AGENDA - SESSION #3-2011

- Call to order
- Location of emergency exits
- Disclosure of pecuniary interest
- Approval of agenda
- Minutes of Session #2-2011

I PUBLIC QUESTION PERIOD

II DELEGATIONS

9:15 Anne Helliker, Hendren Appraisals re Klondyke Appraisal Report
9:30 Mike Pizon, Mono-Adjala Townline, re a driveway/road issue.
11:30 In Camera Delegation - Town Solicitor re litigation.

III UNFINISHED BUSINESS & DEFERRED ITEMS

1. Stantec Consulting notice of public meeting re Whittington Wind Project.
2. Memo from the Director of Planning re a request to purchase a portion of a road allowance. Verbal report

IV BYLAWS, CORRESPONDENCE & NEW BUSINESS

1. Bylaw to confirm boards and committees.
3. Memo from the Treasurer re market remuneration and pay equity study.
4. Appointment of a council representative to the Central Dufferin Physician Recruitment Committee.
5. Email from the Toronto Region Conservation Area re project for the acquisition of office space. (Confidential documents included).
IV  BYLAWS, CORRESPONDENCE & NEW BUSINESS

6. Council prioritizing exercise to follow the meeting after a lunch break.

V  SCHEDULE "A"

1. Accounts
2. Mono-Amaranth Public School re annual Spring Fling.
3. NVCA to Derek Van Dyk re the restoration of wetland at Lot 20 Con 1.
9. Mono Sustainability Advisory Committee minutes, January 12, 2011
10. Accessibility report on 2010 election.

VI  REPORTS OF MEMBERS OF COUNCIL

VII  NEW BUSINESS

VIII  IN-CAMERA ITEMS

1. 1 personnel matter and 1 litigation matter (see 11:30 delegation).

IX  CONFIRMING BYLAW

X  ADJOURNMENT
December 22, 2010
File: 160960605

Town of Mono
347209 Mono Centre Road R.R. #1
Orangeville, ON L9W 2Y8

Attention: Mr. Keith McNenly

Reference: Whittington Wind Project - Notice of Public Meeting

Please find attached the Notice of Public Meeting for the Whittington Wind Project. As described in the Notice, wpd Canada Corporation (wpd) is proposing to develop the Whittington Wind Project. All Project infrastructure will be located in the Township of Amaranth, Dufferin County, Ontario with some assessment in the Town of Mono, due to proximity of Project Infrastructure.

Please note that this is a repeat of the first open house held on October 12, 2010. At the request of the Township of Amaranth, we are happy to hold our first open house again to ensure all members of the community have a chance to learn and provide their comments on the proposed Whittington Wind Project.

Your agency or group has been included on the Project's consultation distribution list. If a Stantec representative has not already been in contact with you, we may contact you in the near future regarding the Project and potential environmental information your agency may possess to assist in the permitting process. If our contact information should be amended, please contact the undersigned at your earliest convenience.

We look forward to working with you, and obtaining your valuable input, as this Project progresses through the regulatory approvals process. We hope that you can attend the Public Meeting. Alternatively, to provide the Project team with your comments or for further information about the project, please email us at Shawna.peddie@stantec.com or call Stantec at (519) 836-6050. Written comments can also be mailed or faxed to the undersigned.

For more information please visit the project website: [http://canada.wpd.de/ca/projects/in-canada/whittington.html](http://canada.wpd.de/ca/projects/in-canada/whittington.html)

Sincerely,

STANTEC CONSULTING LTD.

Shawna Peddie
Senior Project Manager
Tel: (519) 836-8050
Fax: (519) 836-2493
Shawna.peddie@stantec.com

Enclosure: Notice of Public Meeting

CC. Khlaire Parré, wpd Canada Corporation
NOTICE OF PUBLIC MEETING S. 15(1)(a) ONTARIO REGULATION 359/09

NOTICE OF PUBLIC MEETING
by wpd Canada Corporation regarding a Proposal to Engage in a Renewable Energy Project

Project Name: WHITTINGTON WIND PROJECT

Project Location: The Project will be located entirely in the Township of Amaranth, Dufferin County, Ontario.

Dated At: The Township of Amaranth on this, the 23rd of December, 2010.

wpd is planning to engage in this renewable energy project in respect of which the issuance of a Renewable Energy Approval (REA) is required. The distribution of this Notice of Public Meeting, and the Project itself, are subject to the provisions of the Environmental Protection Act of Ontario (Act) Part V.0.1 and Ontario Regulation 359/09 (Regulation). This notice is being distributed in accordance with Section 15 of the Regulation prior to an application being submitted and assessed for completeness by the Ministry of the Environment.

Please note this is a repeat of the first open house held on October 12, 2010. At the request of the Township of Amaranth, we are happy to hold a second meeting to ensure all members of the community have a chance to learn and provide their comments on the proposed Whittington Wind Project.

Meeting Location:
DATE: Tuesday, January 25th, 2011
TIME: 5:30 P.M. to 8:00 P.M.
PLACE: Amaranth Recreation Hall
374028 6th Line
Amaranth, Ontario

Project Description:
Pursuant to the Act and Regulation, the facility, in respect of which the project is to be engaged, is considered to be a Class 4 wind facility. If approved, this facility would have a total maximum contract name plate capacity of 6.9 MW and consist of 3 wind turbines. Project infrastructure will be located entirely within the Township of Amaranth; the assessment will also extend into the Town of Mono, as described in the map above. The project is being proposed in accordance with the requirements of the Act and Regulation.

A written copy of the Draft Project Description Report is available for public inspection at the project website under the Project Section at www.wpd-canada.ca.

Written copies of additional draft supporting documents will be made available on the project website for public inspection at least 60 days before the final project Open House.

Project Contacts and Information: To learn more about the project proposal, public meetings, or to communicate concerns please contact:

Mail:
Khaire Parre
Director of Renewable Energy Approvals
wpd Canada Corporation
2233 Argentia Road, Unit 102
Mississauga, ON L5N 2X7

Shawna Peddle
Senior Project Manager
Stantec Consulting Ltd.
70 Southgate Drive, Suite 1
Guelph, ON, N1G 4P5

wpd website: www.wpd-canada.ca
Project Email: WhittingtonProject@wpd-canada.ca
Project Telephone: 1-888-712-2401

Stantec Consulting notice of public meeting re Whittington Wind Project.
Dear Ms. Stone:

Reference: Whittington Wind Project – Letter to Minister Duguid October 8, 2010 and Offer of Public Meeting in Amaranth Township

Stantec Consulting Ltd. (Stantec) has been retained by wpd Canada Corporation (wpd) to act as their environmental consultant for the Whittington Wind Project (the Project). We were provided with a copy of the letter you provided to Brad Duguid, Minister of Energy, on October 8, 2010. I am writing on behalf of wpd to address some of the comments in that letter, in advance of initiating the municipal consultation process under Ontario Regulation 359/09 (the Regulation) for the Whittington Wind Project.

Location of Public Meeting

As you have stated, the project location, defined in the Regulation as “a part of land and all or part of any building or structure in, on or over which a person is engaging or proposes to engage in the project and any air space in which a person is engaging in or proposes to engage in the project” is entirely within the Township of Amaranth. We developed a study area for notification purposes that includes the project location within the Township of Amaranth and extends east of Mono Amaranth Townline into the Town of Mono; this area was also included in an initial background search for natural features and assessment of potential effects.

O. Reg. 359/09 sec 16 states that public meetings must be held in the municipality in which the project is located. It is not clear if this need be the upper- or lower-tier municipality. We chose to hold the meeting in the County of Dufferin, the upper-tier Municipality for the Township of Amaranth (and the Town of Mono) to ensure that the venue could accommodate the number of anticipated attendees. The only building in Amaranth that would allow us to meet our regulated requirements (Amaranth Town Hall) had a maximum capacity of 150 (according to the Township website), which would not allow us to accommodate our anticipated number of attendees (250).

All information on the Township’s website notes a capacity of 150 persons, and, with a 20 member study team, security and members of the OPP Provincial Liaison Team, this left us with a maximum community participation of 120 persons. Energy Farming Ontario was shut down with only 140 attendees at the Pontypool Community Centre in August, and we did not want to be in the same situation. We did not feel the Amaranth Town Hall was an appropriate facility, given recent circumstances, and our predicted attendance numbers (250). Consequently, we chose to hold the meeting at the Orangeville Fairgrounds, which had a maximum capacity of 800.

We understand your frustration that the meeting was not held in Amaranth. However, based on recent developments involving meetings by Energy Farming Ontario, we felt that selecting a larger venue, namely, the Orangeville Fairgrounds (capacity 800) was the responsible thing to do. Meetings are being shut down due to capacity issues, and members of the community who want to learn about these projects are being left outside in queue for hours. We did not feel that this is appropriate or helpful in building relationships with our
Reference: Whittington Wind Project

neighbors, and thus chose a venue that would allow us to easily accommodate anyone who gave their time to come to the meeting. The Amaranth Town Hall is approximately 3km west of the project location, and the Orangeville Fairgrounds are approximately 3km to the east. We did not discuss this with the Township, as it is not a requirement to discuss venues with Township staff, and all information on the small Amaranth venue was readily available on their website.

However, in order to address your concerns and to build a better relationship with the Municipality and the community, we will offer to hold a public meeting in the Township of Amaranth. Based on hall and staff availability, we would like to hold this meeting in mid-January.

Project Description Report

In your letter, you refer to incorrect and misleading information in our draft Project Description Report (PDR); as per the Regulation, this document is iterative, and updated throughout the REA process as information from all stakeholders is made available. The intent of the first Public Meeting was to provide preliminary information and the opportunity to vet comments and concerns in the early planning stages of the Project. We hope that you can appreciate that there is a delicate balance between informing the community and the municipality of the project concept vs. waiting until all data has been researched, verified, substantiated and reviewed. Upon completion of the Natural Heritage Studies, we will work with the municipality through the municipal consultation process documented in the Regulation to ensure all information presented is accurate and timely before the information is presented to the community at the second Public Meeting.

Notification in advance of public meeting

Finally, you stated in your letter to Minister Duguid that the municipality would have liked to have been contacted in advance of the public meeting. We sent letters to you, the Township Planner (Christine Gervais), and the Director of Public Works (Douglas Price) on September 7, 2010, introducing the project, inviting you to attend the Open House on October 12, and, most importantly, requesting information that the Township may have to assist us with the REA process. We received no response to this correspondence. As well, personal calls were made to the Mayor and local councilors in advance of the public meeting to invite them to attend a pre-meeting gathering, and to introduce the project. No responses were received, but all three local councilors were kind enough to come to the pre-meeting, and stayed after the doors were opened to the community. wpd and Stantec have gone beyond the mandatory requirements in the Regulation to initiate municipal dialogue, and have received no information from the Township in return, to date.

We are doing everything possible to accommodate the needs of the community, and ensure meaningful consultation with those who have an interest in the Whittington Wind Project. We held a successful meeting in the Town of Mono, at the Orangeville Fairgrounds, on Tuesday, October 12, 2010. No one from the Project area was excluded by holding the meeting in Orangeville, and most were geographically closer to the Orangeville venue (as the border of the project study area is the Mono-Amaranth Townline).

We would like to begin a meaningful consultation process with the Township, as it is appropriate for this point in the process. We have already scheduled a meeting with the Town Planner, Christine Gervais and wpd's President and engineer. We also fully intend to follow the Regulation and proceed through the municipal consultation process with the Township of Amaranth. We would also be interested in obtaining relevant information from the Town of Mono, and will be contacting their staff, as well.
December 3, 2010
Susan Stone, Township of Amaranth
Page 3 of 3

Reference: Whittington Wind Project

If you have any comments or concerns, please contact me directly. We would also like to formally request a meeting with the Township to begin the municipal consultation process. I will be in touch personally with Christine Gervais in your office regarding information the municipality may have that could help us in the planning process as we begin our assessment and report preparation.

Sincerely,

STANTEC CONSULTING LTD.

Shawna Peddle, MSc.
Senior Project Manager
Assessment, Permitting, and Compliance
Tel: (519) 836-6050
Fax: (519) 836-2493
shawna.peddle@stantec.com

c. Khlaire Parre, wpd Canada
   Tomas Nikolakakos, REFO
   Narren Santos, MOE
   Christine Gervais, Township of Amaranth
   Councillors Jane Aultman, Brian Besley, and Heather Foster, Township of Amaranth
   Mayor Don MacIver, Township of Amaranth
   Keith McNenly, Town of Mono
   Mayor Laura Ryan, Town of Mono
   Councillors Elaine Capes, Bob Mitchell, and Fred Nix, Town of Mono

Stantec Consulting notice of public meeting re Whittington Wind Project.
MEMORANDUM

TO: Council
FROM: Mark Early
DATE: January 5, 2011
SUBJECT: Request to Purchase Road Allowance (Handy and Longshore)

I have attached a copy of an email dated December 16, 2010, requesting the Town consider closing and conveying a portion of a road allowance to adjoining landowners. A copy of Bylaw 95-25, a Bylaw to establish procedures to sell or otherwise dispose of real property pursuant to the provisions of The Municipal Act, is also attached for Council’s consideration.

As indicated in the attached email, the subject property owned by Handy and Longshore is approximately 26 acres, however, only approximately 2 acres are available for development. The remaining 24 acres are steep, wooded, ravine lands, and are inappropriate for development. The lands are within the Niagara Escarpment Plan Area and subject to a Development Permit from the Niagara Escarpment Commission.

Should Town Council consider closing and conveying portions of this road allowance to Handy and Longshore, the development of their property could occur with greater setbacks to the municipal roadway, and significantly less tree removal to facilitate development.

Council direction is requested prior to proceeding with preparation ofBylaws and public notices in accordance with Bylaw 95-25.

Mark Early, MCIP, RPP, O&M
Director of Planning

Telephone: (519)941-3599 Fax: (519)941-9490 E-mail: mono@townofmono.com Web site: www.townofmono.com

Memo from the Director of Planning re a request to purchase a portion of a road allowance. Verbal report
Mark Early

From: Mark - M&B ALCHEMY INC.
Sent: Thursday, December 16, 2010 11:59 AM
To: mark@townofmono.com
Subject: Purchasing a Road allowance next to our property.
Attachments: Longshore Site.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Mark,

Thank you for taking the time to talk last week. To recap, we are interested in purchasing the road allowance adjacent to the property we purchased on 4th Line in November 2009. We want to build an eco friendly off-grid (as much as possible) home.

Although the property is 26+ acres, only approx. 2 acres are suitable to build on, and these 2 acres have a fair amount of old growth coniferous trees. Purchasing the road allowance would allow us to minimize the impact on the property. The small area (approx .66 acres) of the road allowance just to the west of the north end of the property would allow the house to shift to the south and west away from the road quite comfortably.

Attached is a portion of the survey. We have a paper copy of the entire property.

We would like to get an application to the NEC soon, so the quicker we could address this the better.

How best to pursue this matter?
thank you.

Mark Handy & Bridgitte Longshore

--
mark MB INC. chief executive secretary

Information from ESET NOD32 Antivirus, version of virus signature database 5708 (20101216)

The message was checked by ESET NOD32 Antivirus.

http://www.eset.com

Memo from the Director of Planning re a request to purchase a portion of a road allowance. Verbal report
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THE CORPORATION OF THE TOWNSHIP OF MONO

BY-LAW NO. 95–25

A BY-LAW TO ESTABLISH PROCEDURES TO SELL OR OTHERWISE DISPOSE OF REAL PROPERTY PURSUANT TO THE PROVISIONS OF THE MUNICIPAL ACT

WHEREAS Section 193 of the Municipal Act, R.S.O. 1990 chapter M.55 as amended by the Planning and Municipal Statute Law Amendment Act 1994, S.O. 1994, chapter 23, requires a municipality to pass a by-law to establish procedures for the sale of real property owned by the municipality.

NOW THEREFORE the Council of the Corporation of the Township of Mono hereby enacts as follows:

1. Prior to selling any real property owned by the Corporation of the Township of Mono, Council shall:
   a) by by-law or resolution passed at a meeting open to the public declare the real property to be surplus;
   b) obtain at least one appraisal by a certified appraiser or qualified real estate agent of the fair market value of the real property unless the real property intended to be sold is exempt from appraisal by regulation or this by-law; and
   c) give notice to the public of the proposed sale.

2. Notwithstanding paragraph 1, Council may elect not to obtain an appraisal if selling real property to any of the following public bodies:
   a) any municipality, including a metropolitan, regional or district municipality and the County of Oxford;
   b) a local board as defined in the Municipal Affairs Act;
   c) an authority under the Conservation Authorities Act; or
   d) the Crown in Right of Ontario or of Canada and their agencies.

3. Notwithstanding paragraph 1, Council may elect to sell the following classes of real property without obtaining an appraisal:
   a) land 0.3 metres or less in width acquired in connection with an approval or decision under the Planning Act;
   b) highways, roads and road allowances;
   c) land formerly used for railway branch lines if sold to an owner of land abutting the former railway land;
   d) land that does not have direct access to a highway if sold to the owner of land abutting that land;
   e) land repurchased by an owner in accordance with section 42 of the Expropriations Act;
   f) land to be used for sites for the establishment and carrying on of industries and of industrial operations and incidental uses;
   g) land sold under sections 112, 112.1, 112.2 and 113 of the Municipal Act;

Memo from the Director of Planning re a request to purchase a portion of a road allowance. Verbal report
h) easements granted to public utilities or to telephone companies; or

i) land sold under the Municipal Tax Sales Act.

4. Council shall give notice to the public that the real property has been deemed surplus and is intended to be sold by placing a notice at least once in one or more newspapers having general circulation in all or part of the municipality at least two weeks prior to the consideration of the intended sale by Council, and such notice shall disclose the following information:

a) the legal description of the real property including lot, concession and/or plan number;

b) the approximate area of the real property if known;

c) the current use of the real property;

d) the reason the real property is being sold or disposed of;

e) the manner in which the real property shall first be offered for sale;

f) to whom the real property shall be offered for sale if not offered to the general public; and

g) such other information as Council directs.

5. Notwithstanding paragraph 4, where a highway is intended to be closed and/or offered for sale, notice published in a newspaper pursuant to the requirements of the Municipal Act, for closing and/or sale, shall be deemed to be notice to the public of the intended sale of such real property for purposes of this realty sales procedural by-law.

6. The Clerk may issue a certificate in the form prescribed by Regulations, a sample of which is included as Appendix "A" hereto, with respect to a sale of real property by the municipality verifying that to the best of his or her knowledge and belief;

a) a procedural by-law pursuant to Section 193 of the Municipal Act was in force in the municipality at the time the resolution required by this section was passed;

b) the measures required for giving notice to the public required by the procedural by-law have been carried out;

c) the appraisal required by this by-law or the Municipal Act was obtained or;

(i) the property is of a prescribed class that does not require an appraisal,

(ii) the sale is to a prescribed public body, or

(iii) the sale is under section 210.1 of the Municipal Act.

7. If an agreement was entered into for the sale of land under section 193 of the Municipal Act before January 1st, 1995, the sale may be continued and dealt with under section 193 of that Act.

8. Sections 1,2,3,4 and 5 of this by-law do not apply to a sale or other disposition of land under subsection 2.10.1(2) of the Municipal Act.

9. Any by-law or section of a by-law inconsistent with this by-law is hereby repealed.

By-Law read and first and second time this 12th day of May, 1995.

By-Law read a third time and passed in open council this 12th day of May, 1995.

Head of Council

Clerk
**CERTIFICATE OF COMPLIANCE**

Form for use with section 193 of the Municipal Act

Certificate of Compliance with section 193 of the Municipal Act in the sale or disposition of the real property described as:

---

(description may be inserted)

I HEREBY CERTIFY THAT:

1. The Municipality passed By-Law on (date).
   
   It is a procedural by-law for the purposes of the sale or other disposition of real property and was in force on the date of the sale or disposition of the property described above.

2. The property was declared surplus under By-law or Resolution enacted or passed on (date).

3. An appraisal of the fair market value of the property was obtained on (date).

4. The property sale or disposition is exempt from the requirement to obtain an appraisal of the fair market value under the following exemption:

5. Public notice of intent to sell or dispose of the property was given by the following method(s): (describe method(s)) on the following date(s): (date(s)).

(Signature of Clerk or administrative head) (date)

FORM APPROVED DECEMBER 20, 1994

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Memo from the Director of Planning re a request to purchase a portion of a road allowance. Verbal report
The Corporation of the Town of Mono

Bylaw Number 2011 -

A Bylaw to Appoint Boards and Committees
For the Town of Mono for the Council Term
(Effective December 1, 2010 to November 30, 2014)

The following appointments are effective for the term of council, or until their successors have been appointed. Amendments to this bylaw may be made by bylaw or resolution of council.

(A) Council Members Placement on Boards and Committees

A 1.1 Mayor Laura Ryan * Centre Dufferin Recreation Complex Board
Rosemont District Fire Board

A 1.2 Deputy Mayor Ken McGhee Mono Police Services Board
Provincial Offences Act Municipal Board
Shelburne & District Fire Board
Shelburne Public Library Board

A 1.3 Councillor Elaine Capes Hills of Headwaters Tourism Association
Mono Heritage Committee
Rosemont District Fire Board

A 1.4 Councillor Bob Mitchell Forests Committee
Island Lake Area Management Committee
Mono Sustainability Advisory Committee

A 1.5 Councillor Fred Nix Recreation Advisory Board
Nottawasaga Valley Conservation Authority
Orangeville Fire Services Advisory Committee
Shelburne & District Fire Board

* The Mayor is ex-officio as a voting member on all Town Committees in Part B.

(B) Boards and Committees of Mono

Payment is $30.00 per meeting for all boards and committees except as specified herein. Members of council are not paid.

B1 Cemetery Board
Earl Dodds  Glen Holmes  Barry Parker

Bylaw to confirm boards and committees.
B2 **Committee of Adjustment**
Bill Bakker                Bob McCrea                Randy Mould
Gerald Reid               Jamie Richards
Secretary: Mark Early
Members $50 per meeting, Chairman and Secretary $65 per meeting, plus mileage allowance of 80 km/mtg (per County of Dufferin rate), for site inspections.

B3 **Fence Viewers**
Tom Brett                 Earl Smith                Gord Smith
John Still                Gideon van der Nest  Ken Wells
$80.00 per meeting plus mileage (per County of Dufferin rate).

B4 **Forests Committee**
Mary Auburger             Susan Baldwin            Teresa Bates
Margot Curry              Tom Darlow               Fiona Graham
Marion Herron             Jennifer Hollingberry  Cathy Noonan
John Litheland
Staff liaison: Mike Dunmore.

B5 **Municipal Heritage Committee**
Kirsten Ball              Paul Bates               Shirley Bennett
Elizabeth Bernardi       Peter King               Dorothy-Jane Needles
Kent Rawson               Jack Slater
Secretary: $500 per year

B6 **Planning and Environmental Advisory Committee**
Bill Bakker               Bob McCrea               Randy Mould
Gerald Reid               Jamie Richards
Secretary: Mark Early.
Members $50 per meeting, Chairman and Secretary $65 per meeting, plus mileage allowance of 80 km/mtg (per County of Dufferin rate), for site inspections.

B7 **Mono Police Services Board**
David Boyce

B8 **Recreation Advisory Board**
Elizabeth Bernardi        Lila Fodor                Ross Martin

Bylaw to confirm boards and committees.
Bylaw to confirm boards and committees.

Sharon Martin       Karen Morrison
Staff liaison: Kim Perryman.
Plus $30 per Recreation Advisory Board event attended.

B9  Mono Sustainability Advisory Committee
Signe Ball           Del Bernardi           Gord Burbidge
Jean Castel         Jason Kipps           Ed Kroeker
Paul Lansing         Ralph Manktelow        Sharon Martin

(C)  MONO REPRESENTATIVES TO OTHER ORGANIZATIONS
Where not a member of Council

C1  Conservation Authorities
C1.1  Credit Valley Conservation
(Joint appointment representing Mono, Amaranth, East Garafraxa)
To be appointed by the Townships of Amaranth/East Garafraxa

Island Lake Management Committee
Bob Shirley

C1.2  Toronto and Region Conservation Authority
(Joint appointment representing Mono, Adjala-Tosorontio)
Glenn Mason
(D) ORGANIZATIONS/BUSINESSES UNDER GENERAL RETAINER or CONTRACT

D1 Building Inspection and Bylaw Enforcement
  County of Dufferin

D2 Animal Bylaw Enforcement and Pound Keeping
  Ontario Society for the Prevention of Cruelty to Animals Orangeville and District Branch

D3 Auditors
  RLB

D4 Engineers
  R.J. Burnside & Associates Limited

D5 Solicitors
  Mullin Thwaites Ward, Law Office
  Thomson, Rogers, Barristers and Solicitors

D6 Planning Consultant
  Walker, Nott, Dragecivic


__________________________  __________________________
MAYOR                             CLERK

Bylaw to confirm boards and committees.
A BYLAW TO SET REMUNERATION FOR THE COUNCIL TERM
(Effective December 1, 2010 to November 30, 2014)

(A) COUNCIL
A 1 REMUNERATION and BENEFITS *

Mayor...............................................................$19,516
Deputy Mayor .....................................................$17,003
Councillor.........................................................$14,635

Council remuneration will be reviewed effective the second year of each term and
will be increased by the CPI or 3%, whichever is less.

* Benefits per Schedule A, Part B.

(B) OFFICIALS AND EMPLOYEES

Chief Administrative Officer & Clerk
Director of Public Works/Road Superintendent
Treasurer, Lottery Licence Officer
Director of Planning/Deputy Clerk
Director of Recreation
Operations Foreman
Planning/Recreation Assistant
Administrative Assistant to CAO
Bookkeeper/Recycling Coordinator
Tax/Water Clerk
Administrative Assistant
Equipment Operator

Employee benefits per Schedule A.
Rate per Schedule B

(C) PART TIME OR TEMPORARY EMPLOYEES

Caretakers/Cleaners
Equipment operators, seasonal
Landfill Site Operator
Landfill Site Attendant

Rate per Schedule B

Livestock and Poultry Evaluator - $40.00 per claim plus mileage
School Crossing Guard - $21.00 per day

BYLAW GIVEN THE NECESSARY READINGS AND PASSED THIS 25th DAY OF
JANUARY, 2011.

____________________  ______________________
MAYOR                  CLERK

Remuneration bylaw and March 2007 report on compensation for council.
SCHEDULE “A” TO BYLAW NUMBER 2011 –

PART A - EMPLOYEE BENEFITS

(1) SICKNESS BENEFITS
6 days per year; conditions:
1. The unused portion of the sickness benefits can be accumulated into the following years.
2. Sickness benefits cannot be taken as time off, nor as vacation, nor upon retiring, nor any reason other than sickness.
3. Cash will not be paid in place of any unused sickness benefits at any time.
4. Proof of sickness in the form of a letter or certificate from a doctor is required after an employee uses 3 consecutive days of sickness benefits.
5. A short term disability insurance plan 100% paid by the Town.

(2) VACATION POLICY
1 – 2 years 2 weeks
3 – 5 years 3 weeks
6 years + 3 weeks plus 1 day per additional year

(3) STATUTORY HOLIDAYS
The following are statutory holidays off with pay:
- New Years Day
- Civic Holiday
- Family Day
- Labour Day
- Good Friday
- Thanksgiving Day
- Easter Monday
- Remembrance Day
- Victoria Day
- Christmas Day
- Canada Day
- Boxing Day

(4) OVERTIME – ROAD EMPLOYEES
Time and one half after 9 hours per day and 44 hours per week. Double time will be paid hours worked, weekend only.

(5) WORK CLOTHING
The Town will supply to each Roads and Public Works employee: 2 pairs of coveralls, 3 work shirts, 3 work pants, plus $200.00 safety boot allowance per year.

(6) GROUP INSURANCE PLAN
100% paid by the Town.

(7) PENSION PLAN
Contributions to be made by the employer and employee; per OMERS schedule (Bylaw 2008-14).

(8) EARLY RETIREMENT BENEFIT
Minimum age: 55
80 Factor: Age plus years of service = 80. Full benefits continue to age 70.
70 Factor: Age plus years of service = 70. Reduced benefits for 10 years maximum as follows:
- Dental: Preventative to 80% and all coverages at 80%. Recall examinations every 9 months. Eliminates orthodontics.

Remuneration bylaw and March 2007 report on compensation for council.
Health: 80% reimbursement on drugs. 100% on all other. Eliminates semi-private coverage.

No life insurance.

(9) Mileage: Per County of Dufferin rate for km traveled on Town business.

**PART B – COUNCIL BENEFITS**

(B1) Mileage: Per County of Dufferin rate for km traveled outside Town and on site inspections.

(B2) Full medical and dental plan as per employee benefits.

(B4) Supplied with a computer and monthly internet service reimbursement up to a maximum of $75.00 per month.
SCHEDULE “B” TO BYLAW NUMBER 2011 –

<table>
<thead>
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<th>Annual Hours</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
<th>Step 5</th>
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<tr>
<td>13</td>
<td>CAO/Clerk</td>
<td>1820</td>
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<td>$55.19</td>
<td>$57.40</td>
<td>$59.69</td>
<td>$62.08</td>
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<td>$27.21</td>
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<tr>
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<td>2340</td>
<td>$23.26</td>
<td>$24.19</td>
<td>$25.16</td>
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<tr>
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<tr>
<td>4</td>
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<td>2340</td>
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<td>$21.52</td>
<td>$22.38</td>
<td>$23.28</td>
<td>$24.21</td>
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<tr>
<td>4</td>
<td>Labourer/Equipment Operator</td>
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<td>$20.69</td>
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<td>$22.38</td>
<td>$23.28</td>
<td>$24.21</td>
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<td>$20.69</td>
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<td>$22.38</td>
<td>$23.28</td>
<td>$24.21</td>
</tr>
<tr>
<td>4</td>
<td>Labourer/Equipment Operator</td>
<td>2340</td>
<td>$20.69</td>
<td>$21.52</td>
<td>$22.38</td>
<td>$23.28</td>
<td>$24.21</td>
</tr>
<tr>
<td>4</td>
<td>Labourer/Equipment Operator</td>
<td>2340</td>
<td>$20.69</td>
<td>$21.52</td>
<td>$22.38</td>
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<tr>
<td>4</td>
<td>Labourer/Equipment Operator</td>
<td>2340</td>
<td>$20.69</td>
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<td>$22.38</td>
<td>$23.28</td>
<td>$24.21</td>
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<tr>
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<td>$18.15</td>
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<tr>
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<td>Variable</td>
<td>$16.78</td>
<td>$17.45</td>
<td>$18.15</td>
<td>$18.88</td>
<td>$19.63</td>
</tr>
</tbody>
</table>

Note 1: There are 4% differential between steps.
Note 2: Values adjusted annually by budgeted CPI.

Remuneration bylaw and March 2007 report on compensation for council.
Via Courier

March 26, 2007

Her Worship Lorie Haddock
Mayor, Town of Mono
347209 Mono Center Road
Orangeville, ON L9W 2Y8

Your Worship:

Re: Town of Mono – Report on Compensation for Mayor, Deputy Mayor, and Members of Council

Pursuant to a mandate issued to the Committee composed of Robert Burnside, Roy W. Craik, Donald Woodley, and the undersigned, we are pleased to hereby submit to you, and your Council, and to Mr. McMenly, our unanimous report relating to the above captioned matter.

All of which is respectfully submitted by your Committee.

Respectfully Yours

[Signature]

V/c. Mr. Keith McMenley
CAO/Clerk

Remuneration bylaw and March 2007 report on compensation for council.
TOWN OF MONO

Report on Compensation for Mayor, Deputy Mayor, and Members of Council

I  BACKGROUND

The following Notice was published in the Orangeville Banner in the week of August 16, 2005.

"Coat of Arms  

TOWN OF MONO

COMMITTEE APPOINTMENT

Town of Mono Council wishes to set up a 3 member, at-large, ad hoc committee.

This committee will conduct a transparent review and make a recommendation for Council remuneration for the next term of office, which is a 4 year term of Council.

Persons wishing to serve on the committee should forward a letter of interest by August 25, 2006 to:

Keith McNenly, CAO/Clerk
Town of Mono
347209 Mono Centre Road
RR #1, Orangeville, ON L9W 2Y8
519-941-3599 ext 30
Fax 519-941-9490
e-mail mono@townofmono.com"

In response to the above referenced Notice, a Committee was struck, comprised of the following persons:

Robert Burnside
Roy W. Craik
Frederick R. von Veh
Donald Woodley

This Committee has met on a number of occasions, and has also continuously communicated by way of telephone, email, and fax. The Committee members are all long-standing residents of the Town of Mono ("the Town"), who undertook the

Remuneration bylaw and March 2007 report on compensation for council.
assessment of compensation, as noted above, in order to assist the Town by submitting recommendations to Town Council, as requested. All deliberations of the Committee were conducted in a harmonious manner, dedicated to the furtherance of a positive community spirit, and the submission of a constructive, equitable, and reasonable report.

II FACTS PERTAINING TO THE TOWN OF MONO

1. Population – Approximately 6,922
2. Size – 279.84 square kilometers, which equates to 69,149 acres, or 27,984 hectares, or 108.05 square miles
3. Municipal office is located at: 347209 Mono Centre Road, R.R. #1, Orangeville, ON L9W 2Y8.
4. The Town Council ("the Council") is comprised of a Mayor, Deputy Mayor, and three Councillors.
5. The staff of the Municipal Office is comprised of:
   - Chief Administrative Officer & Clerk
   - Director of Planning & Deputy Clerk
   - Treasurer
   - Director of Public Works & Roads Superintendent
   - Roads Foreman
   - Director of Recreation
   - Tax & Water Collector
   - Bookkeeper/Recycling Co-ordinator
   - Administrative Assistant to the CAO/Clerk
   - Administrative Assistant to the Planner & Recreation Director
   - Administrative Assistant to Director of Public Works & Treasurer
   - Mechanic/Equipment Operator
   - 5 Equipment Operators
   - 3 Winter Season Roads Employees
   - 2 Landfill Part Time Staff
   - 2 Part Time Recreation Cleaning Staff
6. Based on the statistics of 2004, 2005, and 2006, Town of Mono Council regular meetings were held as follows.

   2004 - 22 meetings

Remuneration bylaw and March 2007 report on compensation for council.
2005 - 23 meetings
2006 - 21 meetings and 3 special meetings

➢ The average duration of regular meetings is between 3 and 4 hours.

➢ Regular meetings occur on the second Tuesday of every month, commencing at 7:00 pm and ending at 10:00 or 11:00 pm.

➢ Day meetings of Council occur on the fourth Tuesday of the month, commencing at 9:00 am and ending at 11:00 am or 12:00 noon.

➢ Special meetings are usually held if there is a pressing item that needs to be dealt with before the next regular meeting. Special meetings usually relate to time sensitive issues such as contracts or agreements, which require consideration and signature. Usually a special meeting deals with only a specific item being on the agenda.

7. The Town has seven (7) town committees and ten (10) other committees, such as Recreation and Fire, for a total of seventeen (17) committees. One Council Member sits on each committee, except for Public Works and Metsaö, as well as three Fire Boards, which each are attended by two Council Members. What this in fact means is that 21 Council Members are required to service the various committees. The Mayor and Deputy Mayor share in sitting on these committees, as well as the three Council Members. Based on past experience, each Council Member (based on a Council of five persons) has four committees to attend to. Committees average monthly meetings, and in the summer, meetings are held less frequently. Averages dictate that every committee has approximately 10 meetings a year. Statistically, meetings range from approximately 1.5 hours per meeting to a high of approximately 2.5 hours per meeting. Accordingly, an average meeting can be clocked at approximately 2.0 hours. In addition to actual hours of meetings, one must take into consideration driving time to and from the meeting, as well as preparation and follow up time. Accordingly, a Member of the Town Council would be expected to attend committee meetings approximately 40 times per year, for an approximate cumulative meeting time of 80 hours (based on a 2.0 hour average). In addition, the travel, preparation, and follow up time must be taken into account.

8. Interviews with the Mayor, Deputy Mayor, and Councillors reveal that other than regular Council Meetings and Committee meetings, the persons in question dedicate many hours per year in furtherance of performing the tasks of their elected positions.

The hours so spent depend on the dedication and involvement of the individual in question. Such time, over and above the time spent referenced in paragraph 7 above, includes time spent on:

Remuneration bylaw and March 2007 report on compensation for council.
travel time to and from meetings

travel time and meeting with citizens, including the attendance of private functions and other visitations

time spent to prepare for regular meetings of Council and Committee meetings

time spent responding to citizen phone calls

time spent in meetings with other local, county, regional, provincial, and federal politicians

III FINANCIAL CONSIDERATIONS

9. Pursuant to the Income Tax Act, Section 81(3), elected officers of municipalities are allowed to exclude one third (1/3) of non accountable remuneration from taxable income.

For clarification, income eligible for such an exemption includes salaries (stipends), general expense allowances, and traveling allowances, including payments for mileage incurred, for which the elected officers of the Town receive an allowance, not by virtues of any duties and responsibilities they may be involved in, but rather, by virtues of the elected position they hold.

10. The Mayor, Deputy Mayor, and Councillors receive health and dental benefits. The monthly cost of such benefits, paid for by the Town, per recipient, is $393.95 for persons under the age of 65 years, and $440.95 for persons over the age of 65 years.

11. The Mayor, Deputy Mayor, and Councillors are supplied, gratis, with a laptop and Internet access.

12. There is no regular clerical assistance provided to the Mayor, Deputy Mayor, and Councillors.

13. The Mayor, Deputy Mayor, and Councillors are paid .42¢ per kilometer when using their personal vehicles for municipal business conducted outside of Town boundaries.

14. In 2003, the Town of Mono retained McDowall Associates to undertake a study of the compensation level for councillors and the Mayor of the Town of Mono. The terms of reference governing McDowall Associates stated in part — " ... to develop and recommend a new pay structure for the Mayor, Deputy Mayor, and Councillors in the Town of Mono ..."
15. This Committee has had an opportunity to consider and review the McDowall Associates report (the "McDowall Report"), and hereby advises and confirms that it is in agreement with the methodology utilized in the McDowall Report in arriving at its considerations, findings, and recommendations.

To be more precise, this Committee does not see a need to "re-invent the wheel", and accordingly chooses to rely on the McDowall Report to assist in the Committee's deliberations.

It is noted that the McDowall Report is a public document, and is available to any person making an appropriate request for same to the CAO/Clerk of the Town of Mono.

16. The McDowall Report was guided by and premised upon three underlying assumptions, namely:

- "That the compensation in 1992 was considered appropriate. Since there is no report available it is impossible to know how it was derived.
- That the relationship between the effort of the mayor and the effort of the councilors has not changed. Thus the Mayor's salary is 33% higher than that of Councilors (the deputy Mayor is 17% above Councilors). Again, there is no report so we assume that the ratio was considered correct in 1992.
- Tha (sic) that members of council contribute 15% to 30% of their time to civic matters with the Mayor and Deputy Mayor contributing proportionately more."

Based on these underlying assumptions, the following levels of compensation were found to be appropriate as at February 2003:

- Mayor - $16,700.00
- Deputy Mayor - $14,500.00
- Councillor - $12,500.00

In conclusion, the following recommendations were made.

1. That the salary of a councilor in the Town of Mono be increased to $12,500.
2. That the salary of the Deputy Mayor be raised to $14,500.
3. That the salary of the Mayor be raised to $16,700.
4. That 50% becomes effective immediately and that the remainder becomes effective at the commencement of the new council.
5. That council compensation be reviewed in the second year of each term and that it be increased by the increase in the CPI or by 3%, which ever is less."
17. Based on the recommendation of the McDowall Report, the stipends in effect for the Town as of November 2006 are:

<table>
<thead>
<tr>
<th>Role</th>
<th>Stipend</th>
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</thead>
<tbody>
<tr>
<td>Mayor</td>
<td>$17,500.00</td>
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<tr>
<td>Deputy Mayor</td>
<td>$15,255.00</td>
</tr>
<tr>
<td>Councillor</td>
<td>$13,130.00</td>
</tr>
</tbody>
</table>

18. In its deliberations, the Committee took into account the Final Report of the Council Remuneration Review Committee for the Township of Centre Wellington (November 2005).

19. Members of the Committee conducted interviews with the former Mayor, the current Mayor, the Deputy Mayor and Councillors of the Town. Committee members were guided in the interviews by the questions of a "General Questionnaire", a copy of which is appended as Schedule "A". The responses governed in the respective interviews assisted the Committee in its deliberations.

20. The Committee also finds it appropriate that increases in the Consumer Price Index be taken into consideration in assessing stipends applicable to Council remuneration for the Town of Mono.

IV CONCLUSIONS AND RECOMMENDATIONS

21. When dealing with elected representatives, it is difficult and challenging to recommend appropriate levels of compensation. This difficulty is amplified when dealing with a town covering approximately 109 square miles with a scattered population. The personal involvement of Council members is more pronounced in a rural setting where citizens are more likely to know Council members and accordingly contact them on local and personal matters. In other words, Council members have a high potential possibility of being contacted by citizens on local matters of personal concern. As well, travel requirements in the Town are extensive, in both good and adverse weather conditions. Such requirements not only infringe on a Council member's personal home environment, but as well impact vehicular use and the consequent wear and tear on personally owned vehicles.

22. In order to assist Council members, and the Chief Administrative Officer and the Director of Planning, the Committee recommends that Council consider the establishment of a position possibly designated as "Senior Assistant of Research and Development". The duties and responsibilities of the position would be more fully developed and established by the Chief Administrative Officer in consultation with Council, but should include:

   - assisting the individuals noted above with various issues that arise from time to time and require more intensive analysis and research.
when special issues and projects arise, assist the individuals noted above by searching out, and recommending the utilization / retention of the most qualified and reputable persons, not having any conflict of interest, to assist in the analysis of such special issues and projects.

23. The Committee recommends that the following travel allowance be implemented:

- For all Council members, an allowance of .42¢ per kilometer for use of personal vehicles in the Town of Mono. This allowance is capped at $300.00 per month.

- For all Council members, an allowance of .42¢ per kilometer for the use of personal vehicles for municipal business conducted outside of Town boundaries. Such vehicle use must be documented, and it does not have a cap.

24. The Committee recommends that the health and dental benefits, as outlined in paragraph 10, and the benefit outlined in paragraph 11, be continued, and reviewed on an annual basis over the next three years.

25. In view of the possible necessity of a Council member being contacted in connection with a serious situation or emergency, the Committee recommends that every Council member be supplied, at no cost to the Council member, with a cellular telephone. Such telephone is to be carried by a Council member at all times, and any service costs of the telephone related to the Town are to be paid for by the Town, upon proper documentation and explanation being submitted.

26. Based on the current stipends in effect (see paragraph 17), the Committee recommends that effective for 2007, Council compensation be increased by the increase in the Consumer Price Index or by 3%, whichever is less.

27. The Committee recommends that the proposed stipends are all inclusive, and that no further allowances are given to Council members attending for committee meetings, other than the travel allowance noted in paragraph 23 above.

28. The Committee further recommends that at a designated time each year over the next three years, Council compensation be reviewed, and adjusted, by the formula enunciated in paragraph 26 above.

29. Based on the current level of stipends, and the recommendations set out in paragraphs 26 and 28 above, the following grid outlines the maximum exposure to the Town for the next three years.

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<th></th>
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<th>2007</th>
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<td>$13,930.00</td>
<td>$14,348.00</td>
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</table>

Remuneration bylaw and March 2007 report on compensation for council.
For clarity, we recommend that the 2007 rates take effect on Monday, January 1, 2007.

The Committee submits this Report on Compensation in furtherance of its mandate as initially set out.

All of which is respectfully submitted.

Dated at the Town of Mono this 26th of March 2007.

____________________
Frederick R. von Veh, Q.C.
Chairman

____________________
Robert Burnside

____________________
Roy W. Craik

“Donald Woodley”

Donald Woodley

Remuneration bylaw and March 2007 report on compensation for council.
SCHEDULE "A"

GENERAL QUESTIONNAIRE
USED FOR DISCUSSIONS WITH THE FORMER MAYOR OF THE TOWN,
THE CURRENT MAYOR AND DEPUTY MAYOR,
AND COUNCILLORS, LAURA RYAN, KEN MCGEE AND JEAN CASTEL

1. In your opinion, to what degree is community spirit, community service, and volunteerism important in having candidates in the Town of Mono run for office.

2. In your opinion, is the current remuneration being offered to the Mayor, Deputy Mayor, and Councillors, sufficient in order to attract a variety of candidates to run for such offices.

3. Do you feel that you are (or have been) fairly compensated for your position on Council.

4. If the answer to the above is "no", then please explain in detail, and indicate at what level you feel the level of remuneration would be viewed as fair and equitable.

5. Based on an analysis of Town of Mono Council meetings in 2004, 2005, and 2006, on average there are approximately twenty (22) regular meetings held per year (on the second Tuesday of each month in the evening and on the fourth Tuesday of each month in the morning). It is our understanding that these meetings generally take between three and four hours. Do you agree with these numbers in relation to the time being devoted to such meetings?

6. In addition to the general meetings, there are from time to time special meetings which address specific pressing issues. In your experience, how many of such meetings have you attended over the past three years and generally, how many hours duration are such meetings. Please note that in 2006, there were three special meetings.

7. Approximately how much time do you spend preparing for Council meetings – regular or special.

8. In 2004, 2005, and 2006, please advise what Committees you served on and how many meetings of such Committees took place per year. Also advise approximately how many hours such meetings took and how much time was spent in preparing such meetings as well as any time spent after such meetings in conducting work emanating from such meetings.

9. In 2004, 2005, and 2006, please advise how many functions you attended on behalf of the Town of Mono. An approximate number of hours in attendance at such function would be helpful. Also advise the nature of some of such functions being attended.

Remuneration bylaw and March 2007 report on compensation for council.
10. Other than regular meetings, special meetings, committee meetings, and attending functions on behalf of the Town of Mono, please advise how many hours per week you generally devote to constituency work on behalf of the Town. Constituency work would include meeting with constituents, phone calls, attending private functions or visitations, etc.

11. Under the *Income Tax Act*, an elected official is entitled to an allowance of a quantifiable amount of monies which is not to be included in the computation of your income for any given year in which you are an elected member. Please advise if you have availed yourself of such an allowance. Also advise whether such an allowance is viewed by you as being part of your overall remuneration and involvement as an elected member for the Town.
Council requested information on how our procurement policies apply regarding the hiring of McDowell & Associates to conduct for the Town a Market Remuneration Study. A Pay Equity update may follow completion of the Market Study.

The Town’s procurement bylaw anticipates that there may be instances due to an emergency or other situations requiring the procurement of specialized goods or services, that exceptions may be made to a quotation or tendering process. Some examples given are engineers, solicitors and other municipal consultants. McDowell & Associates were the firm that conducted our last pay equity study. Since our study they have done various salary studies for other municipalities. Dufferin County, Town of Orangeville and the Town of Shelburne have all used this consultant recently. McDowell and Associates have acquired the local expertise and knowledge required to conduct our studies. Over time they have assembled the necessary database.

I would agree that Council may hire the firm of McDowell & Associates as an exception to the quotation process as they have the specialized knowledge of our employees to conduct the required studies.

Please contact me if you require additional information.

Memo from the Treasurer re market remuneration and pay equity study.
Town of Mono

From: Keith McNenly [keith@townofmono.com]
Sent: Friday, January 14, 2011 10:13 AM
To: Mono
Subject: Fwd: Central Dufferin Doctor Rec. Mtg.

----- Original Message ----- 
From: ken mcchee
To: Laura Ryan
Cc: Elaine Capes ; Bob Mitchell ; Fred Nix ; Keith McNenly
Sent: Thursday, January 13, 2011 4:13 PM
Subject: Central Dufferin Doctor Rec. Mtg.

I attended the mtg. called by Mayor Crewson, Shelburne, today. Also in attendance were
Mayor Mills, Mayor Hill and Deputy Mayor Kolodizchuck. It looks like we are to become
the new committee as the previous one, except for Mayor Crewson, is no longer in
existence.
If Council so wishes me to be its rep., I would request a motion as such at our next
mtg. through an agenda item.
Meetings with the Mel LLoyd Bd. and LHIN exec. are planned for the near future to
determine the focus on medical personnel recruitment.
Thanks.
Ken

1/14/2011

Appointment of a council representative to the Central Dufferin Physician Recruitment Committee.
Town of Mono

From: Les Halucha [les@townofmono.com]
Sent: Thursday, January 13, 2011 3:25 PM
To: 'Town of Mono'
Subject: FW: Office Space -

From: Kathy Stranks [mailto:KStranks@trca.on.ca] On Behalf Of Brian Denney
Sent: Tuesday, January 11, 2011 3:24 PM
To: keith@townofmono.com; les@townofmono.com
Subject: Office Space

Please see attached letter and briefing note for your consideration in regard to TRCA’s Project for Acquisition of Office Space. Please contact me if you have any questions or concerns.

Brian Denney
Chief Administrative Officer
Toronto and Region Conservation
5 Shoreham Drive
Downsview, ON M3N 1S4
Tel: 416-667-6290
Fax: 416-667-6270
Email: bdenney@trca.on.ca
http://www.trca.on.ca/

1/13/2011

Email from the Toronto Region Conservation Area re project for the acquisition of office space.
(Confidential documents included).
Town of Mono
347209 Mono Centre Road
R.R.#1 Orangeville, Ontario L9W 2Y8

TOWN OF MONO
EXPENDITURE BY DEPARTMENT SUMMARY
for the period December 31st, 2010, January 1-18, 2011

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<th>Amount</th>
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<td>Developer Accounts &amp; Liabilities</td>
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<td>Reserves</td>
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<td>Tax Refunds of Overpayments</td>
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<td>School Boards/County Installments</td>
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<td>Council</td>
<td>$34,158.64</td>
</tr>
<tr>
<td>MEDSAC</td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>$40,280.00</td>
</tr>
<tr>
<td>Fire Department</td>
<td></td>
</tr>
<tr>
<td>Bylaw Enforcement &amp; Animal Control</td>
<td>$805.41</td>
</tr>
<tr>
<td>Conservation Authorities</td>
<td></td>
</tr>
<tr>
<td>Heritage Committee (LACAC)</td>
<td></td>
</tr>
<tr>
<td>Policing</td>
<td>$86,585.34</td>
</tr>
<tr>
<td>Transportation System (Roads)</td>
<td>$34,916.64</td>
</tr>
<tr>
<td>Roads Capital - Construction</td>
<td>$53,218.45</td>
</tr>
<tr>
<td>Waterworks</td>
<td>$9,675.53</td>
</tr>
<tr>
<td>Waste Management</td>
<td>$28,859.48</td>
</tr>
<tr>
<td>Cemetery</td>
<td></td>
</tr>
<tr>
<td>Parks &amp; Recreation</td>
<td>$9,589.45</td>
</tr>
<tr>
<td>Library</td>
<td>$1,867.50</td>
</tr>
<tr>
<td>Planning &amp; Zoning</td>
<td>$14,655.42</td>
</tr>
<tr>
<td>Reforestation</td>
<td></td>
</tr>
<tr>
<td>Total Accounts Payments</td>
<td>$347,950.83</td>
</tr>
<tr>
<td>Payroll Payments Jan 6/11</td>
<td>$62,618.16</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$410,568.99</strong></td>
</tr>
</tbody>
</table>

Accounts certified correct

Treasurer

The Treasurer of the Town of Mono is hereby authorized to issue cheques in payment of accounts certified correct, as listed above.

Mayor

Telephone: (519)941-3599  Fax: (519)941-9490  E-mail: mono@townofmono.com  Web site: www.townofmono.com
January 14, 2011

Dear Mayor and Council Members,

Mono Amaranth Public School is holding its annual Spring Fling on May 7th, 2011. We would like to invite you to participate in this family and community event that runs from 10am to 2pm. The school is full of activities for the kids such as crafts, sports and games. We also have a silent auction, a bake sale and BBQ.

This event raises funds that will be used for the enrichment of the school life for the students at the school. The Parent Council allocates these funds toward art and science programs, music programs and class trips. In addition, this year we allocated monies to sports equipment, classroom technology, and library resources.

It would be great to have your support as a volunteer for one of our activities or with a contribution to our silent auction. Of course you are welcome to stay all day and partake in the festivities too!

I appreciate your consideration of our request. I respectfully wait for your response.

Sincerely,

Cathy Moran
On behalf of the Spring Fling Volunteers and the Parent Council

Contact: Cathy-moran@hotmail.com or Cathy at 519-942-1912 or mail to:

Mono-Amaranth Public School
246303 County Road 7
Orangeville, On
L9W 2Y8

Mono-Amaranth Public School re annual Spring Fling.
Dear Mr. Van Dyk:

Re: the restoration of the wetland at
387124 20th Sideroad
Lot 20, Concession 1
Town of Mono, County of Dufferin

The Nottawasaga Valley Conservation Authority (NVCA) provides the following comments in accordance with the Conservation Authorities Act:

The subject property is completely regulated by the Conservation Authority under the Conservation Authorities Act. For any development, interference with wetlands and alterations to shorelines and watercourses in a regulated area, an approval for the works may be required from the NVCA under the Conservation Authorities Act prior to the work commencing on site. Approvals from other agencies such as Dufferin County and the Town of Mono may also be required.

Further to the NVCA’s letters of July 12, 2010 and August 6, 2010 a site inspection was conducted on November 15, 2010 to ensure that restoration of the wetland area had taken place. Based on our site visit it was observed that the requested trees and shrubs had been planted in the wetland area. As discussed on site, a wetland planting mix will be re-applied if required in the spring. The Nottawasaga Valley Conservation Authority therefore has no further concerns with the work that has taken place on site.

Please note that this letter does not exempt you from getting approvals for future work on site. Should you have any further questions, please do not hesitate to contact the undersigned at extension 238.

Sincerely,

[Signature]
Leslie Rich, MES
Environmental Officer

Copy: Town of Mono- Planning/Building Department
File (1)

NVCA to Derek Van Dyk re the restoration of wetland at Lot 20 Con 1.
This meeting was held at 5.30 following the decorating of Wayne Reid’s tree with Christmas ornaments and bird treats.

Present: Kirsten Ball, Paul Bates, Sally Ker, D-J Needles, Kent Rawson, Jack Slater, Laura Ryan

Regrets: Peter King

Jack Slater in the Chair

The minutes of the October Meeting were adopted as circulated. Moved by Kent, seconded by Sally CARRIED

Paul reported on the brochure. He has the pictures and the mechanical work is done. The digital map is needed, and Sally will look for it. Jack will scan it. We will then be ready to add captions to pictures.

Barn Survey – The Reid barn has already been surveyed. The bars of John Riley and the Kennedy barn have been postponed till better weather. Sally will provide an article to Rob Laverty – this article to be approved by the committee

On the Walking Tour from Corridor E – the west side has been designated. The East side has been widened.

Janet Slater and Sally Ker have been enrolled as Associate Members – Sally is resigning from the committee as of December.

Mandate – The Chair should rotate every year.

The Secretary should rotate every year.

Those wishing to stay on this committee should send their applications to Jackie by December 14th. The secretary will send out reminders.

Regarding the designation of the School House on Highway 89 at the 7th Line – Kent will contact Ron Little.

Work on the data base is continuing.

Winterfest is to be held the third weekend in January (Sat 15th.) We should provide sticky dots of various colours to apply to map. Laura can perhaps find such a map at the office or Jack perhaps has one on a board. It was agreed that it was not necessary to set up the barn board in view of the time and effort this requires. We will have the easel and the whirligig instead. If there is the opportunity, Kirsten will mark on the map the sites of the various pictures.

The meeting was adjourned at 6:53

Next meeting – January 24th, at the Town Office, 7.30 pm
This meeting was held at 5.30 following the decorating of Wayne Reid’s tree with Christmas ornaments and bird treats.

Present : Kirsten Ball, Paul Bates, Sally Ker, D-J Needles, Kent Rawson, Jack Slater, Laura Ryan

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The meeting was adjourned at 6:53

Next meeting – January 24th, at the Town Office, 7.30 pm

Shelburne Public Library board minutes, November 16, 2010.
### Municipality: Mono

<table>
<thead>
<tr>
<th>PermitID</th>
<th>Applicant</th>
<th>Issued</th>
<th>Value</th>
<th>Work Description</th>
<th>Stat. Can.</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>B-125-10-0450</td>
<td>AMBOSE WAYNE</td>
<td>12/13/2010</td>
<td>$12,000.00</td>
<td>Accessory Building</td>
<td>OUT BLDG A</td>
<td>$325.00</td>
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<tr>
<td>B-151-10-0447</td>
<td>HICKLEY VALLEY RESO</td>
<td>12/5/2010</td>
<td>$10,000.00</td>
<td>Interior Renovations</td>
<td>COMM B</td>
<td>$697.00</td>
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<tr>
<td>B-153-10-0453</td>
<td>ARAGON (HICKLEY) DEV</td>
<td>12/13/2010</td>
<td>$140,000.00</td>
<td>Dwelling Unit</td>
<td>RES A</td>
<td>$1,712.12</td>
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<tr>
<td>B-154-10-0454S</td>
<td>THOMPSON JOHN EDWA</td>
<td>12/14/2010</td>
<td>$5,000.00</td>
<td>Replace Sewage Disposal System</td>
<td>SEPTIC</td>
<td>$600.00</td>
</tr>
</tbody>
</table>

**Sum**: $168,000.00

---

Received: JAN 7 2011

TOWN OF MONO
## County of Dufferin - Building Department

### Report for the Year January 1 to December 31, 2010

#### BUILDING PERMITS

<table>
<thead>
<tr>
<th></th>
<th>Residential A</th>
<th>Commercial A</th>
<th>Industrial A</th>
<th>Agricultural A</th>
<th>Institutional A</th>
<th>Outbuildings A</th>
<th>Pools</th>
<th>Septics</th>
<th># of Permits</th>
<th>Estimated Value</th>
<th>Permit Fees</th>
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<tr>
<td></td>
<td>A</td>
<td>B</td>
<td>A</td>
<td>B</td>
<td>A</td>
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<td>A</td>
<td>B</td>
<td>A</td>
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<td>Pools</td>
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<td>Amaranth</td>
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<td>0</td>
<td>9</td>
<td>4</td>
<td>1</td>
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</tr>
<tr>
<td>East Garafraxa</td>
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<td>12</td>
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<td>0</td>
<td>0</td>
<td>3</td>
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<td>0</td>
<td>1</td>
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<td>East Luther</td>
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<td>6</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Grand Valley</td>
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<td>12</td>
<td>8</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>12</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Melancthon</td>
<td>(2)</td>
<td>12</td>
<td>8</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
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<td>0</td>
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<td>Mono</td>
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<td>12</td>
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<td>0</td>
<td>9</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Mulmur</td>
<td>(9)</td>
<td>8</td>
<td>16</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>3</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>14</td>
</tr>
<tr>
<td>Shelburne</td>
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<td>4</td>
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<td>0</td>
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<td>2</td>
</tr>
<tr>
<td>TOTALS</td>
<td>116</td>
<td>114</td>
<td>4</td>
<td>24</td>
<td>1</td>
<td>2</td>
<td>47</td>
<td>9</td>
<td>6</td>
<td>3</td>
<td>74</td>
</tr>
</tbody>
</table>

A Columns - New Buildings
B Columns - Additions / Alterations to Existing Building
Outbuildings - Garages, Carports, Storage Sheds, Etc...
(#) Demolition Permits

- UNADJUSTED -
Letter from Michael Lang re salaries.

RE: Mono 6% staff pay raise

It is with regret and disappointment I write to express my displeasure that you, along with deputy-mayor McGhee, and councillor Nix voted in favour of a 6% across-the-board pay increase for Mono staff.

We live in times of fiscal restraint where zero wage increases and in some cases wage roll backs are the norm.

As a long time permanent resident of Mono, I request that you and your elected officials roll back the 6% raise to something more reasonable and palatable to the Mono rate payers.

I further request that you and your council consider sub-contracting the duties of some Mono departments.

Thank you

Yours truly,

Michael Lang

cc: Orangeville Citizen
    The Banner
MONO SUSTAINABILITY ADVISORY COMMITTEE

Minutes from meeting at the Town Office at 9:00 am on January 12th, 2011

Present – Ball, Bernardi, Castel, Kipps, Kroeker, Lansing, Manktelow, Martin, Mitchell

Regrets – Burbidge

Approval of Agenda – moved Manktelow; seconded Bernardi; unanimous

Disclosure of Pecuniary Interests – none

Minutes of Previous Meeting – email 11/18; moved Burbidge; seconded Castel; approved Ball, Burbidge, Castel, Emblin and Lansing

Public Question Period – none

Delegations – none

Unfinished Business – none

New Business

a) Each member introduced themselves and gave a brief Bio on their background and experience

b) The Terms of Reference were reviewed and discussed

c) It was agreed that meetings for the 2011/2012 session will be held on the second Thursday of the month at 7:00 a.m. and, during pending snowstorm, the Chair will advise members by 3 p.m. the day before that the meeting will be moved to the first available “no snow” day.

d) Paul Lansing was elected Chair for the 2011/2012 – moved Castel; seconded Kipps; unanimous

e) A 3 to 5 minute background and discussion session was held on each of the following:

   Community Long Term Energy Plan … Greenbelt … Highspeed Internet … Horse Farm Taxes …
   Election Procedure … Septic Re-inspection … Dufferin Eco Energy Park … Environmentally
   Sensitive Life Style Guidelines for Mono Citizens … Consider recommendation to Council on the
   development and potential Terms of Reference for an Arts and Culture Committee or Department

   It was agreed that each member would assess these topics and be prepared to work at the next
   meeting on prioritizing them and determining when each should be worked on and whether it will be
   done as part of the Committee as a whole or within sub-committees.

New Items for the Agenda – none

In Camera Items – none

Schedule Next Meeting – February 10th, 7 a.m.

Adjournment – 11:07 a.m. moved Mitchell; seconded Kroeker; unanimous
TO: Mayor Ryan and Members of Council

FROM: Keith McNenly, CAO/Clerk

DATE: January 13, 2011

REPORT: Accessibility Report 2010 Municipal Election

PURPOSE:
The purpose of this report is to comply with Section 12.1 of the Municipal Elections Act regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

BACKGROUND AND DISCUSSION:
A new requirement for the 2010 Municipal Election is that the Clerk, within 90 days after voting day, shall submit a report to Council pertaining to the identification, removal and prevention of barriers that affect electors and candidates with disabilities. Accessibility was a major consideration during every aspect of the election, and the attached appendix indicates actions taken to make the voting process more inclusive.

FINANCIAL IMPACT
There is no financial impact.

VISION AND VALUES
This report is to comply with Provincial legislation.

RECOMMENDATION
That Council hereby receive the report and appendix.

Keith J. McNenly, AMCT
CAO/Clerk

Accessibility report on 2010 election.
APPENDIX 2010 ACCESSIBLE ELECTIONS ACTIONS/INITIATIVE REPORT

**Identification Removal and Prevention of Barriers:**

*Municipal election processes, practices and procedures were reviewed to ensure an accessible election through appropriate actions and initiatives.*

<table>
<thead>
<tr>
<th>Actions/initiatives</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Post all election information to the Town website as it becomes available in clear, simple language. Post all notices at the Town office and in the local newspaper.</td>
<td>Permitted candidates and electors to access information anywhere internet access was available. Notices were posted in the local newspapers.</td>
</tr>
<tr>
<td>Provide resource material to candidates and / or link on the Town website re: Accessible Elections - Candidates Guide to Accessible Elections (produced by the Association of Municipal Managers, Clerk’s and Treasurer’s of Ontario and the Province of Ontario)</td>
<td>Provided candidates with guide when filed Nomination Papers and / or link to the guide on the Town website.</td>
</tr>
<tr>
<td>Establish a separate website page to be dedicated to the 2010 Town municipal election.</td>
<td>Town accessibility website information provided Customer Feedback Form to receive feedback on accessibility initiatives. Customer Feedback Forms are also available at the Town office. No forms have been submitted to date. It also assisted in educating electors of the voting method and assistance available.</td>
</tr>
<tr>
<td>Provide information relating to Accessible Customer Service.</td>
<td>Town Accessible Customer Service Policy and Town Accessibility Policy provided with links to additional resources.</td>
</tr>
<tr>
<td>Provide alternative format documents and forms that take into account a person’s disability i.e. large print to assist visually impaired.</td>
<td>Documents and forms were available to candidates and electors in alternative formats upon request and in a manner that was mutually agreed upon. Notice of availability of documents is provided on the Town website page and at the Town office. None were requested.</td>
</tr>
<tr>
<td>Provide resource material to candidates and / or link on the Town website re: Candidate campaign expenses and changes to the Municipal Elections Act for the same - The Municipal Elections 2010 Guide (produced by the Province of Ontario) and links to additional resources.</td>
<td>Provided candidates with guide with Nomination Papers and / or link to the guide on the Town website. Permitted candidates access to information anywhere internet access was available.</td>
</tr>
<tr>
<td>Provide ability to confirm that electors name is on the voters list</td>
<td>Electors were able to confirm by telephone, by email or by attending the Town office.</td>
</tr>
<tr>
<td>Actions/Initiatives</td>
<td>Comments</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Provide copies of the voters list to candidates upon written request.</td>
<td>Copy of the voters list was provided to a candidate, upon written request, in paper copy, in electronic copy, or in both formats.</td>
</tr>
<tr>
<td>Provide Candidate Information Sessions relating to the Municipal Elections.</td>
<td>Two candidate information sessions were provided to potential candidates and candidates at the County of Dufferin, an accessible facility:</td>
</tr>
<tr>
<td></td>
<td>- 2010 Municipal Election – Election Finances, including accessible elections.</td>
</tr>
<tr>
<td>Provide an alternative voting method - Vote By Mail.</td>
<td>The Town has used the alternative voting method of vote by mail for the 2006 and 2010 municipal elections. The Town previously recognized the</td>
</tr>
<tr>
<td></td>
<td>benefits of vote by mail as it allows Town electors and non-resident electors to vote more easily; it is more convenient and accessible for</td>
</tr>
<tr>
<td></td>
<td>electors to vote from their own home and it eliminates the need for voting proxies, advance poll voting and voting places, and it provides</td>
</tr>
<tr>
<td></td>
<td>electors with an extended period of time to vote.</td>
</tr>
<tr>
<td></td>
<td>A Voter Kit is provided to every person who qualifies to be an elector. The Voter Kit is either mailed directly to each elector or provided</td>
</tr>
<tr>
<td></td>
<td>directly at the Ballot Drop Off Centre/Revision Centre which is a fully accessible facility.</td>
</tr>
<tr>
<td>Provide instruction on voting method.</td>
<td>The Voter Kit included the following:</td>
</tr>
<tr>
<td></td>
<td>- An outer envelope to mail the voter kit (White)</td>
</tr>
<tr>
<td></td>
<td>- A voting instruction sheet and voter declaration form</td>
</tr>
<tr>
<td></td>
<td>- A composite ballot</td>
</tr>
<tr>
<td></td>
<td>- An outer return envelope (Yellow)</td>
</tr>
<tr>
<td></td>
<td>- An inner ballot secrecy envelope (White)</td>
</tr>
<tr>
<td></td>
<td>- Bilingual Voter Kits were provided to electors entitled to vote for French Language School Board Trustees.</td>
</tr>
<tr>
<td></td>
<td>- Instructions on How to Vote By Mail was posted on the Town website page and posted at the Town office.</td>
</tr>
<tr>
<td>Provide an accessible Ballot Drop Off Centre, Revision Centre, and Counting Centre at the Town office.</td>
<td>The Ballot Drop Off Centre, Revision Centre and Counting Centre were all held at the Town office. The Town office parking lot has an</td>
</tr>
<tr>
<td></td>
<td>accessible parking space with the International Symbol of Accessibility. The parking space is level and firm. The route from the parking</td>
</tr>
<tr>
<td></td>
<td>space to the accessible</td>
</tr>
<tr>
<td><strong>Actions/initiatives</strong></td>
<td><strong>Comments</strong></td>
</tr>
<tr>
<td>------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>entrance is clear. The accessible entrance has automatic door openers with accessible washrooms. The office has an accessible elevator. Lighting is provided on the outside of the building and in the parking lot for attendance in the evening. Curb side assistance was also permitted, if needed. The International Symbol of Accessibility is used throughout the office. Seats are available for people to rest, if needed. Adequate lighting is provided inside the office and handrails where required.</td>
<td></td>
</tr>
<tr>
<td>Provide extended hours for the Ballot Drop Off Centre, Revision Centre.</td>
<td>Extended hours for the Ballot Drop Off Centre, Revision Centre was provided on October 25, 2010 as the office remained open from 8:30 a.m. until 8:00 p.m.</td>
</tr>
<tr>
<td>Supplies to assist visually impaired at the Ballot Drop Off Centre, Revision Centre, Vote Counting Centre.</td>
<td>Magnifier sheets were available at the Town office to assist a person with low vision. Copies of ballots in larger font to be made available upon request.</td>
</tr>
<tr>
<td>Provide ability for a support person, a friend or the Deputy Returning Officer to assist an elector with disabilities at the Ballot Drop Off Centre, Revision Centre.</td>
<td>The process for an elector assisted by a support person, a friend or a Deputy Returning Officer was available at the Ballot Drop Off Centre, Revision Centre. The support person or friend would take an Oral Oath of Secrecy. All Deputy Returning Officers are sworn to an Oath of Secrecy.</td>
</tr>
<tr>
<td>Appropriate signage to be located at the Ballot Drop Off Centre, Revision Centre.</td>
<td>Election signage was clearly marked in large font at the entrance of the Town office throughout the election process.</td>
</tr>
<tr>
<td>Allow for use of service animals and support persons at the Ballot Drop Off Centre, Revision Centre, Central Vote Counting Centre.</td>
<td>Service animals and support persons are allowed pursuant to Town Accessible Customer Service Policy.</td>
</tr>
<tr>
<td>Provide Accessible Customer Service training to election staff.</td>
<td>All election staff has received Accessible Customer Service training</td>
</tr>
</tbody>
</table>

**CONCLUSION:**

Significant improvements have been made in regard to accessible elections. The principles of policies, practices and procedures must respect the dignity and independence of the electors and the election process should ensure that the policies, practices and procedures are consistent with the core principles of independence, dignity, integration and equality of opportunity. Ensuring that electors and candidates with disabilities are able to participate in the election process is essential. Regard for accessible voting systems and site access requirements are necessary. Looking forward, the Town and their staff must be vigilant and continue their efforts to review, address and improve the process, including addressing some minor website issues.