legislative Services Department
Victoria Hall
55 King Street West
Cobourg, ON K9A 2M2

Brent Larmer
Municipal Clerk/
Director of Legislative Services
Telephone: (905) 372-4301 Ext. 4401
Email: blarmer@cobourg.ca
Fax: (905) 372-7558

SENT VIA EMAIL

May 1, 2023

Minister of Municipal Affairs and Housing
Premier Doug Ford
MP Philip Lawrence
MPP David Piccini
All Ontario municipalities

Re: Bill 5 - Stopping Harassment and Abuse by Local Leaders Act 2022

Please see attached Resolution adopted at the Cobourg Municipal Council meeting held on May 1, 2023.

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at blarmer@cobourg.ca or by telephone at (905)-372-4301 Ext. 4401.

Sincerely,

Brent Larmer
Municipal Clerk/Director of Legislative Services
Returning Officer
Legislative Services Department





The Corporation of the Town of Cobourg

Resolution

Moved By

Councillor Adam Bureau

Last Name Printed

BUREAU

Resolution No.:

145-23

Seconded By

Councillor Miriam Mutton

Last Name Printed

MUTTON

Council Date:

May 1, 2023

THAT Council receive the correspondence from the Municipality of Mulmar and Duffer for information purposes; and

FURTHER THAT Council endorse and support Bill 5 - Stopping Harassment and Abuse by Local Leaders Act 2022 was introduced in the Ontario Legislature by MPP Steven Blaze through a private member's bill on August 10 2022; and

FURTHER THAT the Town of Coburg and Council are committed to demonstrating good governance and greater accountability for its Code of Conduct and workplace policies; and

NOW THEREFORE BE RESOLVED THAT the Council and the Corporation of the Town of Cobourg endorses Bill 5 Stopping Harassment and Abuse by Local Leaders Act 2022 which would require the code of conduct for municipal councillors and members of local boards to include or requirement to comply with workplace violence and harassment policies and permit municipalities to direct the integrity commissioner to apply to the court to vacate a member seat if the commissioners inquiry determines that the member has contravened this requirement; and

FURTHER THAT Council expresses its support for Bill 5 by directing the Clerk to send a copy of this motion to the Premier of Ontario the Ontario, Minister of Municipal Affairs and Housing, the Minister of Municipal Affairs and Housing the local members of parliament MPs the local members of provincial department and MPPS and all Ontario municipalities.



758070 2nd Line E
Mulmur, Ontario
L9V 0G8

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

April 6, 2023

Bill 5—Stopping Harassment and Abuse by Local Leaders Act, 2022

At the meeting held on April 5, 2023, Council of the Township of Mulmur passed the following resolution in support of Bill 5 – Stopping Harassment and Abuse by Local Leaders Act, 2022

Moved by Cunningham and Seconded by Clark

WHEREAS Bill 5—Stopping Harassment and Abuse by Local Leaders Act, 2022 was introduced in the Ontario Legislature by MPP Stephen Blais through a Private Member's Bill on August 10, 2022;

AND WHEREAS the Township of Mulmur and Council are committed to demonstrating good governance and greater accountability to its Code of Conduct and workplace policies;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Mulmur endorses Bill 5—Stopping Harassment and Abuse by Local Leaders Act, 2022 which would require the Code of Conduct for municipal Councillors and members of local boards to include a requirement to comply with workplace violence and harassment policies and permit municipalities to direct the Integrity Commissioner to apply to the court to vacate a member's seat if the Commissioner's Inquiry determines that the member has contravened this requirement;

AND THAT the Council of the Corporation of the Township of Mulmur expresses its support for Bill 5 by directing the Clerk to send this motion to the Premier of Ontario; the Ontario Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO); the local Members of Parliament (MP's); the local Members of Provincial Parliament (MPP's); and all Ontario Municipalities.

CARRIED.

Sincerely,

Roseann Knechtel

Roseann Knechtel, Deputy Clerk/Planning Coordinator

APR 20 2023
Info # 6



April 17, 2023

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

At its regular meeting on April 13, 2023, Dufferin County Council passed the following resolution:

THAT Dufferin County Council supports Bill 5 – Stopping Harassment and Abuse by Local Leaders Act;

AND THAT this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Honourable Stephen Blais, and local MPPs.

Thank you,

Michelle Hargrave

Michelle Hargrave
Administrative Support Specialist



May 3, 2023

Your Worship and Members of Council,

We are writing today as we've heard from many of you regarding the introduction of a locate charge, and we'd would like to provide some context and background regarding our approach. We are also seeing a lot of misinformation circulate, resulting in misunderstanding, and we'd like to correct the record.

We, along with **all** underground infrastructure owners, are required to comply with the recently released regulations related to locate delivery ([Bill 93](#)). In order to recover our compliance costs and protect the interests of our customers, we introduced a locate charge for **third party and for-profit locate requestors**. We want to reassure you that locates for private property owners and existing natural gas customers **remain at no charge**.

As we shared, the third-party locate charge is currently on pause as we continue to explore pathways and consult with our stakeholders and industry partners, including a phased approach focused on the adoption of a dedicated locator model for large infrastructure owners. Within a dedicated locator model, large excavators hire their own locators trained by infrastructure owners to locate all underground utilities on their projects, which leads to significant efficiencies in locate delivery.

In addition, misinformation is circulating that Enbridge Gas operates its infrastructure in municipal right of ways at no cost – **and this is simply not true**. Enbridge pays more than \$135 million in annual municipal taxes based upon the infrastructure we operate. We also pay additional fees where required when we install new pipe or initiate work to maintain existing assets. We deliver natural gas service to approximately 3.9 million customers in 313 municipalities across Ontario, through a network of 154,000 kilometers of pipeline. We complete approximately 1.2 million locate requests annually. And, in 2023, we will invest \$550 million to maintain and add customers to our natural gas system. We are a proud contributor to the communities in which we operate, and our commitment to the safe, reliable delivery of natural gas underpins everything we do.

We encourage you to call upon the Government of Ontario to enact a dedicated locator model for large infrastructure owners, and to support a phased approach to regulation adoption.

Please reach out should you have any questions.

Sincerely,



Mark Maxwell
Director, GTA West Region Operations

ENBRIDGE GAS INC.
TEL: 905-458-2154 | mark.maxwell@enbridge.com
6 Colony Crt, Brampton, ON, L6T 4E4



Mike McGivern
Director, Distribution Protection

ENBRIDGE GAS INC.
TEL: 416-758-4330 | michael.mcgivern@enbridge.com
500 Consumers Road, North York, Ontario M2J 1P8

CC: Hon. Todd Smith, Minister of Energy
Hon. Kaleed Rasheed, Minister of Public and Business Service Delivery
Colin Best, President, Association of Municipalities of Ontario



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

April 24, 2023

Association of Ontario Road Supervisors
268 Maiden Lane, Suite 206
PO Box 2669
St. Mary's, Ontario
N4X 1A4

Attention: Kelly Elliott, Marketing and Communications Specialist

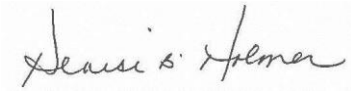
Dear Ms. Elliott:

At the meeting of Council held on April 20, 2023, the following motion was introduced and passed:

Moved by Neilson, Seconded by McLean

Be it resolved that: WHEREAS, Enbridge recently made an announcement of their intention to begin charging third-party contractors and other utilities \$200 CAD (plus applicable taxes) for utility locates where a field locate is required; AND WHEREAS, third-party contractors include Ontario municipalities; AND WHEREAS, these locate requests are only required as Ontario municipalities have allowed utilities to use municipal right of ways at no charge to the utilities; AND WHEREAS, this announcement of new downloaded costs will negatively impact the budgets of Ontario municipalities which are already burdened; AND WHEREAS, if Enbridge is successful in implementing this new charge, a precedence is set for other utility companies to also begin charging for locates; THEREFORE IT BE RESOLVED, that the Township of Melancthon strongly opposes these utility locate costs being downloaded to Ontario municipalities by Enbridge Gas or other utilities; AND THAT, the Province of Ontario's Ministry of Public and Business Service Delivery make it clear that these costs must be borne by the utilities themselves; AND THAT, this decision be forwarded to Minister of Public and Business Service Delivery Kaleed Rasheed; Minister of Infrastructure Kinga Surma; Minister of Energy Todd Smith; Premier Doug Ford; Dufferin-Caledon MPP Sylvia Jones; the Association of Ontario Road Supervisors; the Association of Municipalities of Ontario and all Municipalities in Dufferin County." **Carried.**

Yours truly,

A handwritten signature in cursive script, reading "Denise B. Holmes". The signature is written in dark ink on a light-colored background.

Denise B. Holmes, AMCT
CAO/Clerk

- c. Honourable Doug Ford, Premier of Ontario
Honourable Sylvia Jones, Dufferin-Caledon MPP
Honourable Kaleed Rasheed Minister of Public and Business Service Delivery
Honourable Kinga Surma, Minister of Infrastructure
Honourable Todd Smith, Minister of Energy
Association of Municipalities of Ontario
All Municipalities in Dufferin County



MUNICIPALITY OF
SHUNIAH

COUNCIL RESOLUTION

Resolution No.: 152-23

Date: Apr 25, 2023

Moved By: _____

Seconded By: _____

WHEREAS, Enbridge recently made an announcement of their intention to begin charging third-party contractors and other utilities \$200 CAD (plus applicable taxes) for utility locates where a field locate is required;

AND WHEREAS, third-party contractors include Ontario municipalities;

AND WHEREAS, these locate requests are only required as Ontario municipalities have allowed utilities to use municipal right of ways at no charge to the utilities;

AND WHEREAS, this announcement of new downloaded costs will negatively impact the budgets of Ontario municipalities which are already burdened;

AND WHEREAS, if Enbridge is successful in implementing this new charge, a precedence is set for other utility companies to also begin charging for locates;

THEREFORE IT BE RESOLVED, that the Municipality of Shuniah strongly opposes these utility locate costs being downloaded to Ontario municipalities by Enbridge Gas or other utilities;

TO 3RD PARTY CONTRACTORS INCURSIVE
AND THAT, the Province of Ontario's Ministry of Public and Business Service Delivery make it clear that these costs must be borne by the utilities themselves;

AND THAT, this decision be forwarded to Minister of Public and Business Service Delivery Kaleed Rasheed, Minister of Infrastructure Kinga Surma, Minister of Energy Todd Smith, Premier Doug Ford, Lise Vaugeois MPP, Kevin Holland MPP, the Association of Ontario Road Supervisors and the Association of Municipalities of Ontario.

☒ Carried

☐ Defeated

☐ Amended

☐ Deferred

Signature

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario, P7A 1X8

From: Diana Morris

Sent: Friday, April 21, 2023 11:44 AM

Subject: 2023 Business Excellence Awards Gala & Annual General Meeting

YOU'RE INVITED

2023 Business Excellence Awards Gala & Annual General Meeting May 18, 2023

AGM & Cocktail Reception 5:30-6:30
BEA Gala 6:30-9:30

[Register for the BEA Gala & AGM](#)

[Register for the AGM & Cocktail Reception only](#)



A Gala Evening Celebrating Business Excellence in Dufferin. The 2023 BEAs recognize outstanding local businesses and nonprofits who work to benefit both our local economy and the wellbeing of our community.

Nominations have opened for the 2023 Business Excellence Awards (BEAs). The 2023 BEAs recognize outstanding local businesses and nonprofits who work to benefit both our local economy and the wellbeing of our community. Community members are encouraged to submit their nominations to recognize and celebrate local hardworking organizations before April 20th. BEA winners will be determined by judges from outside the area based on how the nominee exemplifies the award criteria.

Award nominees live and breathe their corporate values, have survived the challenges of

the past few years, and are making our community better by being part of it. Nominations are open to DBOT members and non-member businesses located in Dufferin County. Nominees are eligible for nomination in as many categories as applicable.

2023 Award Categories include:

- Business of the Year
- Businessperson of the Year
- Inclusivity Champion Award
- Responsible Business Award
- Innovation Award
- Community Builder Award
- Chairman's Award

Nominate a local business or nonprofit today at dufferinbot.ca/bea-2. After nominations close, nominees are asked a few questions through an online survey to help tell their stories. Their responses are sent to judges from outside our area for non-biased judging. Nominees' logos and stories are also added to our website and social media to further promote these outstanding local businesses and showcase Business Excellence in Dufferin. Nominees will be presented with a certificate of their nomination from their municipal council &/or DBOT staff and volunteers, with the Award winners announced at a Gala evening in May 18th at Monora Park. Sponsorship opportunities are available.

Nominations close April 26th, 2023. Submit your nomination at dufferinbot.ca/bea-2

Cocktail Reception and AGM 5:30-6:30
Awards Gala and Gourmet Dinner starting at 6:30
Monora Park, Mono

Gala tickets \$140 each. Sponsorship Opportunities available (see details below)

AGM Only tickets are complimentary for one representative from each DBOT member to attend the AGM from 5:30-6:30

[**Register**](#)

Hope you'll join us!

Diana Morris, Executive Director
diana@dufferinbot.ca
Dufferin Board of Trade

[2023 Business Excellence Awards & AGM](#) | [Add to Calendar](#) | [Decline Invite](#) | [Register](#)

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Any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the Dufferin Board of Trade.

EAST GARAFRAXA

APR 20 2023

RECEIVED

EAST GARAFRAXA

APR 20 2023

RECEIVED

THE CORPORATION OF THE COUNTY OF WELLINGTON

File No: OP-2022-02
Municipality: County of Wellington
Subject Lands: Entire County of Wellington

Date of Adoption: March 30, 2023
Date of Notice: April 6, 2023
Last Date of Appeal: April 26, 2023

NOTICE OF ADOPTION

**With Respect to an Official Plan Amendment
to the County of Wellington Official Plan
Section 17(23) of the Planning Act
(Re: OPA 121 - County of Wellington)**

Take Notice that on March 30, 2023 the Corporation of the County of Wellington passed By-law No. 5812-23 to adopt Official Plan Amendment No. 121 to the County of Wellington Official Plan.

Purpose and Effect of the Official Plan Amendment

The purpose of the amendment is to update existing Official Plan policies and add new Official Plan policies in response to recent legislative changes made to the Planning Act intended to expedite the development approval process in Ontario. The amendment also seeks to activate some existing optional provisions in the Planning Act regarding Community Planning Permits Systems and Alternative Consultation Measures related to Minor Zoning By-law amendments.

Public Input

None of the commenting agencies that provided written submissions had any concerns. There were oral submissions from the public made at the Public Meeting regarding minor zoning by-law amendments and how a minor amendment is to be determined. Revisions were made to the amendment to clarify that municipal councils would be required to determine what type of minor applications could proceed under this delegated authority.

Exempt from Provincial Approval

The proposed Official Plan Amendment is exempt from approval by the Ministry of Municipal Affairs and Housing and the decision of County Council is final if a notice of appeal is not received before or on the last day of filing a notice of appeal as noted above.

When and How to file An Appeal

Any appeal to the Ontario Land Tribunal must be filed with the Corporation of the County of Wellington no later than 20 days from the date of this notice, as shown above as the last date of appeal. The notice of appeal must be sent to the attention of the Clerk for the County of Wellington at the address shown below and it must:

- (1) set out the specific part of the proposed official plan amendment to which the appeal applies,
- (2) set out the reasons for the request for appeal, and
- (3) be accompanied by the fee prescribed under the Ontario Land Tribunal Act in the amount of \$1,100.00 payable by certified cheque to the Minister of Finance, Province of Ontario.

Who Can File An Appeal

Only individuals, corporations or public bodies may appeal the decision of the Corporation of the County of Wellington to the Ontario Land Tribunal. A notice of appeal may not be made by an unincorporated association or group. However, a notice of appeal may be made in the name of an individual who is a member of the association or the group on its behalf.

Getting Additional Information:

Additional information about the application is available for public inspection during regular office hours at the Corporation of the County of Wellington at the address noted below.

Mailing Address for Filing a Notice of Appeal:

Clerk, County of Wellington
Administration Centre
74 Woolwich Street, Guelph ON, N1H 3T9
tel: (519) 837-2600 fax: (519) 837-1901

AMENDMENT NUMBER 121
TO THE
COUNTY OF WELLINGTON OFFICIAL PLAN

March 30, 2023

PART A - THE PREAMBLE

PURPOSE

The purpose of the amendment is to update existing Official Plan policies and add new Official Plan policies in response to recent legislative changes made to the Planning Act intended to expedite the development approval process in Ontario. The amendment also seeks to activate some existing optional provision in the Planning Act regarding Community Planning Permits Systems and Alternative Consultation Measures related to Minor Zoning By-law amendments.

LOCATION

The amendment applies to the entire County of Wellington.

BACKGROUND

The *Planning Act* was recently amended through Bill 13 – Supporting People and Businesses Act, 2021, Bill 109 - More Homes for Everyone Act, 2022 and Bill 23 – More Homes Built Faster Act, 2022.

Bill 13 - added a new section to the *Planning Act*, which provides Council with the option to delegate the authority to pass by-laws under section 34 that are of a **minor nature** to a committee of council or an individual who is an officer, employee or agent of the municipality.

Bill 109 – made several changes to the Planning Act including new complete application requirements for site plan control applications, changes to review windows for site plan control applications and new requirements for municipalities to refund application fees for combined Official Plan Amendments and Zoning By-law Amendments, Zoning By-law Amendments and/or Site Plan approvals if prescribed timeframes are exceeded.

Bill 23 – Made several changes to the Planning Act related to the Site Plan Control. These changes include limiting a municipalities authority to regulate the exterior design of a building as well as restricting residential developments up to 10 residential units from site plan control.

Beyond recent changes noted above, the Planning Act, already contained optional provisions which could be utilized by municipalities to further streamline development approval process. These optional provisions include section 70.2 Community Planning Permit Systems and section 34(14.3) Alternative Measures for public consultation related to zoning by-law amendments.

BASIS

The basis for this amendment is rooted in recent legislative changes to policy direction in the Planning Act, as a result of Bill 13 – Supporting People and Businesses Act, 2021, Bill 109 - More Homes for Everyone Act, 2022 and Bill 23 - More Homes Built Faster Act, 2022. Further, the amendment will seek to activate existing optional provisions contained in the Planning Act.

PART B - THE AMENDMENT

All of this part of the document entitled **Part B - The Amendment**, consisting of the following text constitutes Amendment No.121 to the County of Wellington Official Plan.

DETAILS OF THE AMENDMENT

The Official Plan of the County of Wellington is hereby amended as follows:

1. THAT section **2.7 Local Planning** is amended by:
 - a) Adding the phrase "or a Community Planning Permit System" in the third paragraph following the word "agreements"; and
 - b) Adding the phrase "or a Community Planning Permit System" in the fourth paragraph following the word "by-laws".
2. THAT section **4.4.6.2 Additional Residential Units Within an Ancillary Building or Structure** is amended by:
 - a) Deleting the last sentence in this section which says:

"Local Municipalities may apply site plan control to Additional Residential Units in ancillary buildings."
3. THAT section **13.9 SITE PLAN CONTROL** is amended by:
 - a) Deleting the second paragraph in this section and replacing it with the following:

"A local council may, by by-law, designate the whole or any part of its municipality as a site plan control area and set out matters to be addressed through site plan control. Decisions on site plan control applications will be delegated to an officer, employee or agent of the municipality."
 - b) Deleting the word "walkways", that immediately follows the words "off-street parking and loading" in the third paragraph.
 - c) Deleting the first bullet in the third paragraph which says:

"- matters relating to exterior design, including without limitation the character, scale, appearance and design features of buildings, and their sustainable design."
 - d) Adding the following new bullets to the start of the list of bullets in the third paragraph as follows:

- d) Adding the following new studies to item 5) in their respective alphabetical order within the existing list:

- Elevation Plan
- Farm Data Sheets (Minimum Distance Separation)
- Farm Viability/Agrologist Study
- Farm Information Form
- Geotechnical Assessment
- Grading and Drainage Plan
- Landscape Plan
- Lighting Plan
- Shadow Analysis"

- e) Adding the following new bullet after item 6) in this section:

"7) Until such time the County and/or local municipality has received, to its satisfaction, all the information it considers necessary for the appropriate review of an application, it may deem the application incomplete and may refuse to accept or further consider the application until suitable information is provided."

5. THAT section **13 Implementation** is amended by:

- a) Adding the following new sub-section and re-numbering the following sub-sections accordingly:

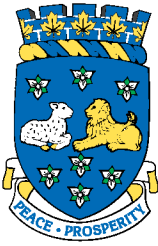
"13.9 DELEGATED AUTHORITY FOR MINOR ZONING BY-LAW AMENDMENTS

As provided for under section 39.2 of the Planning Act, a local Council may, by by-law, delegate the authority to pass by-laws under section 34 of the Planning Act, that are minor in nature, to a Committee of Council or an officer, employee or agent of the municipality.

Matters considered "minor" for purposes of this section may include:

- The passing of a temporary use by-law subject to Section 13.4 of this Plan;
- The removal of a holding "H" symbol subject to Section 13.5 of this Plan;
- The passing of a zoning by-law amendment that prohibits the development of a dwelling on an agricultural parcel as a result of a residence surplus to a farming operation consent in accordance with policy 10.3.4 of this Plan;
- The passing of a zoning by-law amendment that recognizes reduced lot areas and frontages as part of a residence surplus to a farming operation consent in accordance with policy 10.3.4 of this Plan; and

6. THAT the **TABLE OF CONTENTS** is amended by:
- a) Adding new section 13.9 titled "Delegated Authority for Minor Zoning By-law Amendments" and re-numbering the following sub-sections accordingly; and
 - b) Adding new section 13.11 titled "Community Planning Permit System" and re-numbering the following sub-sections accordingly.



April 24, 2023

Area Members of Provincial Parliament
Sent via email

Dear Area Members of Provincial Parliament:

Re: Councillor J. Erb Notice of Motion

Please be advised that the Council of the Regional Municipality of Waterloo at their regular meeting held on April 19, 2023, approved the following motion:

WHEREAS the Municipal Elections Act requires all individuals wishing to be a candidate in a municipal or school board election to file Nomination Paper - Form 1 with the municipal clerk;

AND WHEREAS the Municipal Elections Act requires all candidates who sought election to a municipal council or school board to file Financial Statement – Auditor’s Report Candidate – Form 4 with the municipal clerk;

AND WHEREAS Form 1 requires candidates to provide their qualifying address;

AND WHEREAS Form 4 requires candidates to list the name and home address of any donor contributing over \$100.00

AND WHEREAS the Municipal Elections Act specifies that these documents are not protected by the Municipal Freedom of Information and Protection of Privacy Act, and requires the municipal clerk to make Form 4 available on a website;

AND WHEREAS there has been concern expressed about those who hold public office and those who support them that they have been the subject of unnecessary attention and excessive scrutiny;

AND WHEREAS the requirement to publish the personal home address of donors to specific candidates may discourage individuals from

engaging in the democratic process to elect municipal and school board politicians.

THEREFORE, BE RESOVLED THAT the Regional Municipality of Waterloo calls on the Minister of Municipal Affairs and Housing for the Province of Ontario to protect the privacy of candidates and donors by removing the requirement for their street name, number and postal code to be listed on publicly available forms.

AND FURTHER THAT for verification purposes, the addresses of all candidates and all donors over \$100 be submitted to the municipal clerk on separate forms that are protected by the Municipal Freedom of Information and Protection of Privacy Act and will not be published.

AND FINALLY, that this resolution be forwarded to the Area Members of Provincial Parliament, the Association of Municipalities of Ontario, the Association of Municipal Clerks and Treasurers of Ontario, the Ontario Public School Boards' Association, the Ontario Catholic School Trustees' Association, and all Ontario municipalities.

Please accept this letter for information purposes only. If you have any questions or require additional information, please contact Rebekah Harris, Research/Administrative Assistant to Council, at RHarris@regionofwaterloo.ca or 519-575-4581.

Regards,



William Short

Regional Clerk/Director, Council and Administrative Services

WS/hk

cc: Association of Municipalities of Ontario
Association of Municipal Clerks and Treasurers of Ontario
Ontario Public School Boards' Association
Ontario Catholic School Trustees' Association
Ontario municipalities



April 25, 2023

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
Via email: minister.mah@ontario.ca

Dear Minister Clark:

**RE: Endorsement of Resolution Adopted by the Township of Ashfield-Colborne-Wawanosh and the Town of Petrolia
Future Accuracy of the Permanent Register of Electors**

This is to advise that the Council of the Corporation of the Township of Alnwick/Haldimand at their Regular Council Meeting on April 4th, 2023, passed the following resolution supporting the Township of Ashfield-Colborne-Wawanosh and the Town of Petrolia's adoption of resolutions to request the Province of Ontario to use any resources available to produce the highest quality Permanent Register of Electors:

Moved by Deputy Mayor Stover, seconded by Councillor Mary Catherine O'Neill;

"Be it resolved that the Council of the Township of Alnwick/Haldimand receive the correspondence from the Town of Petrolia dated March 14, 2023, regarding their support of the Township of Ashfield-Colborne-Wawanosh resolution regarding future accuracy of the Permanent Register of Electors and their adoption of a resolution requesting that the Province of Ontario, through Elections Ontario and the Chief Electoral Officer, utilize any resources available to produce the highest quality Permanent Register of Electors; and

Further that the Council of the Township of Alnwick/Haldimand supports and endorses this resolution as passed by the Town of Petrolia at their Regular Council Meeting on February 27, 2023; and

Further that a copy of this motion be sent to the Minister of Municipal Affairs and Housing; the Township of Ashfield-Colborne-Wawanosh; the Town of Petrolia; Elections Ontario; MPP David Piccini and the municipalities of Ontario."

CARRIED

A copy of the above noted resolution from the Town of Petrolia is attached for your reference.

It is extremely frustrating for electors and Returning Officers to work with List of Electors that are not accurate. Electors have complained that they have updated their information yet the list doesn't get updated.

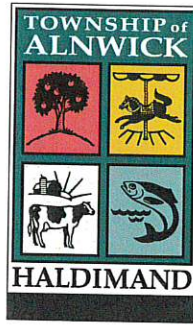
Yours truly,

A handwritten signature in black ink, appearing to read 'Yolanda Melburn', with a long horizontal flourish extending to the right.

Yolanda Melburn, Deputy Clerk
Township of Alnwick/Haldimand
905-349-2822 ext. 32
ymelburn@ahtwp.ca

Encl.

Cc: Township of Ashfield-Colborne-Wawanosh (clerk@acwtownship.ca)
Town of Petrolia (mpearson@petrolia.ca)
Elections Ontario (info@elections.on.ca)
MPP David Piccini (david.piccini@pc.ola.org)
Municipalities of Ontario



April 25, 2023

The Honourable Doug Ford
Premier of Ontario
Via email: premier@ontario.ca

Dear Premier Ford:

**RE: Endorsement of Resolution Adopted by the Town of Petrolia
A Call to the Provincial Government to End Homelessness in Ontario**

This is to advise that the Council of the Corporation of the Township of Alnwick/Haldimand at their Regular Council Meeting on April 4th, 2023, passed the following resolution supporting the Town of Petrolia's adoption of a resolution to request calling on the province to end homelessness:

Moved by Councillor Mary Catherine O'Neill, seconded by Deputy Mayor Joan Stover;

"Be it resolved that the Council of the Township of Alnwick/Haldimand receive the correspondence from the Town of Petrolia dated March 14, 2023, regarding calling on the province to end homelessness in Ontario; and

Further that the Council of the Township of Alnwick/Haldimand supports and endorses this resolution as passed by the Town of Petrolia at their Regular Council Meeting on February 27, 2023; and

Further that a copy of this motion be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; the Association of Municipalities of Ontario and to MPP David Piccini."

CARRIED

A copy of the above noted resolution from the Town of Petrolia is attached for your reference.

Yours truly,

A handwritten signature in black ink, appearing to read 'Yolanda Melburn', with a long horizontal flourish extending to the right.

Yolanda Melburn, Deputy Clerk
Township of Alnwick/Haldimand
905-349-2822 ext. 32
ymelburn@ahwp.ca

Encl.

Cc: Town of Petrolia (mpearson@petrolia.ca)
Minister of Municipal Affairs and Housing (minister.mah@ontario.ca)
Minister of Children, Community and Social Services (MinisterMCCSS@ontario.ca)
Minister of Health (sylvia.jones@ontario.ca)
Association of Municipalities of Ontario (resolutions@amo.on.ca)
MPP David Piccini (david.piccini@pc.ola.org)
Municipalities of Ontario

Shannon Peart

From: Clerks
Subject: FW: Support Resolution for Town of Essex re Retaining Surplus Proceeds from Tax Sales

From: Katy Macpherson
Sent: Thursday, April 13, 2023 2:58 PM
Subject: Support Resolution for Town of Essex re Retaining Surplus Proceeds from Tax Sales

Good afternoon,

At the regular meeting of the Town of Greater Napanee held on April 11, 2023, the following resolution was passed:

Moved by Councillor Pinnell Jr., seconded by Councillor Hicks

That Council support the motion from the Town of Essex and direct Administration to send a letter to all relevant taxation bodies, including the Ministry of Municipal Affairs, the Ministry of Finance, Lennox and Addington Council, MPP Rick Bresee, Association of the Municipalities of Ontario and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction. CARRIED.



Katy Macpherson
Deputy Clerk
99A Advance Ave K7R 3Y6
T: 613-776-1159
www.greaternapanee.com

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THE CORPORATION OF THE TOWN OF COBOURG

The Corporation of the Town of Cobourg
Legislative Services Department
Victoria Hall
55 King Street West
Cobourg, ON K9A 2M2

Brent Larmer
Municipal Clerk/
Director of Legislative Services
Telephone: (905) 372-4301 Ext. 4401
Email: blarmer@cobourg.ca
Fax: (905) 372-7558

SENT VIA EMAIL

April 17, 2023

Honorable Steve Clark
Ministry of Municipal Affairs and Housing
Minister.mah@ontario.ca

The Honourable Peter Bethlenfalvy
Minister of Finance
Minister.fin@ontario.ca

Re: The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales

At a meeting held on April 11, 2023, the Municipal Council of the Town of Cobourg approved the following Resolution #114-23:

Retaining the Surplus Proceeds from Tax Sales

Moved by Councillor Miriam Mutton

Seconded by Councillor Randy Barber

WHEREAS at the Regular Council meeting on April 11, 2023, Council considered correspondence from the Town of Essex and the Town of Plympton-Wyoming regarding Municipalities Retaining Surplus Proceeds from Tax Sales;

NOW THEREFORE BE IT RESOLVED THAT Council direct Staff to send a letter to all relevant taxation bodies, including the Ministry of Municipal Affairs, and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction

084-23

Carried

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at blarmer@cobourg.ca or by telephone at (905)-372-4301 Ext. 4401.

Sincerely,

Brent Larmer
Municipal Clerk/Director of Legislative Services
Returning Officer
Legislative Services Department



The Corporation of the Town of Cobourg

Resolution

Moved By

Councillor Miriam Mutton

Resolution No.:

Last Name Printed

MUTTON

114-23

Seconded By

Councillor Randy Barber

Council Date:

Last Name Printed

BARBER

April, 2023

WHEREAS at the Regular Council meeting on April 11, 2023, Council considered correspondence from the Town of Essex and the Town of Plympton-Wyoming regarding Municipalities Retaining Surplus Proceeds from Tax Sales;

NOW THEREFORE BE IT RESOLVED THAT Council direct Staff to send a letter to all relevant taxation bodies, including the Ministry of Municipal Affairs, and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction.



The Honourable Steve Clark
Minister of Municipal Affairs & Housing
minister.mah@ontario.ca

The Honourable Peter Bethlenfalvy
Minister of Finance
minister.fin@ontario.ca

DELIVERED VIA EMAIL

March 31st 2023

Re: Municipalities Retaining Surplus Proceeds from Tax Sales

Dear Premier Ford,

Please be advised that at the Regular Council Meeting on March 29th 2023, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Town of Essex regarding Municipalities Retaining Surplus Proceeds from Tax Sales.

Motion 14

Moved by Councillor Mike Vasey

Seconded by Councillor Bob Woolvett

That Council support item 'N' of correspondence from the Town of Essex regarding Municipalities Retaining Surplus Proceeds from Tax Sales.

Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at dgiles@plympton-wyoming.ca.

Sincerely,

Denny Giles
Deputy Clerk
Town of Plympton-Wyoming

cc: Bob Bailey – MPP, Sarnia-Lambton
Association of Municipalities of Ontario
All Ontario Municipalities



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

Honourable Steve Clark

Ministry of Municipal Affairs and Housing
College Park 17th Floor, 777 Bay Street
Toronto, ON M7A 2J3

March 22, 2023

RE: The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales

Dear Honourable Steve Clark,

At its Regular Council Meeting held on March 6, 2023, Mayor Bondy brought forward a Notice of Motion for Council's consideration regarding the reinstatement of previous legislation permitting a municipality to retain surplus proceeds from tax sales. It was discussed that, prior to being repealed by the Modernizing Ontario's Municipal Legislation Act, 2017, Section 380(6) of the Municipal Act, 2001 allowed for a municipality to retain surplus proceeds from tax sales within their jurisdiction. It was further noted that the Public Tax Sale process is burdensome to a municipality who invest a considerable amount of time and money recovering these proceeds for the potential sole benefit of the Crown in Right of Ontario.

As a result of this discussion, Council passed the following resolution:

R23-03-081

Moved by: Mayor Bondy

Seconded by: Councillor Allard

That Council direct Administration to send a letter to all relevant taxation bodies, including the Ministry of Municipal Affairs, the Ministry of Finance, Essex County Council, MPP Anthony Leardi, Association of the Municipalities of Ontario and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction.

Carried

I trust you will find this satisfactory. If you have any questions or comments, please feel free to contact the undersigned.

Yours truly,

A handwritten signature in blue ink, appearing to read "Shelley Brown".

Shelley Brown

Acting Clerk
sbrown@essex.ca

Where you belong



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

c.c. Honourable Peter Bethlenfalvy, Minister of Finance
minister.fin@ontario.ca

Mary Birch, Interim Chief Administrative Officer
mbirch@countyofessex.ca

Anthony Leardi, MPP
anthony.leardi@pc.ola.org

Association of Municipalities of Ontario ("AMO")
resolutions@amo.on.ca

All other municipalities in Ontario



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8
p: 519.776.7336 f: 519.776.8811 | essex.ca

Honourable Steve Clark

Ministry of Municipal Affairs and Housing
College Park 17th Floor, 777 Bay Street
Toronto, ON M7A 2J3

March 22, 2023

RE: The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales

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As a result of this discussion, Council passed the following resolution:

R23-03-081

Moved by: Mayor Bondy

Seconded by: Councillor Allard

That Council direct Administration to send a letter to all relevant taxation bodies, including the Ministry of Municipal Affairs, the Ministry of Finance, Essex County Council, MPP Anthony Leardi, Association of the Municipalities of Ontario and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction.

Carried

I trust you will find this satisfactory. If you have any questions or comments, please feel free to contact the undersigned.

Yours truly,

A handwritten signature in blue ink, appearing to read "Shelley Brown".

Shelley Brown

Acting Clerk
sbrown@essex.ca



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

c.c. Honourable Peter Bethlenfalvy, Minister of Finance

minister.fin@ontario.ca

Mary Birch, Interim Chief Administrative Officer

mbirch@countyofessex.ca

Anthony Leardi, MPP

anthony.leardi@pc.ola.org

Association of Municipalities of Ontario ("AMO")

resolutions@amo.on.ca

All other municipalities in Ontario

9d)



The Municipality of Dysart et al

Regular Council Resolution

Tuesday, April 25, 2023

Motion #23-195

Moved by:

Barry Boice

Seconded by:

Nancy Wood Roberts

Be it resolved that Dysart et al Council supports the resolution from the Town of Essex urging the reinstatement of previous legislation that permitted municipalities to apply for and retain surplus proceeds from tax sales in their jurisdictions; and

Further directs that this resolution be circulated to the Ministry of Municipal Affairs, the Ministry of Finance, MPP Laurie Scott, the Association of Municipalities of Ontario and all Ontario Municipalities.

Carried ☒

Defeated ☐

Deferred ☐

Murray Fearrey
Murray Fearrey, Mayor

Tamara Wilbee
Tamara Wilbee, CAO/Deputy Clerk



PORT COLBORNE

Development and Legislative Services

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

"

T 905.835.2900 ext 106 F 905.834.5746

E charlotte.madden@portcolborne.ca

April 11, 2023

Minister of Tourism, Culture and Sport
438 University Avenue, 6th Floor
Toronto, ON
M7A 1N3

Attention: The Honourable Neil Lumsden;

Re: Town of Grimsby – Changes to the Municipal Heritage Register

Please be advised that, at its meeting of March 14, 2023 the Council of The Corporation of the City of Port Colborne resolved as follows:

That correspondence received from the Town of Grimsby regarding Changes to the Municipal Heritage Register, be supported.

A copy of the above noted resolution is enclosed for your reference.

Sincerely,

Charlotte Madden
Acting City Clerk

Cc: All Ontario Municipalities





**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk

160 Livingston Avenue, Grimsby, ON L3M 0J5

Phone: 905-945-9634 Ext. 2171 | **Fax:** 905-945-5010

Email: bdunk@grimsby.ca

February 27, 2023

438 University Ave
6th Floor
Toronto, ON
M7A 1N3

SENT VIA E-MAIL

Attention: Hon. Neil Lumsden, Minister of Tourism, Culture and Sport

RE: Changes to the Municipal Heritage Register

Please be advised that the Council of the Corporation of the Town of Grimsby at its meeting held on February 6, 2023 passed the following resolution:

WHEREAS the Municipal Heritage Register is an important tool for the preservation and protection of cultural heritage properties within the Town of Grimsby and throughout the province of Ontario;

WHEREAS cultural heritage properties are those which have potential cultural heritage value or interest but have yet to been formally evaluated as per the process prescribed in the Ontario Heritage Act;

WHEREAS listed properties are labelled as such as they are 'listed' in the Town of Grimsby's Municipal Heritage Register, which identifies all municipally-recognized cultural heritage resources;

WHEREAS the Municipal Heritage Register allows municipalities to regulate demolition on properties protected under section 27 of the Ontario Heritage Act, ensuring that their cultural heritage value is preserved for future generations;

WHEREAS "listing" a property on the municipal heritage register recognizes a property's cultural heritage value, and is generally less complex, time-consuming, and

economically burdensome to local municipalities than pursuing the designation of a property as outlined within the existing process, which requires extensive research and documentation;

WHEREAS the “listing” of properties on the Municipal Heritage Register provides a measure of protection, ensuring that these properties cannot be demolished without the approval of the municipality;

WHEREAS it is important to list properties of cultural heritage value or interest, including those that are not currently designated, in order to ensure their preservation for future generations;

WHEREAS the 60-day demolition provision in the Ontario Heritage Act provides a short time frame for the municipality to consider the heritage value of a property before it may be demolished;

WHEREAS the new requirements of the Ontario Heritage Act mandate the assessment of an unreasonable amount of resources for a local municipality within a 2-year timeline;

WHEREAS the new requirement of removal after the 2-year anniversary leaves resources exposed, and unprotected for up to 5 years;

WHEREAS the new requirements do not allow the municipality to further assess our nationally significant resources, more specifically resources connected to the War of 1812, our indigenous communities and culture, people of colour, LGBTQ+, and impacts our community’s commitment to ensure preservation of our inclusive history.

THEREFORE, BE IT RESOLVED that the Council of the Town of Grimsby addresses this resolution to the government of the Province of Ontario, affirming the importance of the Municipal Heritage Register and its role in preserving the cultural heritage of municipalities throughout the province;

BE IT FURTHER RESOLVED that this Council of the Town of Grimsby encourages the government of the Province of Ontario to make changes to the Ontario Heritage Act which promote the retention and expansion of the Municipal Heritage Register, including

the listing of properties of cultural heritage value or interest that are not currently designated;

BE IT FURTHER RESOLVED that this Council of the Town of Grimsby encourages the government of the Province of Ontario to change the Ontario Heritage Act to protect the 60-day demolition provision indefinitely, rather than for a maximum of 2 years in order to provide adequate time for the municipality to consider the heritage value of properties before they may be demolished;

BE IT FURTHER RESOLVED that this Council of the Town of Grimsby circulate this notice of motion to the municipalities of Ontario for endorsement and circulation to the Province.

If you require any additional information, please let me know.

Regards,

A handwritten signature in cursive script, appearing to read "Bonnie Nistico-Dunk".

Bonnie Nistico-Dunk
Town Clerk

cc. All Ontario Municipalities



THE CORPORATION OF THE TOWN OF COBOURG

The Corporation of the Town of Cobourg
Legislative Services Department
Victoria Hall
55 King Street West
Cobourg, ON K9A 2M2

Brent Larmer
Municipal Clerk/
Director of Legislative Services
Telephone: (905) 372-4301 Ext. 4401
Email: blarmer@cobourg.ca
Fax: (905) 372-7558

SENT VIA EMAIL

April 17, 2023

To all Ontario Municipalities

Re: Reducing Municipal Insurance Costs

At a meeting held on April 11, 2023, the Municipal Council of the Town of Cobourg approved the following Resolution #116-23:

Reducing Municipal Insurance Costs

Moved by Councillor Miriam Mutton

Seconded by Councillor Randy Barber

WHEREAS at the Regular Council meeting on April 11, 2023, Council considered correspondence from the Town of Plympton-Wyoming regarding the reduction of Municipal Insurance Costs;

NOW THEREFORE BE IT RESOLVED THAT Council direct staff to send a letter of support regarding the reduction of Municipal Insurance Costs to all municipalities in Ontario.

084-23

Carried

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at blarmer@cobourg.ca or by telephone at (905)-372-4301 Ext. 4401.

Sincerely,

Brent Larmer
Municipal Clerk/Director of Legislative Services
Returning Officer
Legislative Services Department





The Corporation of the Town of Cobourg

Resolution

Moved By

Councillor Miriam Mutton

Last Name Printed

MUTTON

Resolution No.:

116-23

Seconded By

Councillor Randy Barber

Last Name Printed

BARBER

Council Date:

April 11, 2023

WHEREAS at the Regular Council meeting on April 11, 2023, Council considered correspondence from the Town of Plympton-Wyoming regarding the reduction of Municipal Insurance Costs;

NOW THEREFORE BE IT RESOLVED THAT Council direct staff to send a letter of support regarding the reduction of Municipal Insurance Costs to all municipalities in Ontario.



Judy Smith
Director Municipal Governance/Clerk
Municipality of Chatham-Kent
ckclerk@chatham-kent.ca

DELIVERED VIA EMAIL

March 31st 2023

Re: Reducing Municipal Insurance Costs

Dear Ms. Smith,

Please be advised that at the Regular Council Meeting on March 29th 2023, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Municipality of Chatham-Kent regarding Reducing Municipal Insurance Costs.

Motion 12

Moved by Councillor Mike Vasey

Seconded by Deputy Mayor Netty McEwen

That Council support item 'L' of correspondence from the Municipality of Chatham-Kent regarding Reducing Municipal Insurance Costs.

Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at dgiles@plympton-wyoming.ca.

Sincerely,

Denny Giles
Deputy Clerk
Town of Plympton-Wyoming

cc: Association of Municipalities of Ontario
All Ontario Municipalities

March 6, 2023

To All Ontario Municipalities

Resolution re Reducing Municipal Insurance Costs

Please be advised the Council of the Municipality of Chatham-Kent, at its regular meeting held on March 6, 2023 passed the following resolution:

"Whereas Chatham-Kent has faced multiple double digit increases to insurance premiums over the past years;

And Whereas the costs on insurance are having a significant impact on municipal budgets in Chatham-Kent and around the Province;

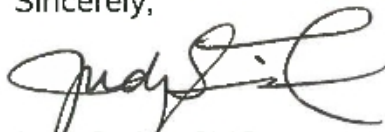
Now Therefore, Council direct administration to engage with other municipalities, the Association of Municipalities of Ontario, and any other relevant municipal associations, to determine what tools may be available to reduce insurance costs, including cooperative purchasing of insurance, creation of a municipal reciprocal insurance provider, or legislative changes to address insurance costs to municipalities.

And administration report back to Council regarding the result of this engagement and any recommended Council resolutions to support improvements to municipal insurance in Ontario.

Further that administration be directed to forward this motion to all other municipalities in Ontario seeking support and collaboration on this issue."

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMO
Director Municipal Governance/Clerk

C AMO



PORT COLBORNE

Development and Legislative Services

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

"

T 905.835.2900 ext 106 F 905.834.5746

E charlotte.madden@portcolborne.ca

April 17, 2023

Via Email: premier@ontario.ca

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

Dear Premier Ford:

Re: Municipality of North Perth – School Bus Stop Arm Cameras

Please be advised that, at its meeting of March 28, 2023 the Council of The Corporation of the City of Port Colborne resolved as follows:

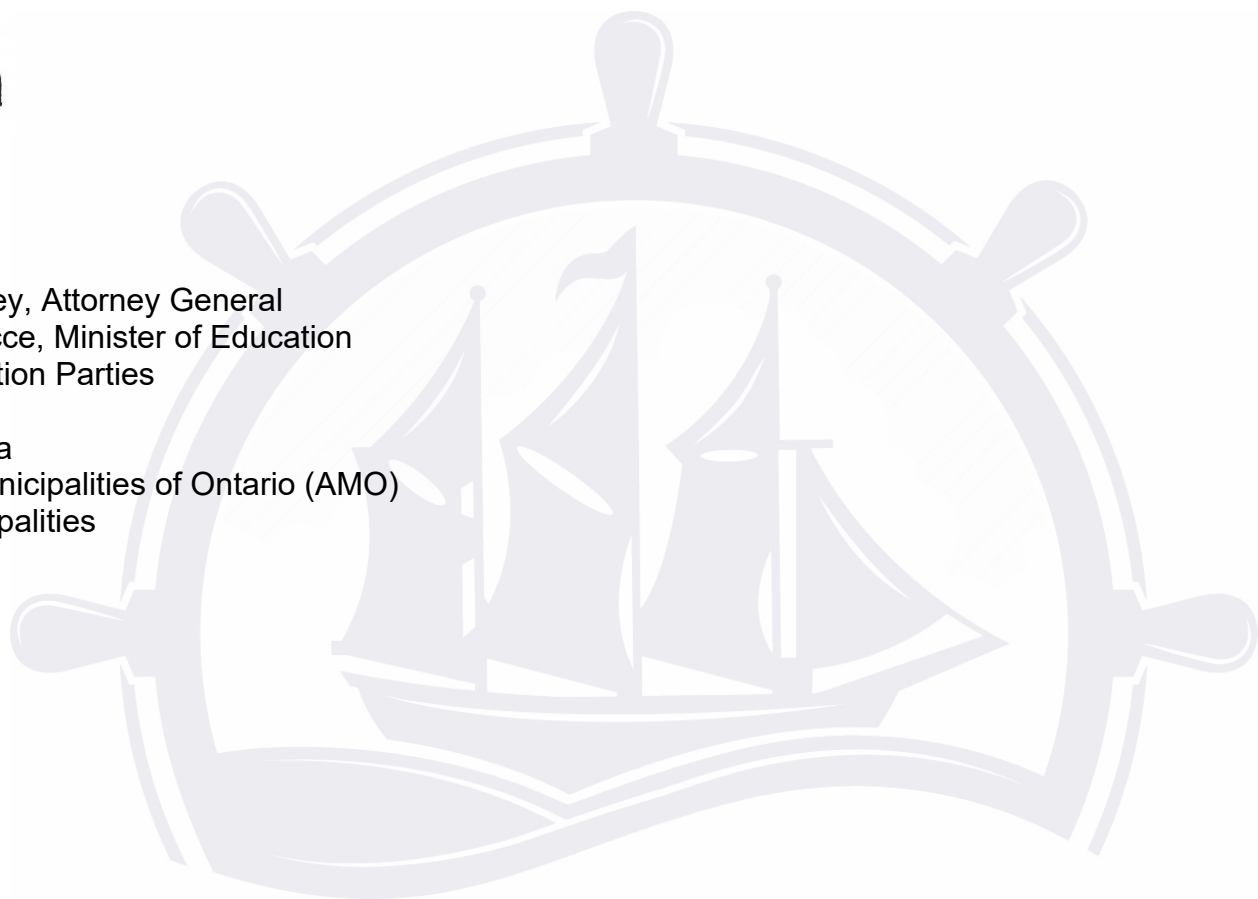
That correspondence received from the Municipality of North Perth regarding School Bus Stop Arm Cameras, be supported.

A copy of the above noted resolution is enclosed for your reference.

Sincerely,

Charlotte Madden
Acting City Clerk

cc.
Hon. Doug Downey, Attorney General
Hon. Stephen Lecce, Minister of Education
Provincial Opposition Parties
MPP Jeff Burch
MPP Matthew Rea
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities





MUNICIPALITY OF

North Perth

www.northperth.ca

A Community of Character

330 Wallace Ave. N., Listowel, ON N4W 1L3

Phone: 519-291-2950

Toll Free: 888-714-1993

March 14, 2023

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
Via Email: premier@ontario.ca

Dear Premier Ford:

RE: School Bus Stop Arm Cameras

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held March 6, 2023:

Moved by Councillor Rothwell **Seconded by** Councillor Blazek

WHEREAS almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation's statistics the rate of vehicles blowing by stopped school buses is over 30,000 times every day;

AND WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus was stopped and the stop-arm extended (O. Reg. 424/20);

AND WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones;

AND WHEREAS police resources can not be spread any thinner to enforce Highway Traffic Act offences throughout municipalities;

AND WHEREAS the administrative and financial costs to establish the required municipal Administrative Penalty program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal Administrative Penalty program;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of North Perth urges the Provincial Government to:

- a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
- b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae MPP, AMO and all municipalities in Ontario.

CARRIED

If you have any questions regarding the above resolution, please do not hesitate to contact me at lcline@northperth.ca.

Sincerely,



Lindsay Cline,
Clerk/Legislative Services Supervisor
Municipality of North Perth

cc.
Hon. Doug Downey, Attorney General
Hon. Stephen Lecce, Minister of Education
Provincial Opposition Parties
MPP Matthew Rea
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

April 26, 2023

Re: Item for Discussion - School Bus Stop Arm Camera

At its meeting of April 19, 2023, the Council of the Corporation of the Town of Bracebridge ratified motion 23-GC-079, regarding the Item for Discussion - School Bus Stop Arm Camera, as follows:

“WHEREAS almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation’s statistics the rate of vehicles failing to stop for a stopped school buses is over 30,000 times every day;

AND WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus has the stop-arm extended (O. Reg. 424/20);

AND WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones;

AND WHEREAS police resources cannot be spread any thinner to enforce additional Highway Traffic Act offences throughout municipalities;

AND WHEREAS the administrative and financial costs to establish the required municipal AMPs program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal AMPs program;

NOW THEREFORE BE IT RESOLVED THAT the Council of The Corporation of the Town of Bracebridge urges the Provincial Government to:

1. Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
2. Underwrite the costs for the implementation and ongoing annual costs for Administrative Monetary Penalties in small and rural municipalities;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Minister of Natural Resources and Forestry and MPP for Parry Sound-Muskoka Graydon Smith, Provincial opposition parties, AMO, and all municipalities in Ontario.”

1000 Taylor Court
Bracebridge, ON
P1L 1R6 Canada

In accordance with Council's direction, I am forwarding you a copy of the resolution for you reference.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,

A handwritten signature in black ink, appearing to read "Lori McDonald". The signature is stylized with a large, looped "L" and "M".

Lori McDonald
Director of Corporate Services/Clerk



Northumberland County Council Resolution

SENT VIA EMAIL

April 19, 2023

All Ontario Municipalities

Re: Northumberland County Resolution – Association of Municipalities of Ontario’s (AMO) Call to Action on Housing and Homelessness

At a meeting held on April 12, 2023 Northumberland County Council approved the following Council Resolution # 2023-04-12-270.

Association of Municipalities of Ontario’s (AMO) Call to Action on Housing and Homelessness

Moved by: Councillor Hankivsky

Seconded by: Councillor Logel

“**Whereas** the homeless crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario; and

Whereas homelessness requires a range of housing, social service, and health solutions from government; and

Whereas homelessness is felt most at the level of local government and the residents that they serve; and

Whereas municipalities and District Social Administration Boards are doing their part, but do not have the resources, capacity, or tools to address this complex challenge; and

Whereas leadership and urgent action is needed from the Provincial Government on an emergency basis to develop, resource, and implement a comprehensive plan to prevent, reduce and ultimately end homelessness in Ontario;

Now Therefore Be It Resolved That the Corporation of the County of Northumberland calls on the Provincial Government to urgently:

1. Acknowledge that homelessness in Ontario is a social, economic, and health crisis;
2. Commit to ending homelessness in Ontario;
3. Work with the Association of Municipalities of Ontario (AMO) and a broad range of community, health, Indigenous and economic partners to develop, resource, and implement an action plan to achieve this goal; and

Further Be It Resolved That County Council direct staff to send a copy of this resolution to the Honourable Doug Ford (Premier of Ontario), the Honourable Steve Clark (Minister of Municipal Affairs and Housing), the Honourable Michael Parsa (Minister of Children, Community and Social Services), the Honourable David Piccini (Minister of the Environment, Conservation and Parks and MPP for Northumberland-Peterborough South), the Association of Municipalities of Ontario (AMO), and to all Ontario Municipalities.”

Council Resolution # 2023-04-12-270

Carried

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at matherm@northumberland.ca or by telephone at 905-372-3329 ext. 2238.

Sincerely,



Maddison Mather
Manager of Legislative Services / Clerk
Northumberland County



Hon. David Piccini, MPP
Minister of the Environment
Conservation and Parks
Ministry of the Environment,
Conservation and Parks 5th Floor
777 Bay St.
Toronto, ON, M5B 2H7
VIA EMAIL:
david.piccini@pc.ola.org

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

April 26, 2023

RE: 11.1 Mayor's Updates - 11.1.1 Mayor Seeley gave an update on the upcoming spring clean-up day being the second weekend of May.

Please be advised that Township of Puslinch Council, at its meeting held on April 12, 2023 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2023-127:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

That Council receive the Mayors and Council member updates for information; and

That Council direct staff to send notice to the MECP requesting that the litter on the roadside of the 401 be cleaned up in accordance with the Ministry initiative "Act on Litter Ontario"; and

That this resolution be circulated to all municipalities in Ontario.

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Courtenay Hoytfox
Municipal Clerk

CC: All Ontario Municipalities

Shannon Peart

From: Clerks
Subject: RE: Ontario Launches New Interactive High-Speed Internet Map - Le gouvernement de l'Ontario lance une nouvelle carte interactive des projets d'Internet haute vitesse

From: Ontario's Broadband and Cellular Strategy (MOI) <broadband@ontario.ca>

Sent: Thursday, April 27, 2023 2:33 PM

Subject: Ontario Launches New Interactive High-Speed Internet Map - Le gouvernement de l'Ontario lance une nouvelle carte interactive des projets d'Internet haute vitesse

Good Afternoon,

The Honourable Kinga Surma, Minister of Infrastructure, has recently notified your Head of Council about recent high speed internet announcements. This relates to the launch of a new high-speed internet map which will identify location and details of provincially funded high-speed internet projects and existing high-speed internet service availability.

Today's news release ([English/French](#)) announces the [Ontario High-Speed Internet Access Map](#), which will make it easier for people to learn more about provincially funded high-speed internet projects in their communities. The map will provide users with the ability to search by address, community or municipality and view project details, including construction status, provincial and federal contribution, technology to be used, and who the internet service providers are. The map shows the location of pending projects, active projects and completed projects.

This map also shows where high-speed internet service is currently available in communities across Ontario. This includes the minimum service standard of 50 Megabits per second (Mbps) download and 10 Mbps upload speeds, or 50/10 as set by the Canadian Radio-television and Telecommunications Commission (CRTC).

I encourage you to explore the map and its functions. The data used in the map is also available for download and viewing ([English/French](#)).

The high-speed internet map will be updated by the Ministry of Infrastructure when new information becomes available, including modifying project details and adding new government funded projects. Additional provincially funded high-speed internet projects will also be added to the map as project agreements are finalized.

Ontario has made significant progress on filling service gaps using a suite of initiatives. We are looking at all options on how best to bring faster service to all communities by the end of 2025.

Please contact broadband@ontario.ca if you have any questions about the new Ontario High Speed Internet Access Map.

Sincerely,
Jill Vienneau
Assistant Deputy Minister
Broadband Strategy Division
Ministry of Infrastructure



REPORT TO COUNCIL

To: Mayor Gardhouse and Members of Council

From: Jessica Kennedy, Clerk

Date: April 25, 2023

Council Meeting Date: May 9, 2023

Subject: Procedural By-Law Review

Recommendation

Be it resolved that: Council receive the staff report dated April 25, 2023 regarding the Procedural By-Law review;

And further that Council direct staff to proceed with the Procedural By-Law review.

Purpose

The purpose of this report is to receive direction from Council regarding the Township Procedural By-Law review.

The objective of revising the Procedural By-Law is to assist Members of Council, including its Committees and Boards, in carrying out the business of Council in an efficient, consistent and effective manner.

Background

Section 238 of the *Municipal Act, 2001*, S.O. 2001, c. 25, requires that every municipality and local board shall pass a procedure By-Law for governing the calling, place, and proceedings of meetings.

The Procedural By-Law is a set structure that guides processes for Council and Committee meetings to carry out the business of the municipality. A well-constructed Procedural By-law facilitates the business of Municipal Council and its Committees and Boards. It is good practice to review the Procedural By-Law once every Council term and staff are recommending that Council undertake a review of the current consolidated By-Law. As part of this process the Clerk's Department will obtain feedback from Members of Council and other agencies.

The current Procedural By-Law, 5-2019, as amended, has had a number of amendments between 2020 and 2022 to reflect updated legislation including electronic participation during a declared emergency and outside of a declared emergency and other matters that required updating. Information below provides details on the amendments to date.

Procedural By-Law Amendments to date:

Legislation / Consideration	Date Procedural By-Law Amended	Appendix
March 19, 2020 the Province of Ontario enacted the Municipal Emergency Act, 2020 to amend the Municipal Act, 2001, to enact section 238 (3.3) and 238 (3.4) to permit meetings to be held electronically during an emergency declared pursuant to the Emergency Management and Civil Protection Act, R.S.O. 1990, Chapter E. 9.;	April 8, 2020 – Amendment to allow electronic participation at meetings during a declared emergency (COVID-19)	By-Law 11-2020
Section 238 (3.1) of the Municipal Act provides that a member of council, and/or local board and/or committee, can participate electronically in a meeting which is open to the public to the extent and in the manner set out in the municipality's procedure By-Law provided that any such member shall not be counted in determining whether or not a quorum of members is present at any point in time;	May 9, 2020 – Amendment to allow electronic participation at meetings outside of a declared emergency	By-Law 21-2020
Section 238 (3.1) and (3.3)	August 10, 2021 – Amendment to allow electronic participation to count towards quorum and other electronic participation provisions at meetings outside of a declared emergency	By-Law 49-2021
Housekeeping	April 12, 2022 – Amendment to update regular meetings schedule	By-Law 18-2022
Housekeeping	December 13, 2022 – Amendments to Special / Emergency Meetings, Order of Business and Schedule "A" Notice provisions.	By-Law 65-2022

Review

During the review of the Procedural By-Law, consideration will be given to the following:

- Maintaining good governance to stakeholders in an accountable and transparent manner and the goal of being an accountable local government;
- Increasing efficiencies and managing Municipal priorities;
- Providing Council and the public ample opportunity to review agenda material and be informed prior to meetings; and
- Implementing best practices.

Staff are requesting Council direction regarding areas of the Procedural By-Law, as amended, that Council would like reviewed. Some areas that have been identified to be reviewed include:

- Agenda Delivery – timing of distribution and posting of the agenda
- Consent Agendas - moving information items to a Consent Agenda
- Added Items – adding more detail on what can be considered as an added item

Some housekeeping matters include:

- Order of Business (headings) – adding and removing headings
- Definitions – removing definition for CAO/Clerk-Treasurer

Comments received will be considered alongside an analysis of comparator community practices and guided by the expertise of municipal staff with the goals of:

- Creating effective and efficient meetings
- Providing clarity and ease of participation for the public

Once the review is complete a draft Procedural By-Law will be presented to Council for further review.

Financial Impact

There are no financial impacts associated with this report.

Respectfully Submitted,
Jessica Kennedy, Clerk
Township of East Garafraxa

Reviewed by:
Peter Avgoustis
Chief Administrative Officer (CAO)
Township of East Garafraxa

Enclosures: Procedural By-Law 5-2019, as amended – Consolidation Appendix “A”

Office Consolidation

**Township of East Garafraxa Procedural
By-Law 5-2019, as amended
Table of Contents**

Part I – General	1
1. Rules of Procedure Adopted/Suspended	1
2. Interpretation	1
3. Definitions	2
 Part II – Duties and Conduct	 3
4. Duties of the Chair	3
5. Expulsion for Misconduct	4
6. Conduct of Members	4
7. Council/Staff Relations	4
 Part III – Meetings	 5
8. Inaugural Meeting	5
9. Open Meetings	5
10. Closed Meetings (In Camera)	5
11. Calendar of Meetings	5
12. Regular Meeting Times	5
13. Place of Meetings	6
14. Persons within Council Chambers	6
15. Recording Equipment and Electronic Devices	6
16. Public Notice of Meetings	7
17. Statutory Public Meetings	8
18. Special/Emergency Meetings	8
19. Calling a Meeting to Order	9
20. Absence of the Mayor	9
21. Arrival and Departure of Members	9
22. No Quorum	9
23. Unfinished Business – Quorum Lost	9
24. Cancellation of a Meeting	9
 Part IV – Order of Proceedings – Agendas and Minutes	 10
25. General Rules Regarding Council Agendas	10
26. Agenda Delivery	10
27. Order of Business – Council	10
28. Declaration of Pecuniary Interest	11
29. Minutes	11
30. Delegations/Presentations	11
31. Public Question Period	12
32. By-laws	12
33. Communications	12
34. Notice of Motions	13
35. Adjournment	13
 Part V – Motions and Voting	 13
36. Moved and Seconded	13
37. Address the Chair	13
38. Order of Speakers	13
39. Final Speaker	13
40. Severability of Question	14
41. Voting Procedure	14
42. Recorded Vote	14
43. Tie is Lost	14
44. Consent Motions	14
45. Secondary Motions	15
46. Order of Consideration	15
47. Motion to Amend	15
48. Rescind	15
49. The Question Be Now Put	15
50. Motion to Lay on the Table	15

51.	Motion to Postpone	16
52.	Reconsideration of a Matter.....	16
 Part VI – Rules of Debate.....		16
53.	Rules of Debate	16
54.	Points of Order or Points of Privilege	17
 Part VII – Committees, Task Forces and External Boards.....		17
55.	Internal Committees or Task Forces	17
56.	Council Representation on External Boards	17
57.	Appointments to Vacancies.....	17
 Part VIII – Other Matters		17
58.	Conflict with any Other By-law	18
59.	Short Title.....	18
60.	Repeal	18
61.	Effective Date.....	18
Schedule “A”		19
NOTICE PROVISIONS		19

Disclaimer: This is a consolidation of the Township's By-Laws governing the proceedings of Council being By-Law 5-2019 as amended by By-Law 11-2020, By-Law 21-2020, By-Law 49-2021, By-Law 18-2022, and 65-2022 which has been prepared for reference and information purposes only. The following consolidation is a reproduction made available for information only. It is not an official version of the By-Laws. Official versions of all By-Laws can be obtained by contacting the Township office. If there are any discrepancies between this consolidation and By-Laws 5-2019, 11-2020, 21-2020, 49-2021, 18-2022, and 65-2022 the By-Laws shall prevail.

The Corporation of The Township of East Garafraxa

Office Consolidation

By-law Number 5- 2019, as amended

Being a By-Law to govern the proceedings of the Council of The Corporation of The Township of East Garafraxa and to Repeal By-Law 7-2007, as amended

Whereas, section 238 of The Municipal Act, 2001, S.O. 2001, requires every municipality to adopt a procedure by-law for governing the calling, place, proceedings of meetings, and providing for public notice of meetings; and

Whereas the Council of the Corporation of the Township of East Garafraxa deems it advisable to enact a new By-law to govern the proceedings of Council, the conduct of its members and the calling of meetings and to provide for procedures and statutory requirements in accordance with the Act, and to repeal the previous By-law 7-2007, as amended;

Now Therefore the Council of The Corporation of the Township of East Garafraxa enacts as follows:

Part I – General

1. Rules of Procedure Adopted/Suspended

- 1.1. The proceedings of the Council and its committees, the conduct of the members and the calling of meetings shall be governed by the provisions of Provincial Legislation and the rules and regulations contained in this by-law.
- 1.2. Except as provided herein, the rules of parliamentary procedure as contained in Robert's Rules of Order shall be followed for governing the proceedings of Council and its committees and the conduct of its members.
- 1.3. Despite subsection 1.1, the rules and regulations contained in this by-law may be suspended by a vote of two-thirds of the members present and voting.

2. Interpretation

- 2.1. Wherever this by-law refers to a person or thing with reference to gender or the gender neutral, the intention is to read the by-law with the gender applicable to the circumstances.
- 2.2. References to items in the plural include the singular, as applicable.
- 2.3. The words "include", "including", and "includes" are not to be read as limiting the phrases or descriptions that precede or follow them.
- 2.4. Headings and the index are included for ease of reference only and are not to be used as interpretation aids.

2.5. Specific references to laws in this by-law are meant to refer to the current laws applicable within the Province of Ontario as at the time the by-law was enacted, and as they are amended from time to time. In all cases, the reference includes the statute, as amended from time to time, including successor legislation.

3. Definitions

- a) CAO/Clerk-Treasurer means the Chief Administrative Officer/Clerk-Treasurer of the Township of East Garafraxa.
- b) “Chair” means the Head of Council or Acting Head of Council or chairperson of any committee.
- c) “Clerk” means the Clerk of the Township of East Garafraxa as appointed pursuant to Section 228 of the Municipal Act, as amended, which position can be combined with other positions.
- d) “Committee” means any advisory or other committee, sub-committee or similar entity of which at least 50 per cent of the members are also members of one or more Councils or local boards.
- e) “Consent Agenda” means the portion of the Agenda that may be approved by Council without debate.
- f) “Council” means the Council of the Corporation of the Township of East Garafraxa.
- g) “Day” does not include Saturday, Sunday or a holiday.
- h) “Delegation/Presentation” means a person or group of persons who are not members of Council or staff of the Township who have requested and are permitted to address Council.
- i) “Deputy Mayor” means the Deputy Head of Council for the Township of East Garafraxa.
- j) “Holiday” means a holiday as defined by the Legislation Act, S.O. 2006, c. 21, Schedule F.
- k) “Inaugural Meeting” means the council meeting following a regular municipal election, at which declarations of office are administered.
- l) “Mayor” means the Mayor as Head of Council, or in the absence of the Mayor, the Deputy Mayor or, in the absence of both, another member of Council appointed by Council.
- m) “Municipal Act” means the Municipal Act, 2001, S.O. 2001, c.25.
- n) “Notice” means notice that includes the time and place of a meeting and, in the instance of a Special Meeting, shall include the purpose of the meeting and whether the meeting was called by the Mayor, CAO or upon request of the majority of the members of Council. The form, manner and times when notice will be provided to the public regarding specific by-laws and the holding of certain meetings will be given in accordance with the Municipal Act, 2001, Township By-laws or any other applicable legislation, pursuant to Schedule A to this By-Law.
- o) “Notice of Motion” means notice, including the name of the mover, advising Council that the motion described therein will be brought at a subsequent meeting.
- p) “Pecuniary Interest” means relating to or connected with money pursuant to relevant conflict of interest legislation.
- q) “Point of Order” means a statement made by a member of Council during a meeting thereof drawing the attention of the Chair to a breach of the Rules of Procedure.
- r) “Privilege” means the raising of a question which concerns a member of Council, or the Council collectively, when a member believes that their rights, immunities or

integrity or the rights, immunities or integrity of Council as a whole have been impugned.

- s) "Procedural Motion" means any motion concerning the manner or time of consideration of any matter before the Council as opposed to the substance thereof, and includes, without limitation, the following:
 - (i) To extend the time of the meeting;
 - (ii) To commit or refer;
 - (iii) To table;
 - (iv) To postpone to a certain day;
 - (v) To adjourn;
 - (vi) To move the question be put; or
 - (vii) To suspend the Rules of Procedure.
- t) "Quorum" means a majority of the Members of Council shall constitute a quorum. A quorum of any of the committees appointed by the council/local board shall be a majority of its members. Unless a quorum is present within one-half hour after the time appointed for the meeting of the council/local board, there shall be no meeting thereof until the next regular day of meeting, unless in the meantime, a special meeting is called. The Clerk/Secretary shall record the names of such members as are present.
- u) "Rules of Procedure" means the rules and regulations provided in this by-law.
- v) "Substantive Motion" means any motion other than a Procedural Motion.
- w) "Treasurer" means the Treasurer of the Township of East Garafraxa as appointed pursuant to Section 286(1) of the Municipal Act, as amended, which position can be combined with other positions.
- x) "Voting Period" means the time during which electors can vote in a municipal election year, including advance voting.

Part II – Duties and Conduct

4. Duties of the Chair

It shall be the duty of the chair:

- a) to open the meeting by taking the chair and calling the members to order;
- b) to announce the business before the meeting and the order in which it is to be acted upon;
- c) to receive and submit, in the proper manner, all motions presented by the members;
- d) to put to a vote all motions which are regularly moved and seconded, or necessarily arise in the course of proceedings, and to announce the result and, in so doing, to ensure that the mover and seconder are clearly identified;
- e) to decline to put to a vote motions which infringe the rules of procedure;
- f) to vote on all matters, which are moved and seconded, or necessarily arise in the course of the proceedings;
- g) to permit questions to be asked through the Chair of any officer in order to provide information to assist in any debate when the Chair deems it proper;
- h) to provide information to members on any matter touching on the business of the Township;
- i) to receive all petitions and communications and announce them at the meeting;
- j) to inform the Members of the proper procedure to be followed;
- k) to lead on all occasions with the observance of order and decorum, in a manner that is respectful to delegations, fellow members and staff;
- l) to enforce on all occasions, the observance of order and decorum among the Members;
- m) to call by name any Member persisting in a breach of the Rules of Procedure and order the member to vacate the Council Chamber;
- n) to decide all questions of order at the meeting, subject to an appeal by any Member to Council on any question of order in respect to business before the Council;

- o) to authenticate, by his/her signature when necessary, all By-laws and Resolutions;
- p) the Code of Conduct, pursuant to by-law 14-2016, as amended from time to time applies.

5. Expulsion for Misconduct

The Chair may expel or exclude from the meeting, any person, who, in the opinion of the Chair, has behaved improperly.

6. Conduct of Members

- 6.1. Any Code of Conduct or Ethics applicable to Members of Council adopted by Council shall apply during a meeting held pursuant to this by-law.
- 6.2. A Member shall have the following duties:
 - a) to deliberate on the business before it;
 - b) to vote when a motion is put to a vote;
 - c) to respect the Rules of Procedure.
- 6.3. No Member shall:
 - 6.3.1. use offensive words or unparliamentary language in or against the Council or against any member of staff or the public;
 - 6.3.2. speak on any subject other than the subject in debate;
 - 6.3.3. criticize any decision of the Council or continue to debate the matter after it has been decided, except for the purpose of moving that the question be reconsidered;
 - 6.3.4. disobey the Rules of Procedure or a decision of the Chair or of the Council on questions of order or practice or upon the interpretation of the rules of the Council;
 - 6.3.5. disclose any information that is deemed to be confidential pursuant to the Municipal Freedom of Information and Protection of Privacy Act.
 - 6.3.6. use a recording device.
- 6.4. Where a Member persists in any disobedience of the Rules of Procedure after having been called to order by the Chair, the Chair shall forthwith put the question, no amendment, adjournment or debate being allowed, "that such Member be ordered to leave his/her seat for the duration of the meeting of the Council", but if the Member apologizes he/she may be permitted to retake his/her seat.
- 6.5. The Code of Conduct, pursuant to by-law 14-2016, as amended from time to time applies.

7. Council/Staff Relations

- 7.1. Both Council and Staff shall work hard at fostering a climate of respect and recognize the mutual goal is to serve the Municipality.
- 7.2. Members of Council shall be respectful of the fact that staff work for the Municipality as a corporate body and are charged with making recommendations that reflect their professional expertise and corporate perspective, without undue influence from any individual member or group of members of Council.
- 7.3. In addition, members shall be respectful of the fact that staff carry out directions of Council and administer the policies of the Municipality, and are required to do so without undue influence from any individual member or group of members of Council.

- 7.4. Staff and Officers shall treat Council as a collective decision-making body. Staff and Officers shall not communicate directly with individual Members on municipal business, rather they must communicate on such matters through the CAO/Clerk-Treasurer. Information from the CAO/Clerk-Treasurer shall be communicated to all Members. Staff and Officers shall stay out of political lobbying.
- 7.5. Council members should address their enquires through the CAO to be addressed as appropriate.

Part III – Meetings

8. Inaugural Meeting

The first meeting of a newly elected Council after a regular election shall be held as soon after the new term of office commences as practicable, at which declarations of office shall be administered.

9. Open Meetings

All meetings must be open to the public.

10. Closed Meetings (In Camera)

- 10.1. Notwithstanding Section 9 above, a meeting may be closed to the public pursuant to Section 239 (2) of the Municipal Act, 2001 as amended from time to time.
- 10.2. Before all or part of a meeting is closed to the public, the body proposing to hold the meeting shall state by Resolution:
 - a) the fact of holding of the closed meeting;
 - b) the general nature of the matter to be considered at the closed meeting;
- 10.3. Subject to subsection 10.1 a meeting shall not be closed to the public during the taking of a vote unless the vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the Municipality or local board, or persons retained by or under contract with the Municipality or local board.
- 10.4. A motion to move out of closed session shall be passed in order for the meeting to be resumed in open session.
- 10.5. No matter or item other than the matter(s) referred to in the public resolution may be discussed.
- 10.6. If Council, the committee or local board wishes to discuss an item not contained within the motion to move into a closed session, they shall rise from the first closed session and in open session move a further motion in accordance with Section 239 (2) of the Municipal Act, 2001 as amended from time to time.

11. Calendar of Meetings

- 11.1. The Clerk or designate shall prepare a schedule of meetings for the forthcoming year.
- 11.2. In the event that a regular meeting shall fall upon a holiday, the meeting shall be held at the same hour on the day immediately following the holiday that is not a Saturday, Sunday or holiday. No notice need be given of this change of date and it shall be deemed to be a regular meeting.

12. Regular Meeting Times

- 12.1. The regular meetings of Council shall be held at 2:00 p.m. on the second and fourth Tuesday of the month or at the call of the Chair. (By-Law 18-2022)
- 12.2. A meeting shall adjourn no later than 11:00 p.m. unless a Motion waiving this Section is passed by a majority vote of Members of Council present. If the Council meeting is not finished by 11:00 p.m. and this Section is not waived, the meeting will reconvene at the call of the Chair.
- 12.3. Despite clause 12.1 regular meetings of Council shall not occur for the months of July and August unless deemed by Council to be required, or at the call of the Chair. In addition, any regular meeting can be rescheduled and/or cancelled as deemed appropriate by Council, or at the call of the Chair. (By-Law 18-2022)
- 12.4. Despite clause 12.1 the regular meeting of Council held in December shall fall on the second Tuesday and will commence at 10:00 a.m., or at the call of the Chair, with the exception in the year of an election when an Inaugural meeting will be held as soon after the new term of office commences as practicable.
- 12.5. Despite clause 12.1 in the event that a holiday lands on the Monday of the week of the regularly scheduled meeting of Council the meeting shall be pushed to the following day.
- 12.6. Despite clause 12.1 regular meetings of Council shall not occur during the Voting Period in the year of an election.

13. Place of Meetings

Meetings of Council shall be held in the Council Chambers and/or the Municipal Facility situated at 065371 Dufferin County Road 3, East Garafraxa or at such other place as is specified in the agenda, and in a location that is accessible pursuant to the requirements of the Accessibility for Ontarians with Disabilities Act. (By-Law 11-2020)

14. Persons within Council Chambers

- 14.1. No person, except members of Council and appointed officials of the Township, shall be allowed to approach the Council table during the meetings without the permission of the Chair.
- 14.2. No person, except members of Council and appointed officials of the Township, shall place on the desks of the members or otherwise distribute any material unless such person has received the approval of the Chair or Clerk, and said material is to be provided to both Council and the Clerk.

15. Recording Equipment and Electronic Devices

- 15.1. The use of video or audio recording equipment or devices by members of the public or council members during a meeting is prohibited.
- 15.2. All electronic devices including cellular telephones shall be placed in silent mode in Council Chambers and all other locations during the course of Meetings held in accordance with this By-law.

16. Electronic Participation at a Meeting (By-Law 49-2021)

- a) Electronic Council and/or Board and/or Committee meetings shall be held in full or in part by electronic means including, but not limited to, audio teleconference, video teleconference, or other electronic means, and with or without in person attendance; (By-Law 49-2021)
- b) The method and technology used for an electronic meeting in open session or closed session shall be determined by the Clerk, in consultation with the Mayor, based on advice and resources available at the time and the prevailing

circumstances and context for a meeting; (By-Law 49-2021)

- c) Members participating electronically in such meeting shall be counted in determining whether a quorum exists at the commencement and at any point in time during the meeting, and shall be entitled to vote as if they were attending the meeting in person; (By-Law 49-2021)
- d) Voting may take place by way of roll call, or in an alternate method authorized by the Chair; (By-Law 49-2021)
- e) Members shall advise the Clerk, or designate, as soon as practicable prior to the scheduled meeting of his/her intent to participate electronically. In all cases, staff will accommodate electronic participation on a best effort basis and subject to available resources; (By-Law 49-2021)
- f) Members participating electronically are required to use their Township issued equipment or their own personal equipment (i.e. phone and/or computer) at their own expense; (By-Law 49-2021)
- g) Delegations/Presentations, Public Question Period and other means of public participation shall be at the discretion of Council; (By-Law 49-2021)
- h) Statutory Public Meetings shall be at the discretion of Council and in accordance with applicable legislative requirements; (By-Law 49-2021)
- i) An electronic meeting may include a closed session, which shall be conducted in the absence of the public and in accordance with Section 10. Closed Meetings (In Camera), all members must attest to the fact that they recognize they will be in a closed session and are able to ensure confidentiality; (By-Law 49-2021)
- j) A public notice of an electronic meeting shall include sufficient information as to provide the public with a means to electronically access the open session of such electronic meeting; (By-Law 49-2021)
- k) An electronic meeting shall be available in such manner that the public may observe the meeting remotely as it is conducted, when feasible. (By-Law 49-2021)
- l) Recording of an electronic meeting by the Clerk shall be permitted; (By-Law 49-2021)
- m) In the event of a technical failure during the meeting, a recess of not more than 15 minutes can be taken to allow staff to reinstate the electronic participation; (By-Law 49-2021)
- n) If a member can no longer participate by electronic means it will not affect the validity or continuation of the meeting or decisions; (By-Law 49-2021)
- o) If a quorum is lost, the meeting will be deemed to be adjourned; (By-Law 49-2021)
- p) Electronic Participation at a Meeting shall be in accordance with Municipal Act, 2001, S.O. 2001, provisions, as amended from time to time. (By-Law 49-2021)

17. Public Notice of Meetings

Public notice shall be given for all meetings of Council by means of the municipal website with inclusion of each meeting listed in the calendar and the posting of the agenda.

18. Statutory Public Meetings

Such meetings shall be held on the fourth Tuesday of a month or such other date and time as determined by the Clerk with notice as set out in applicable legislation.

19. Special/Emergency Meetings

- 19.1. The Mayor or a petition of the majority of the Council may at any time summon a special meeting of Council on 48 hours written notice by the Clerk to the Members. The Clerk shall give public notice of all special open and closed meetings of Council by inclusion on the Township's website as soon as possible after the meeting is called and at least 24 hours prior to the meeting. (By-Law 65-2022)
- 19.2. Upon receipt of the petition of the majority of the Council, the Clerk shall summon a special meeting for the purpose and at the time mentioned in the petition.
- 19.3. The only business to be dealt with at a special/emergency meeting is that which is listed in the notice of the meeting.
- 19.4. In circumstances of an emergency, the Mayor or Deputy Mayor may direct that the Clerk summon a special emergency meeting of Council on less than 48 hours' notice. All Members shall be notified of the special meeting of Council either personally or by electronic mail, or by any other means necessary. The Clerk shall give public notice for emergency meetings called under Section 19 by inclusion on the Township's website as soon as possible after the meeting is called. (By-Law 65-2022)
- 19.5. In keeping with clause 19.4 above an emergency meeting shall proceed with the consent of two-thirds of the members of Council, recorded in the minutes.
- 19.6. The Chief Administrative Officer/Clerk may request Council to attend an emergency meeting of Council to deal with a matter which is deemed to require immediate action.
- 19.7. Electronic Participation During a Declared Emergency:
 - a) Electronic meetings shall be permitted when an emergency has been declared to exist in all or part of the Township of East Garafraxa by the Head of Council or the Province of Ontario under Sections 4 or 7.0.1 of the *Emergency Management and Civil Protection Act, R.S.O. 1990, c. E. 9, as amended*. (By-Law 11-2020)
 - b) Electronic Council and/or Board and/or Committee meetings shall be held in full or in part by electronic means including, but not limited to, audio teleconference, video teleconference, or other electronic means, and with or without in person attendance. (By-Law 21-2020)
 - c) Council and/or Board and/or Committee members participating electronically in such meeting shall be counted in determining whether a quorum exists at the commencement and at any point in time during the meeting. (By-Law 21-2020)
 - d) Council and/or Board and/or Committee members may participate electronically in such meeting, including voting. (By-Law 21-2020)
 - e) Delegations/Presentations, Public Question Period and other means of public participation shall be at the discretion of Council. (By-Law 11-2020)
 - f) Statutory Public Meetings shall be at the discretion of Council and in accordance with applicable legislative requirements. (By-Law 11-2020)

- g) An electronic meeting may include a closed session, which shall be conducted in accordance with Section 10. Closed Meetings (In Camera). (By-Law 11-2020)
- h) Recording of an electronic meeting by the Clerk shall be permitted. (By-Law 11-2020)
- i) An electronic meeting shall be available in such manner that the public may observe the meeting remotely as it is conducted, when feasible. If circumstances do not permit live electronic access to the meeting, a recording of the audio, or both the audio and video, shall be made available to the public as soon as practical, if feasible. (By-Law 11-2020)
- j) In the case of a loss of connection, or any connection issue(s) which impedes the ability of a Member(s) to participate in the meeting in real time, the meeting will continue without attempts by either staff or the Member(s) to reconnect unless quorum is compromised. (By-Law 11-2020)

20. Calling a Meeting to Order

As soon after the hour fixed for the holding of the meeting of the Council as a quorum is present, the Mayor or Chair shall take the chair and call the meeting to order.

21. Absence of the Mayor

The Deputy Mayor of the Municipality shall be the Acting Mayor and exercise the powers of the Office of the Mayor in the absence of the Mayor. If the Mayor does not attend within 5 minutes after the time appointed for the meeting, the Clerk shall call the Members to order and if a quorum is present the Deputy Mayor shall preside over the meeting until the arrival of the Mayor. In addition, the Members of Council may appoint another presiding officer from among themselves for the purpose of Charing a particular meeting.

22. Arrival and Departure of Members

- 22.1. The timing of late arrivals and early departures will be noted in the minutes.
- 22.2. If a Member arrives late at a meeting, any prior discussion shall not be reviewed without the unanimous consent of all Members present.

23. No Quorum

If no quorum is present thirty minutes after the time appointed for a meeting, the Clerk shall record the names of the Members present and the meeting shall stand adjourned and reconvene in accordance with Council direction or at the call of Chair.

24. Unfinished Business – Quorum Lost

- 24.1. If during the course of a meeting quorum is lost, then the meeting shall stand as adjourned and not ended, to reconvene in accordance with Council direction or at the call of Chair.
- 24.2. If in the Mayor's opinion it is not essential that the balance of the agenda be dealt with before the next regularly scheduled meeting, then the Mayor shall announce that the unfinished business will be taken up at its next regularly scheduled meeting.

25. Cancellation of a Meeting

Notwithstanding Section 12.1, Council may cancel a regular meeting by motion of Council and/or the Mayor may cancel a meeting if it is in his/her opinion appropriate due to weather or an emergency.

Part IV – Order of Proceedings – Agendas and Minutes

26. General Rules Regarding Council Agendas

- 26.1. Prior to each regular meeting, the Clerk or designate shall prepare an agenda of all the business to be brought before such meeting.
- 26.2. No report shall be placed on the Council agenda unless it was first authorized by the C A O /Clerk-Treasurer or designate.
- 26.3. Added items/late submissions, any petition, communication or application not included on the agenda must be submitted prior to the start of the meeting, and may be considered at Council's discretion by passing a motion that the matter be considered.
- 26.4. Each agenda, insofar as practicable will contain all reports, motions and by-laws to be considered.
- 26.5. The Accountability and Transparency Policy, pursuant to by-law 50-2007, as amended from time to time applies.

27. Agenda Delivery

- 27.1. A final agenda shall be distributed electronically to the members of council and made public no later than the Friday immediately preceding the meeting. A paper copy of the agenda can be made available upon request for special circumstances, and must be picked up at the Municipal Office when available.
- 27.2. In the event of a holiday, draft and final agenda delivery shall be delayed by one day if required.

28. Order of Business – Council

- 28.1. The following headings shall make up the Council agenda:
 - 1) Opening of Meeting
 - 2) Added Items (Late Submissions - if any)
 - 3) Approval of Agenda
 - 4) Disclosure of Pecuniary Interest and General Nature Thereof
 - 5) Approval of Minutes
 - 6) Public Question Period
 - 7) Delegation(s)/Presentation(s)
 - 8) Public Meeting(s)
 - 9) Committee of Adjustment Hearing(s)
 - 10) Unfinished Business
 - 11) Public Works Department
 - 12) Treasury/Accounts
 - 13) Planning Department
 - 14) County of Dufferin Business
 - 15) Committees
 - 16) General Business and Correspondence
 - 17) Added Items (Late Submissions - if any)
 - 18) New Business
 - 19) Closed Meeting
 - 20) By-Laws
 - 21) Confirming By-Law
 - 22) Adjournment
(By-Law 65-2022)
- 28.2. The order of business may be altered by the Clerk during preparation of the Agenda to improve the efficiency of the meeting.
- 28.3. The business of the Council shall in all cases be taken up in the order in

which it stands upon the agenda, unless otherwise decided by Council.

29. Declaration of Pecuniary Interest

- 29.1. Every member of Council, Committee or Local Board shall declare any pecuniary interest with respect to any item of business in accordance with the Municipal Conflict of Interest Act, as amended from time to time. Any Member of Council, Committee or Local Board who declares a pecuniary interest shall be required to leave the meeting, whether a closed or open session is being held.
- 29.2. At the meeting at which the member discloses an interest, the member shall file a written statement of the interest and its general nature with the Clerk or the Secretary of the Committee or Local Board, as the case may be.
- 29.3. The member shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.
- 29.4. Where the interest of a member has not been disclosed as required by subsection (1) of the Municipal Conflict of Interest Act, as amended, by reason of the member's absence from the meeting referred to therein, the member shall disclose the interest and otherwise comply with subsection (1) at the first meeting of Council, Committee or Local Board, as the case may be, attended by the member after the meeting referred to in subsection (1).

30. Minutes

- 30.1. Minutes of a meeting shall be approved as soon as practicable.
- 30.2. Minutes shall record:
 - a) the place, date and time of meeting;
 - b) the names of the presiding officer or officers and the record of the attendance of the members;
 - c) the reading, if requested, correction and confirmation of the minutes of prior meetings;
 - d) declarations of interest;
 - e) the motions considered and votes taken by Council; and
 - f) all the other proceedings of the meeting without note or comment.
- 30.3. If the minutes have been delivered to the members of the Council then the minutes shall not be read, and a resolution that the minutes be adopted shall be in order.
- 30.4. After the minutes have been adopted they shall be signed by the Mayor and by the Clerk.
- 30.5. The Clerk or designate shall act as the Recording Secretary for Council meetings, including Statutory Public Meetings and Special Education Sessions.

31. Delegations/Presentations

- 31.1. A person or group wishing to make a Delegation/Presentation to Council shall submit a request to the Clerk or designate in writing no later than 4:30 p.m. the Tuesday preceding the meeting and such request shall state the nature of the business and the names of the persons in the delegation/Presentation. A copy of the presentation must be provided for inclusion in the package.
- 31.2. The Clerk shall acknowledge receipt of the request and place the matter on the next appropriate Council Agenda.

- 31.3. Delegations/Presentations at the Council Meeting shall be limited to ten (10) minutes. The duration may be extended by majority vote specifying the additional time. Such question shall be decided by the Council without debate.
- 31.4. A maximum of three presentations per meeting will be scheduled by the Clerk or designate.
- 31.5. A person who is unable to attend a Council meeting may arrange for another person to appear as a deputation on such person's behalf and to read aloud a prepared statement pertaining to an item listed on the Council agenda.
- 31.6. Members may ask questions of clarification.
- 31.7. An organized body wishing to address Council as a deputation shall be limited to a maximum of ten (10) minutes regardless of the number of representatives of that group.
- 31.8. Where deputations have appeared on an item on the Council agenda, the item shall be brought forward for consideration immediately after the deputations have been heard.
- 31.9. Presenters may only present once every 12 months on the same topic.

32. Public Question Period

- 32.1. A maximum of 10 minutes will be set aside for Public Question Period, with each questioner limited to two minutes.
- 32.2. When called upon by the Chair, the questioner will identify themselves by name and address the question to the Chair.
- 32.3. Questions shall only be made in respect of matters within Council's purview and jurisdiction while maintaining decorum in keeping with the following four principles:
 - a) Treatment of every person with dignity, understanding and respect;
 - b) Behaviour that is not discriminatory;
 - c) Actions free of harassment or bullying;
 - d) Protection of privacy.

33. By-laws

- 33.1. Every by-law presented to Council shall have three readings. Unless required to the contrary to comply with the provisions of any Act of Statutory procedure, all by-laws shall be given first, second and third reading at one meeting in a single motion.
- 33.2. The Clerk is hereby authorized to make such minor deletions, additions or other changes in form to any by-law before same is signed and sealed, for the purpose of ensuring correct and complete implementation of the actions of Council forming the subject matter of the by-law and members shall be advised by the Clerk of such changes by written notice.
- 33.3. The proceedings at every regular and special meeting shall be confirmed by by-law so that every decision of the Council and every resolution passed at that meeting shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.

34. Communications

- 34.1. Every communication, including a petition designed to be presented to the Council, shall be legibly written or printed, shall not contain any impertinent or improper matter or language and be filed with the Clerk.
- 34.2. Minutes of local boards and community organizations having Council representation shall be listed and received under Committee Reports.
- 34.3. Correspondence, including names and addresses, addressed to Council or directed to a Statutory Public Meeting become part of the public record and may be published in a report, agenda or minutes.

35. Notice of Motions

Notice of a Motion must be given at a previous Council meeting. Such notice should contain the general topic and action to be considered. The complete motion will be provided in writing to the Clerk or designate for inclusion in the agenda for the meeting at which it will be considered.

36. Adjournment

At the conclusion of the agenda seeing no other business, the Chair shall deem the meeting adjourned by resolution to the next regularly scheduled meeting or as determined by Council.

Part V – Motions and Voting

37. Moved and Seconded

- 37.1. All motions shall be made in writing and be moved and seconded.
- 37.2. No member shall speak to any motion until it is first read by the Chair, and the mover is entitled to speak first thereon if the member so elects.
- 37.3. A motion or amendment thereto, may not be withdrawn without the consent of the mover and seconder.
- 37.4. The Chair may vacate the chair in order to move or second a motion and shall resume the chair following the vote on the matter.
- 37.5. Whenever the Chair is of the opinion that a motion or resolution is contrary to the Rules of Procedure, the Chair shall rule the motion or resolution out of order.
- 37.6. A motion or resolution which requires the exercise of a power or powers by Council which are not within its jurisdiction, shall not be in order.
- 37.7. All motions shall commence with the words “Be It Resolved That”.
- 37.8. All motions may be supported or opposed by the mover and seconder.

38. Address the Chair

Every member speaking on any question or motion shall address the chair.

39. Order of Speakers

When two (2) or more members wish to speak, the chair shall designate the member who has the floor who shall be the member who, in the opinion of the chair, first requested to speak.

40. Final Speaker

A member who has made a motion and/or amendment to such motion shall be permitted the final reply.

41. Severability of Question

Upon the request of any member, and when the Chair is satisfied that a question under consideration contains distinct proposals, the vote upon each proposal shall be taken separately.

42. Voting Procedure

- 42.1. Each Member present and voting shall announce or indicate his or her vote upon the motion openly and individually by show of hands and no vote shall be taken by ballot, or any other method of secret voting.
- 42.2. Every Member present at a meeting when a question is put shall vote, unless prohibited by statute, in which case it shall be so recorded.
- 42.3. If any Member at a meeting when a question is put does not vote, he or she shall be deemed as voting in the negative except where prohibited from voting by statute.
- 42.4. When the Chair calls for a vote on a question, each member shall occupy his or her seat and shall remain in his or her seat until the result of the vote has been declared by the Chair, and during such time no member shall speak to any other member or make any noise or disturbance.
- 42.5. After a question is put by the Chair, no member shall speak to the question nor shall any other motion be made until after the vote is taken and the result has been declared.

43. Recorded Vote

- 43.1. A request by a member for a recorded vote shall be made immediately prior to the commencement of the vote being taken or immediately thereafter, prior to proceeding to the next item on the agenda.
- 43.2. When a recorded vote is requested, or is otherwise required, the Clerk shall call the names and record the vote commencing with the Deputy Mayor, council members in alphabetical order, and the Mayor shall vote last.

44. Tie is Lost

If there is a tie vote on any question, the vote shall be deemed to have been lost.

45. Consent Motions

- 45.1. When preparing the agenda for Council meetings, the Clerk may identify items which are considered to be routine and non-controversial under the heading "Consent Motion", which matters may be considered by Council as a summary matter in one motion rather than as separate items, unless a member of Council otherwise requests.
- 45.2. Any member, before the consent motion is voted on, may add or remove any number of items of business from the consent motion.
- 45.3. In the event that a member declares a conflict of interest on an item that is included in the consent motion, that item shall be removed from the consent motion and dealt with separately.
- 45.4. Items removed from the consent motion at the request of a member of Council will be considered under "New Business".

46. Secondary Motions

46.1. The following matters and motions may be introduced orally without notice and without leave, except as otherwise provided by the Rules of Procedure:

- 46.1.1. a point of order or privilege;
- 46.1.2. to move the question be put;
- 46.1.3. to adjourn.

46.2. The following motions may be introduced without notice and without leave, except as otherwise provided by the Rules of Procedure:

- 46.2.1. to refer;
- 46.2.2. to table, or to postpone, or postpone to a certain day;
- 46.2.3. to amend;
- 46.2.4. to suspend the Rules of Procedure;
- 46.2.5. any other procedural motion.

47. Order of Consideration

47.1. When a question is under consideration, no motion shall be received except a procedural motion or a motion to amend.

47.2. Procedural motions shall be considered immediately upon receipt and shall have precedence and may be subject to debate as follows:

- 47.2.1. to extend the time of the meeting (not debatable);
- 47.2.2. to move the question be put (not debatable);
- 47.2.3. to commit or refer (debatable);
- 47.2.4. to table (not debatable);
- 47.2.5. to postpone to a certain day (debatable)
- 47.2.6. to adjourn (not debatable);
- 47.2.7. any other procedural motion (debatable).

48. Motion to Amend

48.1. An amendment shall be relevant and germane to the principle of the report or motion under consideration.

48.2. A motion to amend may propose a separate and distinct disposition of a question provided that such altered disposition continues to relate to the same issue which was the subject matter of the question.

48.3. Amendment motions shall be put in the reverse order to the order in which they are moved.

49. Rescind

A motion to rescind requires a two-thirds majority and is not in order if action on the original motion has already been taken which cannot be undone.

50. The Question Be Now Put

50.1. A motion that the question be now put shall preclude all further amendments of the question. When resolved in the affirmative, the question and all amendments thereto are to be put forward without debate or further amendment.

50.2. Such motion cannot be moved by a member who has already debated the question.

51. Motion to Lay on the Table

- 51.1. A motion to lay on the table with some condition, opinion, or qualification added to the motion to table shall be deemed to be a motion to postpone.
- 51.2. The matter tabled shall not be considered again by the Council until a motion has been made to take up the tabled matter at a subsequent meeting.
- 51.3. A motion to take up a tabled matter is not subject to debate or amendment.
- 51.4. A motion that has been tabled and not taken from the table for six months shall be deemed to be withdrawn, and cannot be taken from the table.

52. Motion to Postpone

- 52.1. A matter postponed to a definite date shall be considered first over all other business on such date.
- 52.2. A motion to postpone without a definite date shall be treated as if it was a motion to lay on the table.

53. Reconsideration of a Matter

- 53.1. If a matter has been previously considered, it shall not be reconsidered by such body within six months after the meeting at which it was originally considered, without the consent of at least two-thirds of the members present.
- 53.2. "Considered" shall mean those matters for which the members of a meeting have decided to act or not act upon, and shall not include the mere receipt of information where no action has been sought or taken.
- 53.3. A motion to reconsider must be moved by a member of the prevailing side when the matter was first considered.

Part VI – Rules of Debate

54. Rules of Debate

- 54.1. No member shall speak more than once, except if requested to give an explanation, until every member who desires to speak, has spoken.
- 54.2. When a member is speaking, no other member shall pass between that member and the Chair, or interrupt him or her, except to raise a point of order or a point of personal privilege.
- 54.3. A member may speak to the same question for a maximum of five minutes, and, with leave of the Council, may be granted an extension.
- 54.4. When an item is being discussed and one member has the floor a member may ask a question only for the purpose of obtaining information necessary for a clear understanding thereof.
- 54.5. All questions shall be stated succinctly and questions shall not be used as a means of making statements or assertions.
- 54.6. Questions may be asked through the Chair of the previous speaker, staff, a delegation or presenter.
- 54.7. A member may not ask a question if the Chair rules that such question, in substantially similar form and content, has already been asked and answered.

55. Points of Order or Points of Privilege

- 55.1. A member may interrupt the person who has the floor to raise a point of order when such member feels that there has been a deviation or departure from the rules of procedure and upon hearing such point of order, the ruling of the Chair shall be final unless the member appeals the ruling to Council which shall decide the question “that the decision of the Chair be sustained” without debate upon a majority vote of the Members present.
- 55.2. A member may rise at any time on a point of personal privilege where such member feels that personal integrity or the integrity of the Council has been impugned by another member and upon hearing such point, the ruling of the Chair shall be final unless the member appeals the ruling to Council which shall decide the question “that the decision of the Chair be sustained” without debate upon a majority vote of the Members present.
- 55.3. Where the Chair recognizes that a breach of privilege has taken place, the Chair shall cause the offending member to apologize, and failing such apology shall require such member to vacate the Council Chamber for the duration of the meeting.
- 55.4. Any member may appeal the decision of the Chair to the Council which shall decide the question “that the decision of the Chair be sustained” without debate upon a majority vote of the Members present.

Part VII – Committees, Task Forces and External Boards

56. Internal Committees or Task Forces

Council may create, appoint and dissolve any committee or task force by by-law including Terms of Reference. Where no specific rules of procedure are specified, these Rules of Procedure shall apply.

57. Council Representation on External Boards

- 57.1. The Township of East Garafraxa shall be represented on all external board and committees for whom appointments are sought or required at the discretion of Council.
- 57.2. At the beginning of each term of Council, the Mayor shall request with the assistance of the Clerk or designate a list of boards and committees each member of Council is interested in serving on for their Council term.
- 57.3. The Mayor shall submit for Council consideration a list of external boards and committees accompanied by one or more members to be appointed to each of these bodies. The list may be debated at time of consideration.
- 57.4. Appointments shall be made by by-law for the Council term.

Part VIII – Vacancies

58. Appointments to Vacancies

- 58.1. Where a vacancy occurs in the office of a member of Council and the vacancy is to be filled other than by an election, the Council shall appoint a person who has consented to accept the office.
- 58.2. If more than one candidate is nominated for appointment to fill such vacancy, a vote shall be taken by the Clerk.
- 58.3. The Clerk shall record the name of each member of Council and the name of the candidate for which the member is voting. The results shall be declared by the Clerk.

Part VIII – Other Matters

59. Conflict with any Other By-law

In the event of any conflict between any provisions of this by-law and any other by-law hereto are passed; the provisions of this by-law shall prevail.

60. Short Title

This by-law shall be known as the “Procedural By-law” or “Rules of Procedure”.

61. Repeal

That By-laws 7-2007 and 47-2007 are hereby repealed.

62. Effective Date

That this By-law shall come into full force and effect on the date of final passage hereof at which time all By-laws and/or resolutions that are inconsistent with the provisions of this By-law and the same are hereby repealed or rescinded insofar as it is necessary to give effect to the provisions of this By-law.

By-Law Read a First and Second Time this 22nd Day of January, 2019.

By-Law Read a Third Time and Passed this 22nd Day of January, 2019.

Original signed by:

Guy Gardhouse, Mayor
Susan M. Stone, CAO/Clerk-Treasurer

Schedule “A”
NOTICE PROVISIONS

1. Notice will be given for the following in accordance with the Municipal Act, 2001, as amended, or Township By-Laws, or any other applicable legislation as required but not listed. Where Provincial legislation prescribes that notice shall be given and the time and manner of notice, those provisions shall prevail. Where Provincial legislation prescribes notice must be given, but does not prescribe the time and manner, or when deemed necessary by Council, the provisions of the Procedural By-Law shall prevail, and further that Notice shall be provided on the Township website unless otherwise determined and/or required. (By-Law 65-2022)Temporary closure of a public highway
2. Permanent altering of a public highway
3. Change of name or naming a private road
4. Shut off public utility
5. Sign By-Law
6. Election Sign By-Law
7. General Licensing By-Laws
8. Township policies and procedures pertaining to Sale and other disposition of land; Procurement of goods and services; Accountability and Transparency; Delegation of powers and duties contained with the Municipal Act or the Planning Act; and/or Hiring policies
9. Restructuring proposal
10. Name change of the Municipality, and other Corporation changes, ie, adoption of flag
11. Change to composition of Council
12. Business Improvement Area
13. Wards-re-division or dissolve
14. Procedural By-Law (including Notice requirements)
15. Sale of Land procedures
16. Adoption or amendment to budget
17. Financial Statements
18. Agreements for municipal capital facilities, Notice of Tax Exemption By-Law
19. Prescribed notice of Fees and Charges By-Law
20. Taxes on eligible properties
21. Notice of Tax Bills
22. Determination of tax status
23. Seizure of personal property
24. Division of Land
25. Cancellation, reduction, refund of taxes
26. Overcharges caused by gross or manifest error
27. Increase of taxes as a result of any undercharged caused by gross or manifest error
28. Notice of Registration of tax arrears certificate
29. Public Sales – Tax arrears certificate
30. Power of entry exercised
31. Collection of unpaid licensing fines
32. Closing premises – Public Nuisances
33. Any other matters as deemed appropriate by Council

THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA

BY-LAW NUMBER XX-2023

Being a By-Law to Establish & Regulate the Grand Valley & District Fire Department and to repeal By-Law Number 29-2013

Whereas the Municipal Act, R.S.O. 1990, as amended, and the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4 as amended, permits the Council to enact a By-law to establish and regulate a Fire Department;

And whereas Subsection 2 (1) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended (the “FPPA”), requires every municipality to establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention and the provision of fire protection services as it determines may be necessary in accordance with its needs and circumstances;

And whereas Subsection 2 (b) of the FPPA permits a municipality, in discharging the responsibilities under subsection 2(1), to establish a Fire Department;

And whereas Subsection 5 (0.1) of the FPPA permits a Council of a municipality to establish, maintain and operate a Fire Department for all or any part of the municipality;

And whereas Subsection 5 (1) of the FPPA requires a Fire Department to provide fire suppression services and permits the Fire Department to provide other Fire Protection Services in the municipality;

And whereas Subsection 8 (1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (“*Municipal Act, 2001*”), provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate, and to enhance their ability to respond to municipal issues;

And whereas Subsection 11 (2) 6 of the *Municipal Act, 2001* provides that a municipality may pass by-laws for the health, safety and well being of persons;

And whereas Section 227 of the *Municipal Act, 2001* provides that it is the role of officers and employees of the municipality to implement Council decisions and establish practices and procedures to implement those decisions;

And whereas Subsection 446 (1) of the *Municipal Act, 2001* provides that where a person fails to do something that is required under a by-law, the municipality may undertake to do the thing required at the person’s expense and the costs may be collected in same manner as property taxes;

And whereas the Councils for the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley have already established a Fire Department, and it is known as the Grand Valley and District Fire Department, and deem it expedient to repeal By-laws AM 62-2013/EG 29-2013/GV 2013-45 and replace them with a new by-law.

NOW THEREFORE BE IT ENACTED by the Municipal Council of the Corporation of the Township of EAST GARAFRAXA as follows:

PART I – INTERPRETATION

1. (1) Wherever a word is used in this By-law with its first letter capitalized, the term is being used as it is defined in Part III of this By-law. Where any word appears in ordinary case, the commonly applied English language meaning is intended.
 - (2) All words importing the singular shall include the plural, and words imparting the masculine gender shall include the feminine, and the converse of the foregoing also applies, unless the context of the By-law otherwise requires.
2. If a court of competent jurisdiction declares any provision or part of a provision of this Bylaw to be invalid or to be of no force and effect, it is the intention of

Council in enacting this By-law that the remainder of this By-law shall continue in force and be applied and enforced in accordance with its terms to the fullest extent possible according to law.

PART II – SHORT TITLE

3. This By-law may be referred to as the “Grand Valley & District Fire Department Establishing and Regulating By-law”.

PART III – DEFINITIONS

4. In this By-law, unless the context otherwise requires:
 - a. “Additional Expenses” means the cost to the municipality of any additional resources, including any applicable taxes and administrative fees.
 - b. “Additional Resources” includes the use of:
 - (i) a private contractor;
 - (ii) special equipment that is rented or contracted by the Fire Department;
 - (iii) consumable materials not normally carried on a fire vehicle; or
 - (iv) consumable materials that are used in addition to the amount of those consumable materials normally carried on a fire vehicle.
 - c. “Approved” means approved by the Municipal Council.
 - d. “CAO” means the Chief Administrative Officer appointed by Council to act as Chief Administrative Officer for any of the participating Municipalities.
 - e. “Corporation” means the Corporations of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
 - f. “Council” means the Council of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
 - g. “Councils” means the Councils of the participating municipalities of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
 - h. “Confined Space” means any space that has limited or restricted means for entry or exit (e.g., tanks, vessels, silos, storage bin, hoppers, vaults, trenches, excavations and pits) and that is not designed for continuous human occupancy.
 - i. “Deputy Fire Chief” means a person appointed to act on behalf of the Fire Chief in the case of an absence or a vacancy in the office of the Fire Chief.
 - j. “Fire Area” means the area serviced by the Grand Valley and District Fire Department as defined in Schedule C attached to this by-law, SAVE AND EXCEPT any defined area that any one municipality may deem to be excluded from fire suppression and/or rescue service as defined in their respective municipal by-laws.
 - k. “Fire Board” means the Grand Valley and District Fire Department Joint Board of Management per agreement dated October 22nd, 1990.
 - l. “Fire Chief” means the person appointed by by-law of the Councils of the participating municipalities to act as Fire Chief of the Fire Department and is ultimately responsible to the Fire Board as defined in the FPPA.
 - m. “Fire Department” means the Grand Valley & District Fire Department.

- n. "FPPA" means the *Fire Protection and Prevention Act, 1997, S.O., c.4*, as may be amended from time to time, or any successor legislation, and any regulation made there under.
- o. "Fire Protection Services" includes fire suppression, fire prevention, fire and life safety education, communications, apparatus and facility maintenance, training of persons involved in the provision of Fire Protection Services, rescue and emergency services and the delivery of all those services.
- p. "Member" means any person employed in or appointed to the Fire Department and assigned to undertake fire protection services, and includes officers, full time, part time and volunteer firefighters.
- q. "Municipality" means any one of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
- r. "Officer" includes the Fire Chief, Deputy Fire Chiefs, Captains, Lieutenants, and all other supervisory positions within the Fire Department.
- s. "Volunteer Firefighters" means a firefighter who provides fire protection services either voluntarily or for a nominal consideration, honorarium, training or activity allowance.

PART IV – ESTABLISHMENT AND COMPOSITION

- 5. The Fire Department is continued under this By-law to provide Fire Protection Services for The Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley and shall be known as the Grand Valley & District Fire Department.
- 6. The Fire Department shall consist of the Fire Chief, Deputy Fire Chiefs, Captains, Lieutenants, operational staff, administrative support staff and any other person as may be approved by Council for the Fire Department to perform Fire Protection Services and shall be structured in conformance with the approved Organizational Chart, Schedule B, forming part of this by-law.

PART V – EMPLOYMENT

- 7. In addition to the Fire Chief and Deputy Chiefs, the Board shall appoint such number of other officers and members as may be deemed necessary by the Fire Board.
- 8. The Fire Chief may recommend to the Fire Board the employment in or the appointment to the Fire Department, as the case may be, of any person, as an Officer or Member or as administrative support staff, who meet the qualifications and, if applicable, completes successfully criteria (including without limitation training courses and physical, skills and other examinations) and otherwise satisfies any hiring policies, practices or procedures established or approved by the Fire Board for such employment or appointment.
- 9. Persons appointed as members of the Fire Department to provide fire protection services shall be on probation for a period of twelve (12) months, during which period they shall take special training and examination as may be required by the Fire Chief and annual medical examinations and/or at such other times as deemed necessary by the Fire Chief.

10. If a probationary member appointed to provide fire protection services fails any such examinations and/or contravenes any provisions of this by-law, policies, general orders and/or department rules that, in the opinion of the Fire Chief would be detrimental to the operation or efficiency of the Fire Department, the Fire Chief may recommend to the Fire Board that they be dismissed.
11. If a medical examiner finds a member is physically unfit to perform assigned duties and such condition is attributed to, and a result of employment in the Fire Department, the Fire Board may assign the member to another position in the Fire Department or may retire them.
12. Subject to the FPPA, the remuneration and other terms and conditions of employment or appointment of the Members and administrative support staff that comprise the Fire Department shall be determined by the Fire Board and approved by the Councils.

PART VI – ORGANIZATION AND CORE SERVICES

13. The Fire Department shall be organized into the following sections:
 - (a) Fire Prevention
 - (b) Firefighting
 - (c) Fire and Life Safety Education
 - (d) Training
 - (e) Communications
 - (f) Apparatus & Maintenance, and
 - (g) Fire Administration.
14. (1) The Fire Chief may recommend the reorganization or elimination of Sections or establish other Sections or may do all or any of these things or any combination of them as may be required to ensure the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Municipalities.
 - (2) The Fire Chief may assign or re-assign such members to a Section to assist them in the administration and operation of that section.
15. (1) For the purposes of this By-law, core services provided by the Fire Department are set out in Schedule “A,” which forms part of this By-law.
 - (2) Nothing in this By-law will restrict the Fire Department to providing only core services or limit the provisions of Fire Protection Services.

PART VII - RESPONSIBILITIES AND AUTHORITY OF FIRE CHIEF

16. (1) The Fire Chief shall be the head of the Fire Department and is responsible to Council for the proper administration and operation of the Fire Department.
 - (2) The Fire Chief is ultimately responsible to Council, through the Fire Board, for the delivery of Fire Protection Services.
 - (3) Council retains all the rights and powers that it has to establish maintain and operate a fire department under the FPPA.
17. (1) The Fire Chief shall be authorized to make such general orders, policies, procedures, rules, and regulations and to take such other measures as the Fire Chief may consider necessary for the proper administration and efficient operation of the Fire Department and the effective management of the Fire Protection Services for the Municipalities and for the prevention, control and extinguishment of fires, the protection of life and property and the management of emergencies.

- (2) Without restricting the generality of subsection 14 (1), the Fire Chief shall be authorized to make such general orders, policies, procedures, rules, and regulations and to take such other measures as the Fire Chief may consider necessary for the following:
- (a) For the care and protection of all property belonging to the Fire Department;
 - (b) For arranging for the provision of necessary apparatus, equipment, materials, services and supplies for the Fire Department;
 - (c) For determining and establishing the qualifications and criteria for employment or appointment to the Fire Department;
 - (d) For determining and establishing the duties of all members and administrative support staff of the Fire Department;
 - (e) For the conduct and the discipline of members and administrative support staff of the Fire Department;
 - (f) For preparing and, upon approval by Council, implementing and maintaining such Fire Department strategic plans and Master Fire Plans as may be required by Council, on behalf of the Municipalities;
 - (g) For reporting to the appropriate crown attorney or other prosecutor or law enforcement officer or other officer the facts based on the evidence in any case in which there is reason to believe that a fire has been the result of criminal intent or negligence or in which there is reason to believe an offence has been committed under the FPPA;
 - (h) For keeping an accurate record, in convenient form for reference, of all fires, rescues and emergencies responded to by the Fire Department;
 - (i) For keeping such other records as may be required by Council and the FPPA;
 - (j) For preparing and presenting the annual report of the Fire Department to Council;
 - (k) For preparing and presenting the annual estimates of the Fire Department, in consultation with the appropriate Fire Board Committee of the Municipalities and Council; and
 - (l) For exercising control over the budget endorsed by the Board and approved by the participating Municipalities for the Fire Department, provided that such general orders, policies, procedures, rules, regulations, and other measures do not conflict with the provisions of this By-law or any other By-law of the Municipalities, including without limitation those requiring the prior approval of or prior notice to Council or the satisfaction of certain conditions, general or otherwise, specified by Council before such measures can be implemented, or with the provisions of the FPPA or with the provisions of any other written agreement that may be applicable.
18. (1) The Fire Chief shall be responsible for the administration and enforcement of this By-law and all general orders, policies, procedures, rules, and regulations made under this By-law and for the enforcement of any other Municipal By-law respecting Fire Protection Services.
- (2) The Fire Chief shall periodically review the general orders, policies, procedures, rules, and regulations made under this By-law, and shall periodically review any Municipal By-law respecting Fire Protection Services, including this By-law, and

may for the purpose of any review establish an advisory committee consisting of such members and other persons, including members of the general public as the Fire Chief may determine are necessary to assist him in the discharge of this duty.

- (3) The Fire Chief may recommend By-law amendments to the Board for recommendation to Councils that the Fire Chief considers appropriate after the completion of a review as set out in subsection 14. (2).
 - (4) The Fire Chief may recommend the revision or deletion of general orders, policies, procedures, rules, and regulations made under this By-law that the Fire Chief considers appropriate after the completion of a review as set out in subsection 14. (2).
 - (5) The Fire Chief may reprimand, suspend or recommend the dismissal of any member for infraction of any provisions of this by-law, policies, general orders and department rules that, in the opinion of the Fire Chief, would be detrimental to the operation or the efficiency of the Fire Department.
19. The Fire Chief shall have all powers, rights and duties assigned to a Fire Chief under the FPPA including without limitation the authority to enforce compliance with the Fire Code.
 20. The Fire Chief may liaise with the Office of the Fire Marshal of Ontario and any other office or organization as required by the Fire Board or Council or as considered necessary or advisable by the Fire Chief for the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Municipalities.
 21. The Fire Chief may, from time to time, utilize such Members and administrative support staff of the Fire Department as the Fire Chief considers appropriate to assist in the performance of the Fire Chief's duties.

PART VIII - DEPUTY FIRE CHIEFS

22. (1) The Deputy Fire Chiefs shall be the second ranking officers of the Fire Department and shall be subject to and shall obey all orders of the Fire Chief and shall perform such duties as are assigned to them by the Fire Chief.
- (2) Where the Fire Chief is absent, one of the Deputy Fire Chiefs, as decided upon by the Fire Chief in advance, shall act on the Fire Chief's behalf.
- (3) Where the Fire Chief is absent and has not appointed one of the Deputies to act on their behalf, or there is a vacancy in the office of the Fire Chief, the Deputy Fire Chiefs shall take turns acting as the Fire Chief on a rotating basis.
- (4) Where a Deputy Chief is acting as the Fire Chief, the Deputy Chief has all of the powers and responsibilities as the Fire Chief as provided under any Municipal By-law, including this By-law, and any Provincial statute or regulation.

PART IX – MEMBERS AND ADMINISTRATIVE SUPPORT STAFF

23. The Members and administrative support staff of the Fire Department shall be under the direction and control of the Fire Chief or the next ranking Officer present in any place.
24. Every Member shall conduct themselves in accordance with general orders, policies, procedures, rules and regulations made by the Fire Chief and shall give their whole and undivided attention to the efficient operation of the Fire Department and shall perform the duties assigned to them to the best of their

ability in accordance with the FPPA and other written agreement that may be applicable.

25. (1) No person, other than duly appointed Members of the Fire Department, shall obtain, carry, wear or use any Fire Department uniform clothing in a manner that would lead any reasonable member of the public to identify the person as a member of the Fire Department.
- (2) No person, other than duly appointed Members of the Fire Department, shall in any way identify themselves as being a member of the Fire Department.
- (3) Fire department personnel shall obtain, carry, wear or use any Fire Department uniform clothing to identify themselves as being a member of the department only during Fire Department sanctioned events.

PART X – USE OF FIRE DEPARTMENT PROPERTY

26. No person shall use or permit to be used any apparatus, equipment or other property of the Fire Department for any personal or private use, without the prior approval of the Fire Chief.
27. No person shall willfully damage or render ineffective or inoperative any apparatus, equipment or other property belonging to or used by the Fire Department.

PART XI - FIRE SUPPRESSION AND EMERGENCIES

28. (1) The Fire Department may suppress any fire, or respond to any emergency, rescue or hazardous conditions by extinguishing it or by any other reasonable action and, for this purpose, may enter private property, if necessary, to do so.
- (2) For the purpose this Part, “fire” shall include, with any necessary modifications, an emergency, rescue or hazardous condition.
29. The Fire Department may pull down or demolish any building or structure when considered necessary in order to prevent the spread of fire.
30. Despite any other section of this By-law, no person present at a fire shall refuse to leave the immediate vicinity when required to do so by the Fire Department.
31. (1) During a fire, and for the time that is required to complete the operations, remove the equipment of the Fire Department and render the location and vicinity safe, from fire, no person, either on foot or with a vehicle of any kind, shall enter or remain upon or within:
 - (a) The portion of any street or lane upon which the site of the fire abuts or upon any street or lane for a distance of fifteen (15) metres on each side of the property damaged by fire; and
 - (b) Any additional street or lane or part of a street or lane or any additional limits in the vicinity of the fire, as may be prescribed by the Fire Chief or the next ranking Officer present at the fire.
- (2) The provisions of subsection 31(1) shall not apply to any person so authorized to enter or remain by an Officer or by a police officer.

PART XII - EMERGENCY RESPONSE OUTSIDE DEPARTMENT BOUNDARIES

32. The Fire Department shall not respond to a call with respect to a fire emergency, rescue or hazardous condition outside the territorial limits of the Municipalities except:
- (a) That, in the opinion of the Fire Chief, threatens property in the territorial limits of the Municipalities;
 - (b) In a municipality with which an approved automatic aid or mutual aid agreement has been entered into to provide Fire Protection Services;
 - (c) On property with which an approved agreement has been entered into with any person or corporation to provide Fire Protection Services;
 - (d) At the discretion of the Fire Chief, to a municipality authorized to participate in any county mutual aid plan established by a fire coordinator appointed by the Fire Marshal or any other similar reciprocal plan or program; and
 - (e) On property beyond the territorial limits of the Municipalities where the Fire Chief determines that immediate action is necessary to preserve life or property and the appropriate fire department is notified to respond and assume command or establish alternative measure, acceptable to the Fire Chief.

PART XIII - ADDITIONAL RESOURCES

33. (1) If, as a result of the Fire Department's response to a fire, emergency, rescue or a hazardous condition including a motor vehicle incident, or in carrying out any of its duties or functions, the Fire Chief determines that it is necessary to use Additional Resources in order to suppress or extinguish a fire, preserve property, carry out required investigations, prevent a fire from spreading, control and eliminate an emergency, carry out or prevent damage to equipment owned by the Municipalities or otherwise carry out the duties and functions of the Fire Department, the owner of the property or motor vehicle requiring or causing the need for the Additional Resources shall be charged the Additional Expenses.
- (2) Any Additional Expenses shall be considered a fee imposed for services provided or done by or on behalf of the Municipalities under the *Municipal Act, 2001*, S.O. 2001, c.24, as amended (the "*Municipal Act, 2001*") and shall be billed as a fee for services to the owner of the property or vehicle as the case may be.
 - (3) The Additional Expenses in subsection 33(2) shall constitute a debt of the owner to the respected Municipality.
 - (4) The respected Municipality may take such action as it considers necessary and as is permitted by law to collect the Additional Expenses in subsection 33(2).
 - (5) The owner shall be liable to pay to the respected Municipality any costs incurred by that Municipality in collecting the Additional Expenses in subsection 33(2) and these costs shall be deemed to be Additional Expenses under this section.
 - (6) Without restricting the generality of subsection 33(2), where the Additional Expenses, or any portion of them remain unpaid, for a period in excess of 90 days, the Additional Expenses, or any portion of them that are unpaid shall be added to the tax roll for any real property within the territorial limits of that Municipality owned, (in whole or in part), by the owner and shall be collected in a like manner as municipal taxes.

PART XIV – INTERFERENCE

- 34. No person shall impede or interfere with or hinder a Member of the Fire Department in the performance of the Member’s duties under this By-law.
- 35. No person shall prevent, obstruct or interfere in any manner whatsoever with the communication of a fire alarm to the Fire Department or with the Fire Department responding to a fire alarm that has been activated.

PART XVI - OFFENCES

- 36. (1) Every person who contravenes any provision of this By-law or fails to comply with an order or directive issued under this By-law, is guilty of an offence and is liable to a fine, and such other penalties, as provided for in the *Provincial Offences Act*, R. S. O. 1990, c. P.33, as amend, and the *Municipal Act, 2001*.
- (2) In addition to subsection 32, any person who is charged with an offence under this By-law by the laying of an information under Part III of the *Provincial Offences Act*, and is found guilty of the offence is liable, pursuant to the fine provisions of the *Municipal Act, 2001*, to a fine of:
 - (i) not more than \$10,000.00 in the case of an individual for a first offence, and a fine of not more than \$25,000.00 for each subsequent offence.
 - (ii) not more than \$25,000.00 in the case of a corporation for a first, and a fine of not more than \$50,000.00 for each subsequent offence.

PART XVII - CONFLICT

- 37. If this By-law conflicts with any other Municipal By-law, this By-law shall supersede and prevail over the other by-law to the extent of the conflict.

PART XIX - REPEAL AND ENACTMENT

- 38. By-Law Number 29-2013/is hereby repealed in its entirety. The repeal of any by-law shall not affect any offence committed against the provisions of that by-law or any penalty incurred in respect thereof or any investigative procedure, including but not limited to any prosecution thereunder.
- 39. This By-law comes into effect the day on the passing thereof.

BY-LAW READ A FIRST AND SECOND TIME THIS 9th DAY OF MAY 2023

BY-LAW READ A THIRD TIME AND PASSED THIS 9th DAY OF MAY 2023

Clerk

Head of Council

SCHEDULE "A" - CORE SERVICES

1. FIREFIGHTING AND EMERGENCY RESPONSE

- 1.1. Fire suppression services shall be delivered in both an offensive and defensive mode and shall include search and rescue operations, forcible entry, ventilation, protecting exposures, salvage and overhaul as appropriate under the circumstances.
- 1.2. Emergency pre-hospital care responses and medical acts such as defibrillation, first aid, CPR, and other patient care protocols implemented in accordance with the Emergency Medical Responder Program.
- 1.3. Extrication and related rescue services shall include performing extrication using hand tools, air bags and heavy hydraulic tools as required.
- 1.4. Technical rescue such as shore-based ice/water rescue, confined space (at awareness level).

2. FIRE PREVENTION

- 2.1. Inspections arising from complaint, request, or self-initiated and fire investigations shall be provided in accordance with FPPA, building code and policies of the fire prevention section.
- 2.2. New construction inspections and plan review of buildings under construction in matters respective of fire protection systems within buildings shall be conducted in accordance with the applicable by-law and operating procedures.

3. FIRE AND LIFE SAFETY EDUCATION

- 3.1. Distribution of fire and life safety information and comprehensive public education programs shall be administered in accordance with the FPPA and policies of the Fire Department.
- 3.2. A residential home fire safety awareness program shall be ongoing.
- 3.3. Smoke alarms for residential occupancies shall be temporarily provided for properties where on inspection has revealed inoperative or missing smoke alarms, until the owner of the property has provided permanent smoke alarms.
- 3.4. The delivery of portable fire extinguisher training.
- 3.5. Promote the use of CO Detectors.

4. COMMUNICATIONS

- 4.1. Participate in the Fire Communications operating agreements.
- 4.2. Provide dispatching of emergency vehicles.
- 4.3. Operate and maintain a Fire Department Dispatch system and associated Records Management Systems.
- 4.4. Operate and maintain an audio logger system that records all radio audio data relating to all emergency incidents involving the Fire Department.
- 4.5. Maintain comprehensive records relating to each emergency response that is dispatched.

5. TRAINING

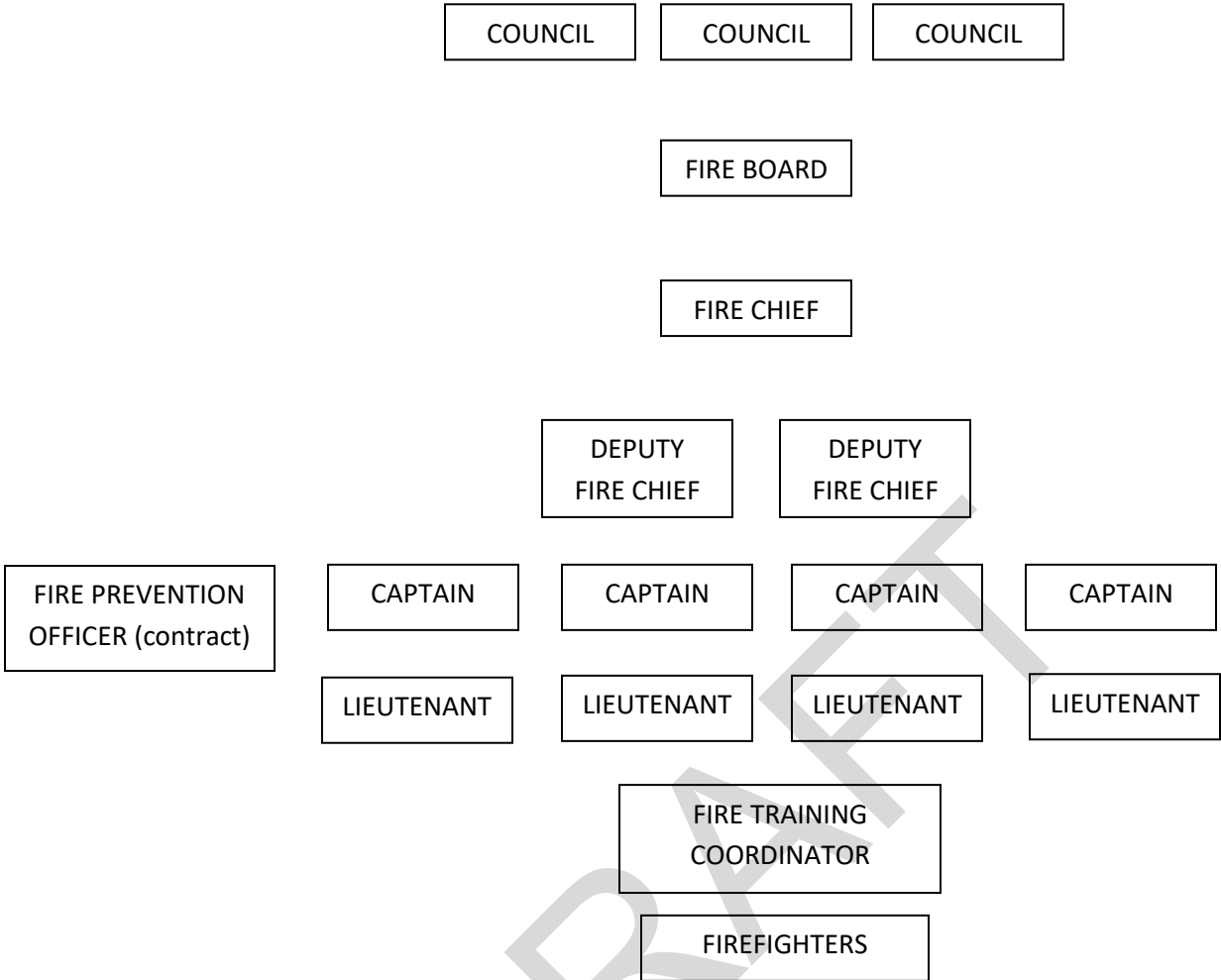
- 5.1. Coordinate the delivery of Firefighting training programs to the standards of the National Fire Protection Association as required by the Ontario Fire Marshalls Office.
- 5.2. Operate and maintain all Fire Department training facilities.
- 5.3. Conduct Firefighting recruit training programs.
- 5.4. Research and develop various techniques and equipment for use within the Fire Department.
- 5.5. Facilitate various Fire Department examination and testing processes.
- 5.6. Maintain comprehensive training records for all Fire Department personnel.

6. APPARATUS AND MAINTENANCE

- 6.1. Procure, maintain and repair all Fire Department apparatus, vehicles and equipment to NFPA standards and UL specifications.
- 6.2. Procure, supply and distribute all articles of personal protective equipment, uniform clothing and other related Fire Department supplies.
- 6.3. Procure, maintain and repair all specialized personal protective equipment and related equipment including, but not limited to, self-contained breathing apparatus to NFPA standards and UL specifications.
- 6.4. Develop and operate a comprehensive personal protective equipment management program.
- 6.5. Maintain and repair the Fire Department station and property.

SCHEDULE “B” - ORGANIZATIONAL CHART

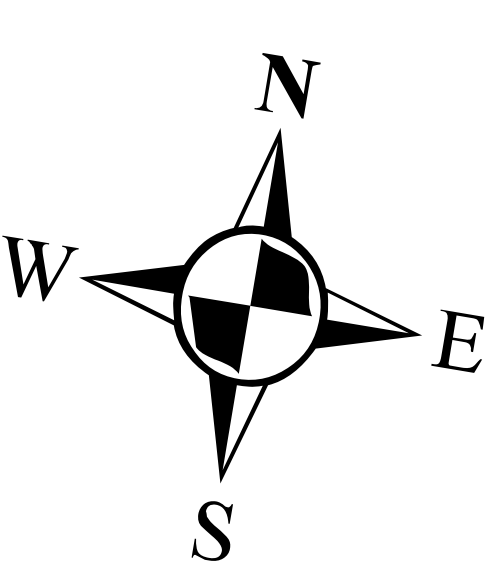
The three Councils appoint members to the Fire Board, to which the Fire Chief reports. The Chief has 2 Deputy Chiefs that report to them, then there are 4 captains, 4 lieutenants, 1 Fire Prevention Officer, 1 Fire Training Coordinator and 32 Firefighters.



SCHEDULE “C” - GRAND VALLEY & DISTRICT FIRE DEPARTMENT FIRE AREA

DRAFT

Regulatory By-Law for the Grand Valley Fire Department



Schedule "C" - Grand Valley &
District Fire Department Fire Area



Symbology

- GRAND VALLEY FIRE RESPONSE BOUNDARY
- MUNICIPAL BOUNDARIES
- PROVINCIAL HIGHWAY
- DUFFERIN COUNTY ROAD
- MUNICIPAL ROAD
- MUNICIPAL ARTERIAL ROAD
- PRIVATELY MAINTAINED ROAD
- FUTURE ROAD

The Corporation of The Township of East Garafraxa

BY-LAW NUMBER XX-2023

Being a By-Law to establish and lay out as part of the highway on which it abuts, Part Lot 6, Concession 16, being Parts 1, 2 and 3 on RP 7R-6742; in the Township of East Garafraxa, County of Dufferin

1. The following are some of the facts upon which this by-law is based.
 - a) Subsection 9 of the *Municipal Act, 2001, S.O. 2001, c. 25* states that the municipality has the rights and privileges of a natural person for the purpose of exercising its powers under the Act.
 - b) Subsection 31 (6) of the *Municipal Act, 2001, S.O. 2001, c. 25* states that if a municipality acquires land for the purpose of widening a highway, the land acquired forms part of the highway to the extent of the designated widening.
 - c) The Corporation of the Township of East Garafraxa has determined that it should acquire Part Lot 6, Concession 16, being Parts 1, 2 and 3 on RP 7R-6742; in the Township of East Garafraxa, County of Dufferin, Registered as Instrument Number DC251661 (herein after referred to as "the property") for road widening purposes.
2. NOW THEREFORE, THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA BY ITS COUNCIL, ENACTS AS FOLLOWS:
 - (a) THAT the property described as Part Lot 6, Concession 16, being Parts 1, 2 and 3 on RP 7R-6742; in the Township of East Garafraxa, County of Dufferin, Registered as Instrument Number DC251661 is hereby established and laid out as part of the highway upon which it abuts.

BY-LAW READ A FIRST AND SECOND TIME THIS 9th DAY OF MAY 2023

BY-LAW READ A THIRD TIME AND PASSED THIS 9th DAY OF MAY 2023

Clerk

Head of Council

The Corporation of The Township of East Garafraxa

BY-LAW NUMBER XX-2023

Being a By-Law to establish and lay out as part of the highway on which it abuts, Part Lot 9, Concession 17, being Part 3 on RP 7R-6759; in the Township of East Garafraxa, County of Dufferin

1. The following are some of the facts upon which this by-law is based.
 - a) Subsection 9 of the *Municipal Act, 2001, S.O. 2001, c. 25* states that the municipality has the rights and privileges of a natural person for the purpose of exercising its powers under the Act.
 - b) Subsection 31 (6) of the *Municipal Act, 2001, S.O. 2001, c. 25* states that if a municipality acquires land for the purpose of widening a highway, the land acquired forms part of the highway to the extent of the designated widening.
 - c) The Corporation of the Township of East Garafraxa has determined that it should acquire Part Lot 9, Concession 17, being Part 3 on RP 7R-6759 in the Township of East Garafraxa, County of Dufferin, Registered as Instrument Number DC252060 (herein after referred to as "the property") for road widening purposes.
1. NOW THEREFORE, THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA BY ITS COUNCIL, ENACTS AS FOLLOWS:
 - (a) THAT the property described as Part Lot 9, Concession 17, being Part 3 RP 7R-6759 in the Township of East Garafraxa, County of Dufferin, Registered as Instrument Number DC252060 is hereby established and laid out as part of the highway upon which it abuts.

BY-LAW READ A FIRST AND SECOND TIME THIS 9th DAY OF MAY 2023

BY-LAW READ A THIRD TIME AND PASSED THIS 9th DAY OF MAY 2023

Clerk

Head of Council

CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA

BY-LAW NUMBER XX-2023

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE CORPORATION OF THE TOWNSHIP
OF EAST GARAFRAXA AT ITS MEETING HELD ON MAY
9, 2023**

WHEREAS Section 5(1) of the Municipal Act, 2001, as amended provides the powers of a Municipal corporation are to be exercised by its Council;

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

**NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA
BY THE MUNICIPAL COUNCIL ENACTS AS FOLLOWS:**

1. All actions of the Council of the Corporation of the Township of East Garafraxa at the Electronic Council Meeting on May 9, 2023, to every report, motion, by-law, or other action passed and taken by the Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed as if each report, motion, resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Head of Council and Officers of the Corporation of the Township of East Garafraxa are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.

BY-LAW READ A FIRST AND SECOND TIME THIS 9th DAY OF MAY 2023

BY-LAW READ A THIRD TIME AND PASSED THIS 9th DAY OF MAY 2023

Clerk

Head of Council