



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

AGENDA

Monday, November 28, 2022, 9:30 a.m.
Council Chambers
1925 Bruce Road 10, Chesley, ON

Pages

1. Call to Order
2. Mayor's Announcements (If Required)
Chesley Santa Claus Parade - December 2nd @ 7:00 p.m.
Tara Santa Claus Parade - December 3rd @ 7:00 p.m.
3. Adoption of Agenda
4. Disclosures of Pecuniary Interest and General Nature Thereof
5. Unfinished Business
6. Minutes of Previous Meetings
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8. Minutes of Sub-Committee Meetings
 - 8.1. Multi-Municipal Wind Turbine Working Group September 8, 2022 Approved Minutes 22
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18. Closed Session (if required)

Advice that is subject to solicitor-client privilege, including communications necessary for that purpose; Litigation update with Andrew Loucks

19. Resolution to Reconvene in Open Session

20. Adoption of Recommendations Arising from Closed Session (If Any)

21. Adoption of Closed Session Minutes

22. Confirming By-law

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December 12, 2022

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MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

MINUTES

Meeting No. 24-2022

Tuesday, October 11, 2022, 9:00 a.m.

Council Chambers and via Teleconference

1925 Bruce Road 10, Chesley, ON

Council Present:	Mayor Steve Hammell Deputy Mayor Mark Davis Councillor Doug Bell Councillor Brian Dudgeon - Present Electronically Councillor Melissa Kanmacher Councillor Ryan Greig Councillor Ryan Nickason
Staff Present:	Sylvia Kirkwood - CAO Christine Fraser-McDonald - Clerk Julie Hamilton - Deputy Clerk Scott McLeod - Public Works Manager - Present Electronically Tracey Neifer - Treasurer Carly Steinhoff - Recreation Manager Pat Johnston - Chief Building Official - Present Electronically Steve Tiernan - Fire Chief

1. Call to Order

Mayor Hammell called the meeting to order at 9:00 am. A quorum was present.

2. Mayor's Announcements (If Required)

The Mayor made the following announcements:

The eSCRIBE webcasting system is being tested today.

He thanked Council for their service during the past four-year term.

Doug Crawford has retired from the Recreation Department after 18 years of service.

Len Phillippi placed 4th at the AORS Provincial Roadeo.

The Big Bruce Commemorative Plaque will be unveiled at noon today in front of the Municipal Office.

The Municipal Election will be held on October 24th 2022.

3. Adoption of Agenda

Council passed the following resolution:

300-24-2022

Moved by: Councillor Greig

Seconded by: Councillor Kanmacher

Be It Resolved that the agenda for the Council Meeting of Tuesday, October 11, 2022 be received and adopted, as distributed by the Clerk.

Carried

4. Disclosures of Pecuniary Interest and General Nature Thereof

None.

5. Unfinished Business

None.

6. Minutes of Previous Meetings

6.1 September 26, 2022 Regular Council Minutes

Council passed the following resolution:

301-24-2022

Moved by: Councillor Bell

Seconded by: Deputy Mayor Davis

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held September 26, 2022.

Carried

6.2 September 30, 2022 Special Council Minutes

Council passed the following resolution:

302-24-2022

Moved by: Councillor Greig

Seconded by: Deputy Mayor Davis

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Special Council Session held September 30, 2022.

Carried

7. Business Arising from the Minutes

None.

8. Minutes of Sub-Committee Meetings

8.1 MMWTWG Minutes - June 9 2022

Council passed the following resolution:

303-24-2022

Moved by: Councillor Bell

Seconded by: Deputy Mayor Davis

Be It Resolved that the Council of the Municipality of Arran-Elderslie receives the minutes of the MMWTWG Meeting held June 9, 2022 ,for information purposes.

Carried

8.2 Joint Health and Safety Committee Minutes

Council passed the following resolution:

304-22-2022

Moved by: Councillor Greig

Seconded by: Councillor Nickason

Be It Resolved that Council receives the Health and Safety Committee Minutes of March 31, June 15 and July 18, 2022 for information purposes.

Carried

9. Public Meeting(s)

9.1 1-2022-078 Zoning Bylaw Amendment - Rundle

Mayor Steve Hammell called the public meeting to order at 9:07 a.m. He stated that the purpose of the public meeting was to consider a proposed Zoning By-law Amendment Z-2022-078 for Rundle.

Megan Stansfield, Planner for the County of Bruce, attended the meeting. The purpose of this application is to facilitate a surplus farm dwelling severance of a 0.77 hectare lot. A Zoning By-Law Amendment is required to rezone the lands from General Agriculture (A1) and Environmental Protection (EP) to General Agriculture Special (A1-60-2022) and General

Agriculture Special with holding provision (A1-60-2022-H) to prevent the development of a future dwelling for the retained farm parcel. The holding provision is applicable to the lands considered to have high archaeological potential abutting the watercourse. The Environmental Protection (EP) zone will remain unchanged.

Ms. Stansfield reviewed the Staff Report with Members of Council.

Comments were received from the following agencies:

- Municipality of Arran-Elderslie: no objections; \$500 parkland dedication fee for the creation of a residential lot (condition of consent)
- Grey Sauble Conservation Authority: No objections

The Mayor asked Members of Council if they had any questions.

There were no questions from Members of Council.

The Mayor asked if the applicant or agent were present and wished to make a submission.

Jane Rundle was present on behalf of the applicant and addressed Council regarding the application.

The Mayor asked if any members of the public wished to make a submission either in favour or opposed to the proposed application. No public submissions were made.

The Clerk confirmed that no written submissions had been received in relation to the application.

Members of Council and the public were provided a final opportunity for questions prior to the closing of the public meeting.

No further questions were raised and the Mayor declared the public meeting closed at 9:14 a.m.

Subsequent to further discussion, Council passed the following resolution:

305-24-2022

Moved by: Councillor Greig

Seconded by: Deputy Mayor Davis

That Council approve Zoning By-law Amendment Z-2022-078 by Applicant as attached and the necessary by-law be forwarded to Council for adoption.

Carried

10. Delegations/Presentations

None.

11. Correspondence

11.1 Requiring Action

11.1.1 Invermay Bridge - Tara Rotary Club

Subsequent to further discussion, Council passed the following resolution:

306-24-2022

Moved by: Councillor Nickason

Seconded by: Councillor Bell

Be it Resolved that Council hereby,

1. Receives the letter from Tara Rotary Clubs regarding Concession 6, Arran Bridge; and
2. Directs Staff to forward the letter provided to the Municipality by the Rotary Club to the appropriate County Staff; and
3. That the Municipality work with the Tara Rotary Club and Bruce County to determine the project potential; and
4. That a report be brought back to Arran-Elderslie Council.

Carried

11.2 For Information

Council passed the following resolution:

308-24-2022

Moved by: Councillor Bell

Seconded by: Councillor Kanmacher

Be It Resolved that the Council of the Municipality of Arran-Elderslie receives, notes, and files correspondence on the Council Agenda for information purposes.

Carried

11.2.1 Letter from The Honourable Steve Clark, Minister of Municipal Affairs and Housing Re: Public Consultation in the Land Use Planning Process

11.2.2 Grey Sauble Conservation Authority Board Minutes - August 24, 2022

11.2.3 Correspondence from Minister Steve Clark MMAH

11.2.4 Letter from The Friends of the Walkerton and Chesley Hospitals

Council discussed the Letter from the Friends of the Walkerton and Chesley Hospitals.

There are growing concerns regarding the ongoing closures of the local emergency departments and the Friends believe that it is time for a fresh approach to the governance of the hospital with a new board that is more representative of the population served and accountable to that population via appointment by the respective municipal councils.

Subsequent to further discussion, Council passed the following resolutions:

307-24-2022

Moved by: Deputy Mayor Davis

Seconded by: Councillor Bell

Be it Resolved that Council hereby,

1. Supports in principle the correspondence from The Friends of the Walkerton and Chesley Hospitals; and
2. Directs Staff to prepare a letter to the Minister of Health and copy MPP Thompson and Byers as well as appropriate municipalities related to the concerns raised in the correspondence; and
3. Provide a report back to Council on the findings.

Carried

12. Staff Reports

12.1 CAO/Clerks

12.1.1 CAO Verbal Update

CAO, Sylvia Kirkwood reported the following:

The Clerk's Department will be distributing some additional information to residents regarding the election this week.

Staff will be bringing forward an updated Work Plan.

Works Manager, Scott McLeod and CAO Sylvia Kirkwood attended a meeting with Lallemand. There have been no further odour complaints and staff continue to work with Lallemand to ensure requirements are being met.

There is a meeting with Chesley Place this afternoon to address concerns.

A new location has been determined for the Tara Splashpad within the same greenspace area that is in keeping with the recreation master plan.

Facilities and Recreation Manager Carly Steinhoff is continuing to work with the contractor for the elevator upgrades at the Municipal Office and Paisley Arena.

12.2 Finance

12.2.1 SRFIN.22.23 Financial Update, August 31, 2022

Treasurer, Tracey Neifer, responded to questions from Members of Council.

This report was provided to Council for information purposes.

12.3 Public Works

12.3.1 SRW.22.31 Tyndall and Simpson Municipal Drain Spot Clean-out

Works Manager, Scott McLeod responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

309-24-2022

Moved by: Councillor Nickason

Seconded by: Councillor Greig

Be It Resolved that Council hereby:

1. Authorize Faust Construction Inc. to complete spot clean-outs on the Tyndall and Simpson Municipal Drains based on the Drainage Superintendent recommendations,
2. Authorize the initial payments be removed from the Tile Drainage account # 01-7610-4300, and
3. That the purchase be exempt from Section 4.6 of the Procurement Policy requiring three (3) written competitive quotes.

Carried

12.3.2 SRW.22.32 Award Blade Purchase

Works Manager, Scott McLeod responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

310-24-2022

Moved by: Councillor Bell

Seconded by: Councillor Nickason

Be It Resolved that Council hereby:

1. Approve the purchase of snowplow blades from White's Wearparts Ltd. in the amount of \$9,393.66 plus HST and that the purchase be financed from Transportation – Vehicles account #01-2518-4322.

Carried

12.4 Building/Bylaw

12.5 Facilities, Parks and Recreation

Facilities and Recreation Manager Carly Steinhoff announced the retirement of Doug Crawford from the Recreation Department after 18 years of service and congratulated Joel McAllister on his new role as the Lead Recreation Attendant in Paisley.

12.5.1 VON Agreement - Tara Arena Fee Waiver - Verbal

Recreation Manager, Carly Steinhoff, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

311-24-2022

Moved by: Councillor Greig

Seconded by: Councillor Nickason

Be it Resolved that Council hereby,

1. Authorizes the execution of an agreement between the Municipality of Arran-Elderslie and the Victorian Order of Nurses for Canada - Ontario Branch; and

2. Approves the waiver of fees associated with the use of the space at the Tara arena for the VON SMART exercise program for the term of the agreement, October 17, 2022 to September 30, 2024; and
3. That funds from 01-7410-5660 - Donations be used for the 2022 fees waiver of 131.53 per month, and subsequent years in accordance with the annual fees and charges bylaw.

Carried

12.5.2 Where the Rivers Meet - Use of Space Fee Waiver

Members of Council discussed the request from the Where the Rivers Meet Initiative. They have received federal grant funding that could be used to cover the rental cost.

Council noted and filed the request and no further action was taken.

12.6 Emergency Services

Fire Chief Steve Tiernan advised that it is Fire Prevention Week and there will be open houses and media blitzes to get the word out.

12.7 Economic Development and Planning

12.7.1 Staff Recommendation Report - Dreamaker Campground

Planning staff advised Council at the Public Meeting, which was held on was held on July 11, 2022, that confirmation of adequate septic capacity was required prior to making a recommendation on the proposed Zoning Amendment.

Senior Planner, Daniel Kingsbury, advised Council that information was recently provided by the septic installer that demonstrates the onsite sewage system is of sufficient capacity for 168 campsites, including one cabin. A related County Official Plan Amendment (File # C2022-007) seeking to re-designate a portion of the lands to recognize the existing campground was approved by Bruce County Council on August 11.

Subsequent to further discussion, Council passed the following resolution:

315-24-2022

Moved by: Councillor Greig

Seconded by: Deputy Mayor Davis

That Council approve Zoning By-law Amendment Z-2022-061 and the necessary by-law be presented to Council for adoption.

Carried

13. Notice of Motion

14. Members Updates

Davis:

Deputy Mayor Davis noted that he has heard that the public is generally happy with the work this Council had completed during the past four year term. He noted that it important for the new Council continue to address the critical issues such as the Chesley Hospital situation.

Bell:

Councillor Bell noted that paving has been completed. There is a Chesley Emergency Room meeting on October 18th and upcoming SMART and MMWTWG meetings.

Dudgeon:

Councillor Dudgeon thanked Staff and Council for the past four years.

Greig:

Councillor Greig will attend the firehall open house in Tara. He attended the Tara Curling Club 1st Chili Cookoff event. The Tara Craft Festival is on this weekend and then the ice will be put in in Tara. He thanked Council for the work completed during the past four year term.

Kanmacher:

Councillor Kanmacher participated in an event at the townhall with the Ryerson Students and Placemaking Group and had an interview with them the next day. She attended a We Care meeting. The Youth Council has now been branded to be the Grey Bruce Youth Council. There are still a number of complaints regarding the bridge detour. Ken Thornburn has completed his Paisley colouring book. She noted that the dog park committee has stalled at this time.

Nickason:

Councillor Nickason will be attending the upcoming BASWRA meeting.

Hammell:

Mayor Hammell was a jury member for the Paisley Artscape Society murals. He attended the interview with the Ryerson students in Paisley and attended the Splashpad Walk through in Tara. He has been getting lots of feedback on the negative situation of the local hospital. He thanked both Councillor Kanmacher and Councillor Bell for their service.

15. New Business

15.1 Formal Invitation to Board Members for the South Bruce Grey Health Centre.

Council passed the following resolution:

316-24-2022

Moved by: Councillor Bell

Seconded by: Deputy Mayor Davis

Be It Resolved that the Council of the Municipality of Arran-Elderslie kindly request that the Board Members of South Bruce Grey Health Centre attend the Public Meeting being arranged for October 18th at 7pm at the Chesley Community Centre regarding the status of the closures of the Emergency Department at Chesley Hospital

Carried

16. By-laws

16.1 By-law 52-2022 - Wepler Zoning By-law Amendment

Council passed the following resolution:

317-24-2022

Moved by: Councillor Nickason

Seconded by: Councillor Greig

Be It Resolved that By-law No. 52-2022 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 52-2022 being a By-law to amend the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie, by changing thereon from General Agriculture 'A1' ZONE to the General Agriculture Special 'A1-52-2022' and General Agriculture 'A1' ZONES on the subject lands described as Lot 32, Concession 2, Geographic Township of Arran, Municipality of Arran-Elderslie.

Carried

16.2 By-Law 58-2022 Authorize Agreement with Victorian Order of Nurses of Canada - Ontario Branch

Council passed the following resolution:

318-24-2022

Moved by: Councillor Bell

Seconded by: Councillor Greig

Be It Resolved that By-law No. 58-2022 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 58-2022 being a By-law to Authorize the Execution of an Agreement with the Victorian Order of Nurses for Canada - Ontario Branch for the use of premises in the Tara Arena for the SMART exercise program.

Carried

16.3 By-law 59-2022 - Dreamaker Campground Zoning By-law Amendment

Council passed the following resolution:

319-24-2022

Moved by: Councillor Nickason

Seconded by: Deputy Mayor Davis

Be It Resolved that By-law No. 59-2022 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 59-2022 being a By-law to amend the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie, by changing thereon from General Agriculture 'A1', Environmental Protection 'EP', Travel Trailer Park and Campground Special 'TTP-1' and Travel Trailer Park Special 'TTP-2' zones to the General Agriculture 'A1', Environmental Protection 'EP' and Travel Trailer Park and Campground Special 'TTP-59-2022' zones on the subject lands described as Part Lots 45, 46 and 47, Half Mile Strip (geographic Township of Arran).

Carried

17. Closed Session (if required)

The Mayor advised that Council go into Closed Session at 10:50 p.m. for the purpose of matters identified in the motion below.

312-24-2022

Moved by: Councillor Kanmacher

Seconded by: Councillor Greig

Be It Resolved, That the Council of the Municipality of Arran-Elderslie does now go into closed session to discuss an item(s) which relates to:

() the security of the property of the municipality or local board

(X) personal matters about an identifiable individual, including municipal or local board employees

(X) proposed or pending acquisition or disposition of real property

() labour relations or employee negotiations

() litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

(X) advice that is subject to solicitor-client privilege, including communications necessary for that purpose

() a matter in respect of which a council, board, committee or other body has authorized a meeting to be closed under another act

() education or training of members of Council

Staff Authorized to Remain:

CAO Sylvia Kirkwood

Clerk Christine Fraser-McDonald

Item 4: Municipal Solicitor Sunny Khaira (Hicks Morley) and Works Manager Scott McLeod

Carried

18. Resolution to Reconvene in Open Session

Council passed the following resolution:

313-24-2022

Moved by: Councillor Greig

Seconded by: Deputy Mayor Davis

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 12 p.m.

Carried

19. Adoption of Recommendations Arising from Closed Session (If Any)

Direction was given to staff in Closed Session for items.

20. Adoption of Closed Session Minutes

Council passed the following resolution:

314-24-2022

Moved by: Councillor Greig

Seconded by: Councillor Bell

Be It Resolved; that Council of the Municipality of Arran-Elderslie adopt the minutes of the Closed Session dated September 26, 2022 and September 30, 2022.

Carried

21. Confirming By-law

21.1 By-law 61-2022 - Confirming By-law

Council passed the following resolution:

320-24-2022

Moved by: Councillor Greig

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 61-2022 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 61-2022 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Tuesday, October 11, 2022.

Carried

22. Adjournment

Council passed the following resolution:

321-24-2022

Moved by: Councillor Bell

Seconded by: Councillor Kanmacher

Be It Resolved that the meeting be adjourned to the call of the Mayor at 12:19 pm.

Carried

23. List of Upcoming Council meetings

Inaugural Council Meeting - November 15, 2022

November 28, 2022

December 12, 2022

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk



MUNICIPALITY OF ARRAN-ELDERSLIE

Special Council Meeting

MINUTES

Meeting No. 26-2022
Monday, November 21, 2022, 10:00 a.m.
Council Chambers
1925 Bruce Road 10, Chesley, ON

Council Present: Mayor Steve Hammell
 Deputy Mayor Jennifer Shaw
 Councillor Ryan Nickason
 Councillor Darryl Hampton
 Councillor Moiken Penner
 Councillor Peter Steinacker

Council Absent: Councillor Brian Dudgeon

Staff Present: Sylvia Kirkwood - CAO
 Christine Fraser-McDonald - Clerk
 Julie Hamilton - Deputy Clerk
 Tracey Neifer - Treasurer
 Steve Tiernan - Fire Chief

1. Call to Order

Mayor Hammell called the meeting to order at 10:00 am. A quorum was present.

2. Adoption of Agenda

Council passed the following resolution:

322-27-2022

Moved by: Councillor Nickason

Seconded by: Councillor Penner

Be It Resolved that the agenda for the Special Council Meeting of Monday, November 21, 2022 be received and adopted, as distributed by the Clerk.

Carried

3. Disclosures of Pecuniary Interest and General Nature Thereof

None.

4. Presentations

4.1 John Mascarin, Aird & Berlis - Arran-Elderslie Integrity Commissioner

Arran-Elderslie's Integrity Commissioner, John Mascarin of Aird & Berlis made a presentation to Council.

4.2 Council Orientation Staff Presentations - Administration, Fire & Emergency Services

The CAO, Clerk and Fire Chief made presentations to Council as part of their orientation.

5. Confirming By-law

Subsequent to further discussion, Council passed the following resolution:

323-27-2022

Moved by: Councillor Nickason

Seconded by: Councillor Steinacker

Be It Resolved that By-law No. 62-2022 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 62-2022 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, November 21, 2022.

Carried

6. Adjournment

Subsequent to further discussion, Council passed the following resolution:

324-27-2022

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Hampton

Be It Resolved that the meeting be adjourned to the call of the Mayor at 2:50 p.m.

Carried

7. List of Upcoming Council meetings

November 22, 2022 - Special Council Meeting

November 28, 2022 - Council Meeting

December 12, 2022 - Council Meeting

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk



MUNICIPALITY OF ARRAN-ELDERSLIE

Special Council Meeting

MINUTES

Meeting No. 27-2022
Tuesday, November 22, 2022, 10:00 a.m.
Council Chambers
1925 Bruce Road 10, Chesley, ON

Council Present: Mayor Steve Hammell
 Deputy Mayor Jennifer Shaw
 Councillor Ryan Nickason
 Councillor Darryl Hampton
 Councillor Moiken Penner

Council Absent: Councillor Brian Dudgeon
 Councillor Peter Steinacker

Staff Present: Sylvia Kirkwood - CAO
 Christine Fraser-McDonald - Clerk
 Julie Hamilton - Deputy Clerk
 Scott McLeod - Public Works Manager
 Tracey Neifer - Treasurer
 Carly Steinhoff - Recreation Manager
 Pat Johnston - Chief Building Official

1. Call to Order

Mayor Hammell called the meeting to order at 10:00 am. A quorum was present.

2. Adoption of Agenda

Council passed the following resolution:

325-28-2022

Moved by: Councillor Hampton

Seconded by: Councillor Penner

Be It Resolved that the agenda for the Special Council Meeting of Tuesday, November 22, 2022 be received and adopted, as distributed by the Clerk.

Carried

3. Disclosures of Pecuniary Interest and General Nature Thereof

None.

4. Presentations

4.1 Council Orientation Staff Presentations - Finance, Building & By-law Services, Public Works and Recreation, Parks & Facilities

Senior staff presented their orientation packages to Council.

5. Confirming By-law

Subsequent to further discussion, Council passed the following resolution:

326-28-2022

Moved by: Councillor Nickason

Seconded by: Councillor Penner

Be It Resolved that By-law No. 63-2022 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 63-2022 being a By-law to confirm the proceedings of the Special Council meeting of the Municipality of Arran-Elderslie held Tuesday, November 22, 2022.

Carried

6. Adjournment

Subsequent to further discussion, Council passed the following resolution:

327-2022

Moved by: Councillor Nickason

Seconded by: Deputy Mayor Shaw

Be It Resolved that the meeting be adjourned to the call of the Mayor at 2:18 p.m.

Carried

7. List of Upcoming Council meetings

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

Multi Municipal Wind Turbine Working Group MINUTES

**MMWTWG-04-2022
Thursday, September 8, 2022, 7:00 p.m.
Via Zoom**

Members Present: Mark Davis - Municipality of Arran-Elderslie
Doug Bell - Municipality of Arran-Elderslie
Bill Palmer - Citizen - Municipality of Arran-Elderslie
Steve Adams - Municipality of Brockton
Alex Westerhout - Municipality of Central Huron
Scott Mackey - Township of Chatsworth
Paul McQueen - Municipality of Grey Highlands
Tom Allwood - Municipality of Grey Highlands
Stewart Halliday - Citizen - Municipality of Grey Highlands
Randy Roppel - Municipality of Kincardine
Margaret Mercer - Township of Melancthon
Mike Hentz - Municipality of Dutton Dunwich
Bill Neilson - Township of Melancthon

Others Present: Julie Hamilton - Recording Secretary
Warren Howard
Vern Martin

1. Zoom Meeting Details

2. Call to Order

The Chair called the meeting to order at 7:00 pm. A quorum was present.

3. Adoption of Agenda

The Working Group passed the following resolution:

MMWTWG-2022-29

Moved by: Scott Mackey - Township of Chatsworth

Seconded by: Bill Neilson - Township of Melancthon

Be It Resolved that the Multi-Municipal Wind Turbine Working Group hereby adopts the agenda of the Thursday, September 8, 2022 as distributed by the Recording Secretary.

Carried

4. Disclosures of Pecuniary Interest and General Nature Thereof

None.

5. Minutes of Previous Meetings

5.1 June 9, 2022 MMWTWG Minutes

The Working Group passed the following resolution:

MMWTWG-2022-30

Moved by: Mike Hentz - Municipality
of Dutton Dunwich

Seconded by: Bill Palmer - Citizen -
Municipality of Arran-
Elderslie

Be It Resolved that the Multi-Municipal Wind Turbine Working Group hereby approves the minutes of the Thursday, June 9, 2022 meeting as presented by the Recording Secretary.

Carried

6. Business Arising from the Minutes

**6.1 MECP Response Letter to the MMWTWG February 25, 2022
Re: Ontario's Energy Plan and Wind Turbines**

The letter was in response to the Working Group's letter sent to the Ministry to address concerns around compliance and the acoustic audit requirements for wind facilities. The letter notes that the requirement to conduct an acoustic audit is included as a condition in most wind facility Renewable Energy Approvals (REAs) and conducted at wind facilities to indicate whether it meets the ministry's noise limits. The ministry requires acoustic audits to be conducted in accordance with the requirements outlined in the current Compliance Protocol for Wind Turbine Noise (Compliance Protocol).

The Chair opened the floor for comments on the response letter.

There are a number of projects that do not appear to be posting the audit reports to their website. The current compliance rate is 47% and 37% of projects are currently under review. There are a number of projects found to be incomplete and non-compliant but there has been no response from those projects back to the Ministry. The Working Group discussed what measures could be taken to become compliant.

The criteria used to measure noise does not cover some of the concerns the working group has raised, so when people are complaining about noise outside of the accepted criteria, it may not be acknowledged by the Ministry.

The Group noted that it was positive that a response was received but the letter indicates that the Ministry responds to all complaints received however, the Working Groups has had several letters go unanswered. A suggestion was made to request quarterly report outlining the complaints received and the response that could assist with better understanding residents concerns.

Subsequent to further discussion, the Working Group passed the following resolution:

MMWTWG-2022-31

Moved by: Steve Adams - Municipality of Brockton

Seconded by: Alex Westerhout - Municipality of Central Huron

Be It Resolved that the Multi-Municipal Wind Turbine Working Group hereby,

1. Receives agenda item, 5.1 MECP Response Letter to the MMWTWG February 25, 2022 Re: Ontario's Energy Plan and Wind Turbines, for information.
2. Directs that a response letter be provided to the Ministry requesting quarterly reports regarding complaints with respect to industrial wind turbine projects.

Carried

7. Delegations/Presentations

7.1 Verbal Update on Items of Interest to the the MMWTWG - Warren Howard

Mr. Howard provided an update on items of interest to the Working Group.

Independent Electrical System Operator (IESO)

The IESO is very active on a number of initiatives.

There are four winners of the medium-term contract. Four gas companies, Melancthon I and Convergent which is a battery storage facility in Sue Ste Marie.

The long-term RFP has announced qualified applicants and there are 15 wind companies included. The actual RFP will be in 2023.

Pumped storage projects appear to have active focus on projects in Meaford, Marmora and Schreiber.

Melancthon I – Five Year Contract Offered

Wind Concerns Ontario responded with letter to Minister of Energy noting a number of points on why the project should not proceed. It is the worst wind project in Ontario for resident complaints. Some of the points addressed in the letter include:

- Ministry field assessment – wind turbines are tonal and cyclic – 35 dBA standard applies
- Ministry directive to field – wind turbines cannot be tonal or cyclic
- Project remodeled – 2006 assessment underestimated wind shear
- 25% of wind turbines located too close to non-participating receptors
- Maximum power reductions implemented to reach 40 dBA standard
- Current noise protocol requires consideration of tonal quality – must be non-compliant
- No consultation with municipality or community

Saugeen Hydrogen Plant

A proposal to use surplus electricity to create hydrogen was presented to Ashfield Colborne Wawanosh for municipal support. Council supported the project. During the process, there was no

community engagement or location for plant proposed. The rumour is that it may be adjacent to existing transformer station which is located on top of sensitive ground water recharge area.

Brookfield Storage Facility – SS Marie

The company owns Price I & II wind projects is building a storage facility. The proposal presented to Councils for support and support received. The contracts deal with the purchase of power from the projects but no details on the storage of the power. The details are rather vague at this time and a letter will be drafted to the minister questioning the particulars of the project and contracts.

Discussions with Minister of Energy Todd Smith

Discussion on the following were with Todd Smith were initiated by an activist from Todd's Smith's riding of Bay of Quinte.

- SMR (Small Nuclear) capabilities is being moved forward to 2028
- Any procurement must have municipal support
- Minister Smith sees limited role for wind turbines
- Updating setback rules for wind turbines should be achievable

The Working Group discussed the contract award of the Melancthon I project. The contract has been offered and is to be accepted by the end of September. Members from Melancthon Township raised concerns that they have around the process of the contract award and the lack of consultation with the municipality and residents. It was noted that more details around the projects can be found on the IESO website.

Subsequent to further discussion, the Working Group passed the following resolution:

MMWTWG-2022-32

Moved by: Steve Adams - Municipality of Brockton

Seconded by: Mike Hentz - Municipality of Dutton Dunwich

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby receives the verbal updates made by Mr. Howard for information purposes.

Carried

8. Correspondence

8.1 Requiring Action

8.1.1 Approval of Recording Secretary Invoice

The Working Group passed the following resolution:

MMWTWG-2022-33

Moved by: Scott Mackey - Township of Chatsworth

Seconded by: Doug Bell - Municipality of Arran-Elderslie

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby approves the Recording Secretary invoice for June, July and August for payment.

Carried

8.2 For Information

8.2.1 Wind Concerns Ontario - RFP Feedback

The document provides the feedback from Wind Concerns Ontario (WCO) on the IESO's proposals for the Long-Term RFP to procure additional electrical generation capacity.

The Working Group passed the following resolution:

MMWTWG-2022-34

Moved by: Mark Davis - Municipality of Arran-Elderslie

Seconded by: Mike Hentz - Municipality of Dutton Dunwich

Be It resolved that the Multi Municipal Wind Turbine Working Group hereby accepts the correspondence 7.2.1 Wind Concerns Ontario RFP Feedback, for information purposes.

Carried

8.2.2 Statement of Financial Position as of August 31 2022

The Working Group passed the following resolution:

MMWTWG-2022-35

Moved by: Scott Mackey - Township of Chatsworth

Seconded by: Doug Bell - Municipality of Arran-Elderslie

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby receives the statement of financial position as of August 31, 2022 for information purposes.

Carried

9. Members Updates

There is a paper being developed that provides a measure that can be used to predict citizen annoyance. The study has included citizen annoyance cases related to wind turbines projects including the Enbridge project and K2 as well as areas outside of wind turbine areas to show that the measure is effective in determining whether citizen annoyance relating to wind turbines exists. The paper has not been yet been published.

A citizen has asked whether the MMWTWG would return to the in-person method of meeting. At this time the meetings will remain by Zoom and the meeting platform can be revisited in the future by the Members.

The government in Newfoundland has removed the moratorium recently and the province is erecting 180 offshore wind turbines and developing technology to produce green hydrogen. There could be increased pressure to get the negative side of wind turbines out to the public.

The Working Group discussed the varying role that AMO has played regarding the position of the MMWTWG over the years with respect to wind turbines. AMO has recently reached out to the group and in the past, has not necessarily wanted to be involved with the group. AMO has been provided with Chair Allwood's contact details and he has offered to meet with them to discuss the position that the MMWTWG

continues to hold. AMO has also connected the City of Ottawa with the Working Group. New interest has arisen from the City of Ottawa to potentially become Members of the Working Group. The Terms of Reference for the Working Group and meeting details have been provided.

10. New Business

10.1 Letter to Minister of Finance Re: Taxation on IWT Projects

Under Section 42.5 of Ontario Regulation 282/98, the current assessed value for each turbine for the years 2017 to 2023 is fixed at \$50,460 multiplied by the installed capacity in megawatts of the generator attached to the wind turbine tower. This value is well short of the replacement value of the structure. The letter requests a review of the tax assessment rate assigned to wind turbines by a regulation under the authority of the Minister of Finance. The current assessment value does not reflect the impact of the wind turbines on the municipal costs.

Also of note, the new MP for Bruce Grey Owen Sound is the Parliamentary Assistant to the Minister of Finance and this could be a good topic for him to bring forward.

The Working Group also discussed the building permit fees associated with wind turbines. There is the potential to write these into your fee bylaw. Inclusion would be subject to a public review process and there is a one-year period for complaints to be received. There is the potential that IWT companies may challenge the fee structure.

Subsequent to further discussion, the Working Group passed the following resolution:

MMWTWG-2022-36

Moved by: Randy Roppel -
Municipality of Kincardine

Seconded by: Paul McQueen -
Municipality of Grey
Highlands

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby approves the letter as presented for distribution once the table details for the member municipalities with wind turbines has been finalized.

Carried

10.2 Municipal Support Resolution Letter

The letter addresses concerns that the current proposals on the process to consider municipal support for energy projects does not reflect statements that were thought to reflect government policy. It was the understanding of the Working Group that the PC government was committed to providing municipalities with the power to prevent the siting of these projects in their communities without the consent of the municipality. However, in the IESO presentation on August 10th, it indicates that rating criteria will provide proposals with municipal support resolutions with additional points during the scoring process indicating that the municipal support is not a mandatory requirement.

The letter notes a project in Dutton Dunwich where a contract was awarded because of 50% participation from an Indigenous community in located in northwestern Ontario that had no relationship to the community, which increased the score despite municipal opposition. It also notes that the local Indigenous community was opposed to the project.

The Working Group believes that the IESO process should include:

- Restrictions and rules related to renewable energy projects adopted by municipalities as zoning bylaws must be respected and cannot be overridden in IESO decision making by other criteria.
- The Municipal Support Resolutions must be a mandatory requirement to be awarded by the IESO that cannot be overridden by other rated criteria.
- Indigenous community support will only apply to projects located within their traditional territories, not elsewhere in the province

Subsequent to further discussion, the Working Group passed the following resolution:

MMWTWG-2022-37

Moved by: Bill Palmer - Citizen -
Municipality of Arran-
Elderslie

Seconded by: Steve Adams - Municipality
of Brockton

Be It Resolved that the Multi Municipal Wind Turbine Working
Group hereby approves the letter for distribution as amended.

Carried

11. Closed Session (if required)

There was Closed Session during this meeting.

12. Resolution to Reconvene in Open Session

13. Adoption of Recommendations Arising from Closed Session (If Any)

14. Adoption of Closed Session Minutes

15. Confirmation of Next Meeting

The next meeting will be held on November 10, 2022.

16. Adjournment

The Working Group passed the following resolution:

MMWTWG-2022-38

Moved by: Paul McQueen -
Municipality of Grey
Highlands

Seconded by: Mark Davis - Municipality
of Arran-Elderslie

Be it Resolved that the meeting of the Multi-Municipal Wind Turbine
Working Group is hereby adjourned at 8:43 p.m.

Carried

Tom Allwood, Chair

Julie Hamilton,
Recording Secretary



Slr
landscape
structures

Chesley Playground

220433 • 04.22.2022

ABC
CREATION

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QUOTATION

Date: Apr 25, 2022

Quote #: 022Q2256

Project #: 25616

Quoted To: Bill Gardhouse
Kinsmen Club of Chesley
112 1st Ave. South
Chesley, ON N0G 1L0
CANADA

Phone: 519-379-6467 x

Mobile:

Email: bgardhouse@eastlink.ca

Project: Chesley Playground - Chesley - Playground

We are pleased to submit the following quotation for Landscape Structures playground equipment.

Qty	Model #	Description	Extended Price
1	Dwg# 220433	PlayBooster Structure	\$27,343.01
1	Dwg# 220433	PlayBooster Structure	\$18,567.36
1	177344AX	Single Post Swing Frame, 52" Bury, 8' Beam Height Only, 2 Belt Seats, 1 Full Bucket Seat and 1 Molded Bucket Seat with Harness and Pro Guard Chains for 8' Beam Height	\$5,443.20
2,870	SYS312 - ON	Fibar System 300 at 12"/300mm depth, comes with Fibar, FibarFelt & FibarDrain, and 25-Yr Warranty * Mats are required at Swing/Slide exits to preserve Warranty	\$9,212.70
6	FMT-36	3' x3' Fibar Rubber Mat *Required to preserve the Fibar Warranty	\$999.00
1	RSCL2140	Installation - Playgrounds	\$15,145.00
Shipping			\$4,687.69
SubTotal			\$81,397.96
HST			\$10,581.74
Total			\$91,979.70

This quotation will remain in effect for 30 days unless withdrawn earlier by ABC Recreation Ltd by notice to you.

Estimated Delivery (from Receipt of all Approved Submittals):	TBD
--	-----

Conditions for Playground Equipment Installation:

Site Prep/Excavation/Borders: NOT Included Installation: Included Surfacing: Included

Maintenance Kit: Included with Structures Only.

* GENERAL CONTRACTOR FOR PROJECT TO PROVIDE, or make available, washroom facilities for all trades on site for duration of installation (O.REG. 145/00). Extra charges will be applied if not conformed.

** Client MUST provide most current construction drawings/siteplan PRIOR to ABC Recreation commencing with installation.

* Installation will be provided in accordance with manufacturer's specifications and CSA standards. 3rd Party Inspection is NOT included unless otherwise specified.

* Installation prices are quoted for normal ground conditions. ABC Recreation Ltd reserves the right to renegotiate contracts if abnormal ground conditions are encountered during installation.

* Site preparation is not included. All prices are based on a clear, clean and level site, prepared to recommended space requirements.

ABC Recreation Ltd reserves the right to renegotiate contracts if additional site preparation is required, unless otherwise agreed upon in the quotation.

* Vehicle and heavy equipment access AND PARKING must be provided to job site as required. ABC Recreation Ltd is not responsible for damage to site and surrounding area while delivering and installing material. Finished Landscaping is not included in the above pricing.

* Installation price is based on equipment being installed prior to the placement of resilient surface material. ABC Recreation Ltd reserves the right to renegotiate contracts if resilient surfacing is placed in the site prior to installation.

* ABC Recreation Ltd will invoice for equipment and installation on the pre-arranged installation date. If installation is postponed, the customer will be invoiced for equipment & shipping only and this amount is payable net 30 days. The installation will be invoiced upon project completion.

* ABC Recreation Ltd is not responsible for any charges resulting from vandalism during installation.

ABC Recreation Ltd.

PO Box 397 - Paris, ON - N3L 3T5



October 17th, 2022

Dear Mayor Steve Hammill and Council,

The first-ever Hawks' Nest competition a 'Dragon's Den' inspired event was held in 2016, and the second in 2018, presented by Saugeen Economic Development Corporation (SEDC) and Bruce Community Futures Development Corporation (Bruce CFDC). The Hawks' Nest covers the areas of Grey, Bruce, Wellington North, Minto and the City of Owen Sound.

The intention of the Hawks' Nest is to create local economic development through supporting new and existing businesses and entrepreneurs with training, coaching, mentorship, and financial assistance. Interested businesses and entrepreneurs participate in one of five full-day business plan training sessions, and create and submit their business plan. Personal interviews are held to present their business plan, discuss details, and gather valuable feedback from the General Managers from SEDC and Bruce CFDC. It is forecast that this investment will assist with the creation and/or maintenance of 160 jobs in the two catchment areas of SEDC and Bruce CFDC.

We are encouraged by the response to these two events and look forward to the third event on May 17th in Owen Sound. At the event, seven finalists will pitch their business ideas to the Hawks; six high-profile business leaders in the local area who have committed to invest a minimum of \$5,000 in one or more of the finalists that evening. Not only is there a minimum of \$30,000 up for grabs; the finalists will come away with valuable feedback, coaching, mentorship and immeasurable exposure to kick start their business idea.

The Hawks' Nest project is partially funded by the two partners, but the balance of the costs must be raised by the community. As I am sure you agree, economic development is critical in keeping our communities alive and vibrant. We would like to see Arran-Elderslie become a partner-level sponsor with Hawks Nest. We hope you will consider supporting this, please view the sponsorship packages as outlined in the attached.

More information on the Hawks' Nest is available at www.sbdc.ca or www.bruce.on.ca. Additionally, tickets will go on sale in April (\$30 each with \$5 of each ticket sale going towards the People's Choice Award).

We thank you for your consideration and support!

***Proudly
Presented by:***

Rose Austin
SEDC
rose@sbdc.ca
www.sbdc.ca
519-799-5750 x
302



Barb Fisher
Bruce CFDC
bfisher@bruce.on.ca
www.bruce.on.ca
519-396-8141 x 111





A DRAGONS' DEN INSPIRED EVENT

Bruce Community Futures & the Saugeen EDC invite to join the Hawks' Nest!

Hawks' Nest

creates local economic development to support **new and existing small businesses and entrepreneurs** with *training, coaching, mentorship and financial assistance.*

A biennial event

Hawks' Nest

2016 & 2018 saw over 90 individuals participate in **FREE business plan training** workshops.

More than 50 applicants submitted proposals to

Hawks' Nest

for the **opportunity to pitch their ideas** to the Hawks.

Hawks' Nest

raised over **\$104,000 in investments** for entrepreneurs in **grants, loans and partnership** opportunities.

Hawks' Nest

investments leveraged **over \$3.2M** and helped create & maintain **160 jobs** all within

your **Hawks' Nest** area

Bruce, Grey, Owen Sound, Minto and North Wellington

Hawks' Nest event is **May 17th at the Roxy Theatre, Owen Sound**
Sponsors contact hawksnest@sbdc.ca. For details and rules for Hawks' Nest see sbdc.ca or bruce.on.ca

CORPORATE SPONSOR (7 spots available)**\$2,500**

Receive maximum exposure with 6 other esteemed Corporate Sponsors. Showcase your business as an integral part of this event to support the Hawks' Nest area communities as a major supporter. Business benefits include:

- 3 complimentary tickets to the event—May 17th, 2023 at the Roxy Theatre in Owen Sound
- Corporate logo on the SEDC, Bruce CFDC websites and social media sites with hyperlink
- Customized 30 second video presentation of business played during event (included in broadcast & DVD)
- Recognition by MC during event (within script)
- Full page, print ready (you supply) advertisement in the event program
- Promoted during radio and newspaper advertising and media releases
- Acknowledgement by logo on event posters, program, welcome banner and People's Choice ballot
- Featured on event TV broadcast & event DVD
- Mounted certificate to display to customers

PARTNER LEVEL (for municipalities & counties)**\$2,000**

Show your community's support of entrepreneurship and enterprise by partnering on the program. Benefit through:

- 2 Complimentary tickets to the event—May 17th, 2023 at the Roxy Theatre in Owen Sound
- Community logo on the SEDC, Bruce CFDC Hawks' Nest website
- Press release acknowledging partnership
- Logo on welcome banner prominently displayed at event
- Recognized by MC during the event—featured on event TV broadcast & DVD
- Logo featured in rotation with other sponsors during breaks at the event
- Recognition in the event program on the partner logo page
- Quarter (1/4) page, print ready (you supply) advertisement in the event program

PLATINUM SPONSOR**\$1,000**

This prestigious sponsorship package will put your business in the spotlight. As well, you will receive:

- 2 Complimentary tickets to the event—May 17th, 2023 at the Roxy Theatre in Owen Sound
- Logo in event program (logo page) and on welcome banner prominently displayed at event
- Half (1/2) page, print ready (you supply) advertisement in the event program
- Logo featured in rotation with other sponsors during breaks at the event
- Featured on the evening TV broadcast and the event DVD

GOLD SPONSOR**\$500**

Receive excellent exposure for your business with this new mid-range sponsorship. As a gold sponsor you receive:

- 1 Complimentary ticket to the event—May 17th, 2023 at the Roxy Theatre in Owen Sound
- Quarter (1/4) page, print ready (you supply) advertisement in the event program
- Logo featured in rotation with other sponsors during breaks at the event
- Featured on the event TV broadcast and the event DVD

SILVER SPONSOR**\$250**

Been seen throughout the evening by attendees at the event—May 17th, 2023 at the Roxy Theatre in Owen Sound by:

- Company name featured in rotation with other sponsors during event intermission
- Eighth (1/8) page, print ready logo (you supply) advertisement in the event program

BRONZE SPONSOR**\$150**

Show support to entrepreneurs and enterprises at the event May 17th, 2023 at the Roxy Theatre in Owen Sound with:

- Company name featured in rotation with other sponsors during event intermission
- Business name included in event program thank you listing



PARTNERSHIP BENEFITS

- ✓ 2 COMPLIMENTARY TICKETS TO THE EVENT - MAY 17TH
- ✓ COMPANY LOGO ON THE SEDC, BRUCE CFDC HAWKS' NEST WEBSITE
- ✓ PRESS RELEASES ACKNOWLEDGING THE PARTNERS
- ✓ LOGO ON WELCOME BANNER PROMINENTLY DISPLAYED AT THE EVENT
- ✓ RECOGNIZED BY THE MC DURING THE EVENT
- ✓ LOGO FEATURED IN ROTATION WITH OTHER PARTNERS DURING
- ✓ BREAKS RECOGNITION AS A PARTNER IN THE EVENT PROGRAM
 - PARTNER LOGO PAGE
 - 1/4 PAGE AD
- ✓ FEATURED ON EVENT TV BROADCAST & DVD

Hawks' Nest 2023 isn't possible without our esteemed partners and sponsors. If you have questions and or concerns please contact one of the members of the Hawks' Nest Team.

Hawks' Nest Project Coordinator

Email: hawksnest@sbdc.ca

Office: 519-799-5750 x301

Rose Austin
SEDC General Manager

Email: rose@sbdc.ca

Office: 519-799-5750

Barb Fisher
Bruce CFDC General Manager

Email: bfisher@bmts.com

Office: 519-386-9933

Please submit payment by March 1st, 2023

Saugeen Economic Development Corporation
515 Mill Street, P.O. Box 177, Neustadt, ON N0G 2M0



October 28, 2022

Sylvia Kirkwood
 CAO
 Municipality of Arran-Elderslie
 cao@arran-elderslie.ca

Dear Ms. Kirkwood:

We are writing to inform you about a recent change to the Ontario Wildlife Damage Compensation Program (OWDCP), funded under the federal-provincial Canadian Agricultural Partnership (CAP) agricultural policy framework.

As you know, currently producers who have submitted five applications to the OWDCP in a calendar year are required to submit a Reasonable Care Plan (RCP) before further claims will be assessed. These plans require producers to identify all implemented and planned investments, services retained, and farm management practices they have employed, in order to mitigate predation on their farm premises.

We recognize the need to adjust the RCP threshold of five claim applications to ten, a change that will better support livestock producers in Ontario. This will lower the administrative burden where predation is naturally higher despite reasonable efforts at mitigation. At the same time, it helps ensure that farmers experiencing high levels of predation are reviewing their mitigation activities to inform the development of their RCP.

This change builds on our governments' ongoing efforts to support livestock farmers through the OWDCP. As part of these efforts, in January 2022 we increased the administrative allowance provided to municipalities from \$30 to \$50 to help offset incremental costs of delivering the OWDCP. The allowance recognizes municipalities' key role as delivery partners for the OWDCP and builds on existing municipal responsibilities for the costs associated with investigating dog predation under the *Protection of Livestock and Poultry from Dogs Act*.

.../2

- 2 -

We look forward to continuing to work with our partners and stakeholders to help meet the needs of Ontario's livestock industry.

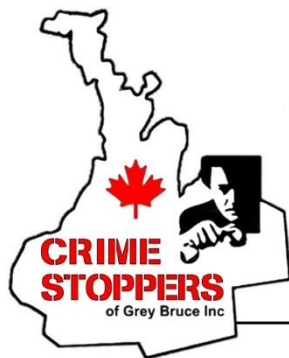
Updated program guidelines are available [here](#). Should you have any questions, please contact 1-877-424-1300 or wildlife.damage@ontario.ca.

A blue ink signature of Marie-Claude Bibeau, written in a cursive style.

Marie-Claude Bibeau
Federal Minister of Agriculture
and Agri-Food Canada

A blue ink signature of Lisa M. Thompson, written in a cursive style.

Lisa M. Thompson
Ontario Minister of Agriculture, Food
and Rural Affairs



Crime Stoppers of Grey Bruce Inc.

P.O. Box 1119, Owen Sound, Ontario N4K 6K6

1-800-222-TIPS (8477)

Submit a Secure Web-Tip at cstip.ca or get the P3 Tips Mobile App

Phone: 519 371-6078

eMail: crimestopgb@bmts.com

Fax: 519 371-1275

Web: crimestop-gb.org



Program Coordinator's Report JULY 1 TO SEPTEMBER 30, 2022 – Q3 Drew Kalte

DISTRIBUTION

Board of Directors, Crime Stoppers of Grey Bruce
OPP GHQ Orillia
Grey Bruce OPP
South Bruce OPP
Blue Mountains OPP
Owen Sound Police Service
Hanover Police Service
Saugeen Shores Police Service
West Grey Police Service
Neyaashiinigmiing First Nation Police
Ontario MNRF

Brockton Police Services Board
Northern Bruce Peninsula
Arran-Elderslie
Kincardine Police Services Board
Municipality of South Bruce
Saugeen Shores Police Services Board
South Bruce Peninsula Police Services Board
Huron-Kinloss Police Services Board
Owen Sound Police Service Board
Grey Highlands Police Services Board
Municipality of Meaford
Hanover Police Services Board
Blue Mountains Police Services Board
Chatsworth Police Services Board
Georgian Bluffs Police Services Board
Southgate Police Services Board
West Grey Police Services Board
Saugeen First Nation
Neyaashiinigmiing First Nation
County of Grey
County of Bruce

TIP STATISTICS FOR JULY 1 TO SEPTEMBER 30, 2022

- Total Tips (Phone, Web, and Mobile, including follow ups): 510
- New Tips (Phone, Web, and Mobile): 166

Tips Allocated: 210 (44 tips were allocated to multiple recipients)

- Grey Bruce OPP: 80 (38%)
- South Bruce OPP: 45 (21%)
- The Blue Mountains OPP: 1 (0.5%)
- Owen Sound Police Service: 33 (16%)
- Hanover Police Service: 15 (7.5%)
- Saugeen Shores Police Service: 14 (7%)
- West Grey Police Service: 7 (3%)
- Neyaashiinigmiing First Nation Police: 0 (0%)
- Ontario MNRF: 7 (3%)
- Ontario MOF (contraband tobacco): 1 (0.5%)
- Ontario MECP (environment, conservation, parks): 2 (1%)
- OPP Contraband Tobacco Enforcement: 1 (0.5%)
- OPP Historic Crimes: 2 (1%)
- OPP AGCO Investigations: 1 (0.5%)
- OPP Anti Human Trafficking Coordination Unit: 0 (0%)
- RCMP: 1 (0.5%)

Crime Stoppers of Grey Bruce Statistics Since Inception May 1987

Tip Reports	17,671
Arrests	1,755
Charges	2,413
Cases Cleared	2,731
Property Recovered	\$4,596,746
Narcotics Recovered	\$49,859,344
Rewards Approved	\$285,835

Tip Totals Year to Date

- 426 new tips have been received over the three quarters of 2022, which is behind the three quarters of 2021 by 197 tips.

MEDIA

- LITE 99.3, Bayshore Broadcasting, Bounce Radio 92.3, Blackburn Radio (Cool 94.5 & 101.7 The One), Shoreline Classics, and Bluewater Radio continue to receive Crime of the Week segments that are sent out from our office on a weekly basis.
- Monthly Crime of the Week columns are forwarded to the Bruce County Marketplace magazine.
- Crimes of the Week are being forwarded to the Owen Sound Hub and the Saugeen Times online news, as well as Eastlink TV.

FUNDRAISING

- Nevada ticket revenues continue to assist in funding rewards; our tips line; promotional advertising; our P3 annual subscription; and the NACC afterhours call centre.
- We applied for funding from the Port Elgin, Hanover, and Owen Sound Walmarts for 2022 and have been successful with the Port Elgin and Hanover stores so far.
- In the first three quarters of 2022 Northern Bruce Peninsula, Meaford, and the Brockton Police Services Board have made donations. Crime Stoppers of Grey Bruce is very grateful to the Police Services Boards and Municipalities of Grey and Bruce that have donated to our program!
- Funds continue to be received from the Direct Accountability Program, (court diversions).
- We held 50/50 raffles in conjunction with classic car show events on June 26th, July 31st and September 25th; plus our Sauble Beach Tuesday night 50/50 raffles (June 21st to August 30th), raising a total of \$891.
- Our 30th Anniversary Crime Stoppers of Grey Bruce Golf Tournament took place on Thursday August 11, 2022 at Saugeen Golf Club near Port Elgin, and raised \$30,000.

EVENTS AND PROMOTIONS

- We launched TIPSTER Magazine with the inaugural winter 2022 edition, spring and summer 2022 editions, and now the fall 2022 edition set for October. This magazine features articles and editorials focusing on regional crime and community safety topics, and has been very well received by our partners and the community.
- We participated in the downtown Owen Sound Hottest Street Sale on July 9th and the Southampton Marine Heritage Society Fun in the Park event on July 23rd to raise awareness of our program.
- We held three classic car events this summer and raised over \$3,500.
- We participated in the Meaford Scarecrow Invasion Parade on September 30th.

CRIME STOPPERS BOARD

- With the resignation of one member and the addition of one new member we currently have eleven members on our Board of Directors, with one new prospective member currently in the application process. We are continuing to recruit new members to the Board and are seeking specific skill sets.

UPCOMING EVENTS

- Attending the OSAAVA Volunteer Fair on October 24, 2022 in Owen Sound.
- Attending Santa Claus Parades at communities across Grey and Bruce counties.

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Friday, September 30, 2022, 1:30 p.m.

Boardroom, SMART, 603 Bruce Rd 19, Brockton, ON

Board Members Present: Councillor Beth Hamilton, Municipality of West Grey, Board Vice-President
 Councillor Doug Bell, Municipality of Arran-Elderslie
 Councillor Dave Cuyler, Municipality of Kincardine
 Councillor Jim Frew, Township of Southgate
 Councillor Dean Leifso, Municipality of Brockton
 Councillor Ed McGugan, Township of Huron-Kinloss

Board Members Absent: Councillor Warren Dickert, Town of Hanover Councillor, Board President
 Vice Deputy Mayor Mike Myatt, Town of Saugeen Shores, Board Past President
 Mayor Scott Mackey, Township of Chatsworth

Others Present: Stephan Labelle, SMART Manager
 Catherine McKay, Recording Secretary

1. Call to Order

The Vice-President called the meeting order at 1:30 p.m.

2. Disclosure of Pecuniary Interest and Declaration of Conflict of Interest

None declared.

3. Approval of the Agenda

Motion #2022-054

Moved by Dean Leifso; Seconded by Ed McGugan

That the agenda for September 30, 2022 be accepted as circulated.

Carried

The Vice-Chair noted that September 30 is the National Day for Truth and Reconciliation, a day to honour survivors of residential schools and the children who never returned home. She added that September 30 is also Orange Shirt Day, an indigenous-led grass roots movement intended to raise awareness of the inter-generational impacts of residential schools and to promote the concept of “Every Child Matters”. The Board then observed a minute of silence to reflect on the day.

4. Delegation

There were no delegations.

5. Minutes of Previous Meeting – July 22, 2022

Motion #2022-055

Moved by Doug Bell; Seconded by Ed McGugan

That the minutes of the July 22, 2022 General Board Meeting be accepted as circulated.

Carried

6. Business Arising from the Minutes

A. Dispatcher Recruitment

This item will be addressed under item 9H.

B. Media Relations Policy

C. Board and Employee Meetings Policy

D. Open Board Meetings Policy

The above policies were deferred to a future meeting.

E. Bruce County Update

The Manager informed the Board that he had spoken to Amanda Froese, Bruce County's Director of Transportation & Environmental Services, who stated that the County has hired a consultant, IBI, which has until September 2023 to make recommendations as to how transit should be handled in the County. SMART is to be invited to participate in discussions regarding this initiative. Dean Leifso asked if Grey County is to be consulted as well, and the Manager said that he will find out.

F. GTR Request

The Vice-President noted that amendments to the agreement had been forwarded to Charles Fitzsimmons, who was Acting Manager, and Stephanie Stewart has now returned to the position of Manager, following her maternity leave. The Manager noted that he received questions from Ms. Stewart, for example whether SMART would loan its vehicles to the GTR for its evening service, although he felt that this would not be in keeping with the purpose of SMART. Ms. Stewart is having her legal staff review the issue, but the Manager has not yet heard back.

Dave Cuyler asked for clarification as to whether the GTR was asking to also borrow SMART drivers as well as vehicles, and the Manager responded that they were not. He added that the GTR was proposing that SMART vehicles be parked where GTR drivers could pick them up, which would be inconvenient for SMART drivers. Dave Cuyler said that it is not a good idea to allow SMART vehicles to be operated by non-SMART drivers. Ed McGugan said that as a result of attending the recent staff appreciation event, he became aware of the extent of the training and experience SMART drivers have, particularly with respect to assisting people. He added that even if a driver has been trained, they need experience to be able to fully carry out the job. The Vice-Chair noted that this issue of other operators using SMART vehicles has been raised with the insurer.

G. School Board Transportation Request

The Manager noted that eight days after SMART had begun to provide transportation to a student in Mildmay, the student's parents decided to drive the student to school, and so SMART no longer provides the service. SMART transports two students in Kincardine for which it receives \$92.00 per day per student. Ed McGugan asked if the parents of the Mildmay student were unhappy with the SMART service, but the Manager said that he does not have that information.

7. New Business

A. Report on Conference Attendance

The Manager noted that the conference is not inexpensive, but is an excellent networking opportunity since representatives from the Ontario Public Transit Association (OPTA), which SMART deals with a lot, and the Canadian Urban Transit Association (CUTA) will attend. He noted that attending next year would not be an option since the conference will be held in Edmonton.

Dave Cuyler said that Scott Mackey had commented that it might be better if the conference was focused on rural transit, but agreed that it would be money well spent. The Vice-President noted that there is no rural transit association. The Manager said that there will be a meeting in Waterloo on November 24 which will include a discussion of rural transit. Ed McGugan agreed that the conference would be worthwhile, adding that it is an opportunity to learn key things and meet key people. Dean Leifso said that it is beneficial to encourage employees to do training, update their skills and develop contacts, so the conference and the meeting in Waterloo would be worthwhile. The Vice-President noted that the budget should contain an item for training and conference.

Motion #2022-056

Moved by Dean Leifso; seconded by Jim Frew

That the Board approve the participation of the SMART Manager in this conference.

Carried

B. Report on September 18 2022 Staff Appreciation Event

The Manager said the staff appreciated the event and were impressed by it. Dean Leifso noted that the Manager paid for some of the items given to the staff during the event and that the costs should come out of SMART's budget.

Motion #2022-057

Moved by Ed McGugan; seconded by Dave Cuyler

That the Manager be reimbursed for his out of pocket expenses for the Staff Appreciation Event.

Carried

8. Correspondence

There was no correspondence.

9. Reports and Recommendations

A. Report on July 2022 Operations

The Manager stated that customer requests are coming back. The information from January 1 to August 25 shows that 20% of requested rides are cancelled, which is significant. Dean Leifso suggested that this could result from a number of things including death, cancellation of appointments, and not just because the client changed their mind. He suggested that statistical comparisons should be made to years where COVID is not a factor. The information also showed that Wednesday is the busiest day which increases demands on drivers. The Manager noted that in 2019, SMART had more drivers, but also had more vehicles. Ed McGugan raised the issue of the gap in the chart showing Weekly Hours Worked and Vehicle Hours Available. The Manager noted that there will always be a gap and these two numbers are not likely to ever match. Dean Leifso noted a discrepancy for Saturday, June 13 between the vehicle hours available and the hours worked. The Manager noted that this could be because the return trip took longer. The Manager stated that if the weekly hours worked were higher than the vehicle hours available, this would indicate a problem and SMART would likely have to hire more drivers.

Dave Cuyler felt that maintenance costs are low, although the Manager stated that they will go up as the vehicles age, given the average mileage of about 250,000 kilometers.

Jim Frew noted the small number of trips per jurisdiction in Southgate, Huron-Kinloss and Grey Highlands. The Manager explained that to fully understand the reasons behind the statistics, one needs to know the details of each ride. With respect to the map showing the location of drivers, the Manager noted that it is not ideal and a few more drivers in the Saugeen Shores and Kincardine areas would be helpful, as would a few more around Grey Highlands. Ed McGugan asked if SMART should actively recruit in these areas, but the Manager noted that there are no vehicles to assign to new drivers, and although SMART does have spare vehicles, they all have high mileage.

The Board expressed its appreciation for the work the Manager has done in providing the reports.

Motion #2022-058

Moved by Dean Leifso; seconded by Ed McGugan

That the Board approve Report SL2022-07 July 2022 Operational as presented.

Carried

B. Report on August 2022 Operations

Ed McGugan asked about the two incidents of a minor nature mentioned in the report. The Manager explained that in one case, another vehicle hit a SMART vehicle and the owner provided a cheque to cover the cost of replacing the bumper that was damaged as a result. In the other incident, a piece of metal from a vehicle broke the window of a SMART bus. The owner offered to pay for the damage and once SMART has received the bill, it will forward it to the person for payment.

Motion #2022-059

Moved by Doug Bell; seconded by Dean Leifso

That the Board approve Report SL2022-08 August 2022 Operational as presented..

Carried

C. Report on January 1st to September 30th 2022 Actual Budget

The Manager noted that the number of rides is the number budgeted for the year and clarified that the report covers the period to August 31, rather than September 30. Expenses for the year are anticipated to be more than what was budgeted for various reasons including the conference expense which was not budgeted. The deficit is anticipated to be \$572,000 which will be offset by gas tax reserves. Ed McGugan asked how this period compares to 2018 or 2019, and the Manager said he can get those figures. Ed McGugan said that figures for 2020 were skewed due to COVID and create an anomaly in the historical trend.

Motion #2022-060

Moved by Ed McGugan; seconded by Jim Frew

That the Board approve Report SL2022-01 (January 1st to September 30th 2022 financial report) as presented.

Carried

D. Report on Estimated October 1st to December 31st Budget

The Manager noted that the second sentence in the report should be amended to state that the total annual number of rides will be more than what was budgeted. He acknowledged the work done in the last year by the President and Vice-President to bring the budget under control. Ed McGugan said that the situation sounds positive and looks as if SMART will be set up for future success. He suggested that things should be kept on a forward trajectory to ensure the success of the next Board. The Manager said that SMART is waiting for three new vehicles which were expected in May but are delayed due to a worldwide computer chip shortage. Ford is not releasing the vehicles and when they are ready, the vendor will notify SMART. In addition, SMART is expecting an additional vehicle to replace the one destroyed in the February 14, 2022 accident. The Manager has spoken to Chris Walker, Director of Corporate Services/Treasurer for the Town of Hanover about the shortages and will continue to monitor the situation. Dave Cuyler confirmed that issues with equipment orders are common, with some delays being increased by seven additional months. The Chair complimented the Manager on the professionalism of his reports.

Motion #2022-061

Moved by Dave Cuyler; seconded by Doug Bell

That the Board approve Report SL2022-02 (October 1st to December 31st 2022 estimated financial report) as amended.

Carried

E. Report on Vehicles to Sell

The Manager explained that vehicle 62 has been sold, even though Board approval had not been given for the sale. In response to a question from Ed McGugan, the Manager noted that the Board has not so far declined to approve a request to sell a vehicle. With respect to vehicle 105, an argument could be made to wait to see if a lift can be obtained for it, but it has 308,000 kilometers on it, and the wait may not be worthwhile. Dean Leifso added that even if a lift could be found, costs would then have to be incurred to install it. Ed McGugan said that SMART should not be keeping old equipment as it attracts vandalism and only serves as “money magnets”. The Vice-President noted that SMART’s mechanic is very good in assessing whether a vehicle should be replaced or kept for parts.

Motion #2022-062

Moved by Dean Leifso; seconded by Ed McGugan

That the Board approve the sale of vehicles 62, 121 and 105.

Carried

F. Report on Replacement Vehicle

The Manager noted that if SMART buys this vehicle, there would be no negative effect on the gas tax account. He reviewed the vehicle options, noting that drivers are not in favour of rear entry vehicles as they are awkward to use on the street and there are fewer disadvantages with side entry vehicles. Ed McGugan agreed that rear entry should be avoided in favour of side entry. The Vice-President noted that if SMART does not buy a vehicle to replace the one destroyed in the accident, it would have to return the ICIP funds used to purchase it and as a result of the accident, SMART is short one vehicle and one driver. Dave Cuyler noted that some warranty might remain on a 2019 vehicle, although the Manager explained that the proposal is to purchase a new vehicle for \$92,000 (the cost includes taxes and accessibility modifications), which would have a full five-year warranty.

Motion #2022-063

Moved by Dean Leifso; seconded by Jim Frew

That the Board approve the purchase of a new 2022 Dodge Grand Caravan with \$36,988.04 from the Gas Tax Reserve. This amount, added to the insurance's \$56K, will cover the full cost of the vehicle.

Carried

G. Report on Insurance Surplus

SMART pays approximately \$5,000 per month into a reserve held by the benefits administrator to cover the cost of dental and extended health care claims. Since there is currently a surplus in the reserve, a payment holiday is proposed. In response to a question from Ed McGugan, the Manager explained that Justin Bumstead, the insurance broker, suggested the \$7,000 level. Dean Leifso clarified that dental and extended health care is self-insured and the Manager confirmed that this is the case and if claims are less than what is in the reserve, there will be a surplus. Dean Leifso suggested that the Board would need a justification for setting the amount to remain in the reserve, as it does not know the history of claims. Ed McGugan suggested that the Board is making a decision in a vacuum and should have some detail before deciding. The Vice-President noted that she and the President meet with Mr. Bumstead once a year to review the benefits situation.

Motion #2022-064

Moved by Ed McGugan; seconded by Doug Bell

That the motion put forward in the report be amended to state that the Board approve a benefits payment holiday of five months until the current \$32,000 surplus reaches a level of \$10,000.

Carried

Motion #2022-065

Moved by Ed McGugan; seconded by Dave Cuyler

That the Board approve a benefits payment holiday of five months until the current \$32,000 surplus reaches a level of \$10,000.

Carried

H. Report on Dispatcher Position

The Board discussed the merits of a computer application versus a person to dispatch rides. Ed McGugan said that he is familiar with an application that allows customers to see where their driver is, how long it will take to pick them up, make and cancel appointments and pay their bill. If customers can pay their bills through the application, this would result in a better payment rate and less bad debt. He said the TTC uses a similar application and the issue is how much the organization

trusts the application. The Manager explained that other transit services use Tripspark, although an upgrade would be required due to server issues between the company and SMART. The Manager noted that the impact on next year's budget would be \$42,000, although he suggested that this could be somewhat offset by expenses were incurred in 2022 but which will not recur in 2023.

The Vice-President said that the use of an application would make SMART more modern and efficient, and possibly free up capacity of existing staff. She suggested a part-time dispatcher working the busiest times with existing staff doing dispatch functions during the less busy times. The Manager believes that even with an application, a dispatcher would still be required. Dean Leifso noted that an application would be convenient for customers, but customers who are not computer literate will still call in by phone. He added that wireless connections are not available in all areas served by SMART and so a full-time dispatcher is required. Ed McGugan noted that the Maitland Valley Conservation Authority, bought an application for booking campsites and it more than paid for itself. He said that an application is the way things are going, but not all customers are computer savvy, although more and more people are using computers.

The Vice-Chair noted that the subject of an application was not on the agenda and should be discussed at a future meeting. Jim Frew asked where the SMART dispatch centre is was told that it is in the office area of the SMART building. The Manager said that staff have been doing their own jobs including invoicing, accounts payable, payroll, accounting and budget while dispatching at the same time. While they have managed this, it has been stressful and far from ideal.

Motion #2022-066

Moved by Dean Leifso; seconded by Ed McGugan

That the Board approve the hiring of one full-time dispatcher to fill the currently empty position.

Carried

10. Committee Reports

There were no Committee Reports.

11. Closed Session

There were no items for a closed session.

12. Adjournment & Upcoming Meeting Dates

The Board discussed the upcoming municipal elections and the impact on the Board's composition. It was noted that Mr. Loucks, the Board's lawyer, pointed out in his letter to the Board of July 6, 2022, that Directors shall hold office until the next annual meeting of the Members and that the whole Board shall be retired at each annual meeting, but shall be eligible for re-appointment if otherwise qualified.

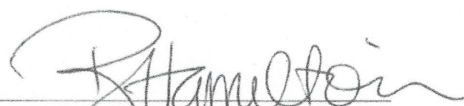
The next meeting of the Board will take place on Friday, October 28, 2022 at 1:30 p.m. in the SMART boardroom. The Vice-Chair noted that that meeting should focus on the budget and legacy work for the next Board.

Motion

Moved by Dave Cuyler; Seconded by Dean Leifso

That the Board of Directors of SMART adjourn at 3:10 p.m.

Carried


Beth Hamilton, Vice-President


Catherine McKay, Recording Secretary

These minutes are considered to be in draft form until signed by the President and the Recording Secretary.

**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Full Authority Board of Directors
Wednesday, September 28, 2022, at 1:15 p.m.**

The Grey Sauble Conservation Authority (GSCA) Board of Directors' meeting was held in a hybrid format of in-person at the Grey Sauble Conservation Authority Administrative Office and virtually via the meeting application, WebEx.

1. Call to Order

Chair Scott Greig called the meeting to order at 1:16 p.m., welcomed all those present in person and virtually, and made a land acknowledgement declaration.

Directors Present In-Person: Chair Scott Greig, Dwight Burley, Paul Vickers, Marion Koepke, Scott Mackey, Harley Greenfield, Ryan Greig

Directors Present Virtually: Vice Chair Matrosovs, Cathy Moore Coburn, Cathy Little, Paul McKenzie

Regrets: None

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Gloria Dangerfield; Manager of Finance and Human Resource Services, Alison Armstrong; Manager of Environmental Planning, Mac Plewes; Forestry Coordinator, Mike Fry, Water Resources Coordinator, John Bittorf

2. Disclosure of Pecuniary Interest

The Directors were reminded to disclose any pecuniary interest that may arise during the course of the meeting. No disclosures of pecuniary interest were expressed at the time.

3. Call for Additional Agenda Items

Nothing at this time.

4. Adoption of Agenda

Motion No.:
FA-22-081

Moved By: Dwight Burley
Seconded By: Ryan Greig

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of September 28, 2022.

Carried

5. Approval of Minutes

Motion No.:	Moved By:	Harley Greenfield
FA-22-082	Seconded By:	Marion Koepke

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of August 24, 2022, as amended.

Carried

6. Business Out of Minutes

Nothing at this time.

7. Consent Agenda

Motion No.:	Moved By:	Ryan Greig
FA-22-83	Seconded By:	Dwight Burley

THAT in consideration of the Consent Agenda Items listed on the September 28, 2022, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits – August 2022; (ii) Administration – Receipts & Expenses – August 2022; (iii) Correspondence – Georgian Bay Garden Club; GSCA Member Newsletter – Fall 2022; (v) Minutes – Beaver River Watershed Initiative – January, February, March, April, and May 2022; (vi) Recent Media Articles

Carried

Members Scott Mackey and Paul Vickers joined the meeting at 1:20 p.m.

8. Business Items

i. **Board Orientation – Operations – Property Management and Compliance**

Operations Manager, Morgan Barrie provided a presentation via PowerPoint on the activities of the Operations Department.

Chair Greig thanked Morgan for his presentation.

Members thanked the Operations staff and extended the positive comments they had received from the public.

A Member asked with regard to the camping and if there are other issues with camping on other properties. Morgan commented that there seem to be less compliance issues this year, outside of a few notable occurrences. Additionally, some of the encampment type sites are complicated by the mental health and substance abuse issues of the person or persons involved.

A Member commented on the considerable work that so few staff manage to complete.

A Member asked with regard to the budgeting and spending of revenues generated by parking pass sales.

Morgan answered that funding for the Operations department is pulled from several different departmental budgets. Funds from the parking pass sales are used to cover seasonal staff positions and upgrades within the various areas. The CAO explained further that wages for operational staff are divided among the various departments

associated with particular tasks, however parking revenues are only being utilized for lands related items such as wages, capital, maintenance and taxes.

A Member asked if there are any shortfalls in the department and/or specific areas. Morgan stated that they are starting to get some capital projects done. Staff retention and hiring continues to be an issue for seasonal positions. Morgan commended his staff on the work they do.

A Member asked with regard to GSCA's fleet, where is it sitting and what needs are coming. Morgan answered that there will be a tender for an SUV coming. GSCA will start selling some of the older vehicles and replacing with new. Staff are exploring partnership opportunities with member municipalities to increase buying power and decrease costs.

A Member asked with regard to electric vehicles. Morgan responded that staff had tendered for one in 2021 but it fell through due to stock availability. Staff will be looking to revisit electric and hybrid vehicle options in the future.

The CAO thanked Morgan and the Operations staff for the excellent work that they have been doing.

ii. Administration

a. Updates to CAA Governance

The CAO stated that Conservation Authorities have been notified that the Ministry of Natural Resources and Forestry is once again the Ministry responsible for the Conservation Authorities Act.

Motion No.:
FA-22-084

Moved By: Scott Mackey
Seconded By: Harley Greenfield

WHEREAS on August 30, 2022, the Province of Ontario released an email advising Conservation Authority Partners and Interested Parties that Orders-in-Council had been made pursuant to the Executive Council Act which delegated responsibility for the Conservation Authorities Act to the Ministry of Natural Resources and Forestry,

THAT the GSCA Board of Directors receive Staff Report 025-2022 – Update to Conservation Authorities Act Governance as information

Carried

b. Second Quarterly Report to MNRF for Transition Plan

The CAO, Tim Lanthier spoke with regard to the Second Quarterly Transition Plan report to the MNRF. There were no significant changes noted. There were some timeline changes made based on the recommendation made by senior municipal staff to present the Programs and Services inventory to the incoming councils.

Motion No.:
FA-22-085

Moved By: Marion Koepke
Seconded By: Dwight Burley

WHEREAS amendments to the Conservation Authorities Act require GSCA to submit quarterly progress reports to the Province,

THAT the GSCA Board of Directors receive Report No: 026-2022 – Transition Plan Second Quarterly Progress Report as information.

Carried

Vice Chair Andrea Matrosovs joined the meeting at 2:00 p.m.

c. GSCA Fee Policy

The CAO stated that recent changes to the Conservation Authorities Act require all conservation authorities to develop and adopt a Fee Policy by January 1, 2023.

The policy is to be based on the user pay principle and includes information on how the fees are established, the process to appeal a fee, and the period for review of the policy and its schedules.

It was noted that some programs are designed to be cost recovery and some are designed to generate revenue (i.e. Planning Fees versus Parking Fees).

A Member asked if the Authority has the flexibility to put funds into reserves in the event that the department, such as planning, realizes a surplus. The CAO explained that the planning fees cannot be designed to generate a surplus, however if a surplus is realized, those funds can be put into reserves. Other self-generated fees, such as parking fees, can be designed to generate surplus and put into reserves.

The consultation process will consist of circulating the policy to the senior staff of all municipal partners and counties and posting the policy to the website for a 21-day period. This is not intended for a comment on the individual fee schedules but rather on the policy itself. Once the consultation process has been completed, the policy will be brought back to the Board for approval.

A Member asked with regard to the timing of the election. The CAO replied that GSCA is required to move forward with this prior to the end of the year.

**Motion No.:
FA-22-086**

**Moved By: Paul Vickers
Seconded By: Andrea Matrosovs**

WHEREAS amendments to the Conservation Authorities Act require GSCA to administer fees in a transparent and accountable manner by adopting and publishing a written fee policy,

AND WHEREAS these changes to the Act will take effect on January 1, 2023,

THAT the GSCA Board of Directors endorse the Draft Fee Policy prepared by Staff,

AND THAT the GSCA Board of Directors direct staff to consult on the Draft Fee Policy,

AND THAT the GSCA Board of Directors request that staff bring back a final version of the GSCA Fee Policy at the November 23, 2022 Board of Directors meeting

Carried

d. Personnel Policy Update

The Manager of Finance and Human Resources Services spoke to the upcoming changes to OMERS Pension Plan eligibility and the required changes to GSCA's Personnel Policy.

As of January 1, 2023, all GSCA staff, including part-time and contract, will be eligible to be enrolled in the OMERS plan and must be offered the option.

At present, the GSCA Personnel Policy links eligibility for enrollment into GSCA's Benefit Plan with eligibility for enrollment into the OMERS pension plan. Staff proposed to dissolve the link between OMERS and Benefits enrollment.

There was concern raised with regard to the minimum threshold to be eligible for Health Benefits under the policy.

There was discussion about the need to revisit the policy as a whole.

Staff stressed that the purpose of this change in the personnel policy was to separate the condition of being eligible for OMERS enrolment from eligibility for benefits.

Motion No.:
FA-22-087

Moved By: Harley Greenfield
Seconded By: Marion Koepke

WHEREAS updates to Regulation 14 Pension Plans of the GSCA Personnel Policy are required as the result of changes to the voluntary enrollment requirements for other-than-continuous full-time employees for the OMERS Pension Plan,

AND WHEREAS, Regulation 15 Other Employee Benefits, Group Health Insurance is directly linked to Regulation 14,

THAT, the Board of Directors endorses the recommended changes to the GSCA Personnel Policy as detailed in the attached document.

Carried

Motion No.:
FA-22-088

Moved By: Scott Mackey
Seconded By: Marion Koepke

THAT, the Board of Directors direct staff to bring forward a wholly revised Personnel Policy within the first quarter of the new Board year.

Carried

iii. Water Management

Nothing at this time.

iv. Environmental Planning

a. Environmental Planning Fee Review

The Manager of Environmental Planning, MacLean Plewes, presented the conclusion of the Environmental Planning Fee Review consultation process.

MacLean displayed the presentation that was utilized for public consultation.

It was noted that GSCA is in the top 20% of CAs for total planning applications but in the bottom 40% for staffing level. This illustrated the misalignment of staff and workload.

MacLean reviewed the mandatory and discretionary roles and activities that the department conducts. It was noted that the current fee structure was established in 2006 and had not been based on a comprehensive review of actual costs.

The activity-based costing methodology used by Watson and Associates included all of the direct and indirect costs associated with the services provided by the department.

MacLean reviewed the findings and recommendations of the fee review.

MacLean explained the consultation process with watershed stakeholders, municipal partners, and industry experts in the development, building, engineering, planning, and environmental fields.

MacLean reviewed the major fee category items that had raised the most concern and explained that these major fee categories are new and structured differently than the previous fee structure. It was noted that the new major fee items have included the technical review fees that had previously been charged as separate items.

MacLean noted that concern was raised at the staff level over the minor project fee and as a result staff have recommended creating an additional "Routine Project" fee category that would cover routine permit applications intention of this fee category is to capture very basic types of development that require little effort and staff time to review and pose little to no risk from a natural hazard perspective.

A Member raised a concern regarding the process being fair, that larger more involved projects are charged more than those that require less staff time.

A Member commented that the fee structure does a good job of aligning the cost of providing service to the fees being applied. Additionally, appreciation was given of the staff's recommendation of the Routine Permit Fee and looks forward to seeing the details from staff.

A Member agreed that they would like to see the minor fees be kept appropriate.

A Member asked if the plan is to get fees to 100% cost recovery. The CAO explained that through the review, fees were compared to the market rate and some fees needed to be scaled back to be in line with the market rate.

How responsive would the department be in the case of a severe reduction in workload. MacLean explained that the number of applications used in the calculation were based on a five-year average. The CAO added that the additional staff could be utilized in other areas of the agency and partner municipalities, in the unlikely event of a significant reduction in workload.

Motion No.:
FA-22-089

Moved By: Paul Vickers
Seconded By: Harley Greenfield

WHEREAS, the GSCA Board of Directors recognizes that more capacity and expertise is required within GSCA's Environmental Planning Department;

AND WHEREAS, the GSCA Board of Directors directed staff to engage Watson & Associates to conduct a review of the Environmental Planning Department's service rates and fee for full cost recovery of an enhanced level of service;

AND WHEREAS, the Program Rates and Fees Review Final Report was completed in March of 2022;

AND WHEREAS, staff consulted with watershed stakeholders and further refined the consultant recommended proposed fee structure

**THAT THE Board of Directors endorse the Program Rates and Fees Review Final Report;
AND THAT The Board of Directors approve the staff amended proposed fee structure.**

Carried

v. Operations

Nothing at this time.

vi. Conservation Lands

a. GSCA Parking Lots

The Manager of Conservation Lands, Rebecca Ferguson, spoke to the proposed addition or expansion of the four identified parking lots.

Rebecca reviewed each of the four locations.

A Member asked with regards to funding the projects. Rebecca responded that some of the user groups have offered to pay for the construction, there may also be grants available. Any maintenance and/or snow removal could be included in the service agreements with user groups.

A Member asked what the extent of the work that would be required?

Rebecca responded that staff will be bringing more detail back to the Board.

A Member recommended discussing opportunities to partner with municipalities.

**Motion No.:
FA-22-090**

**Moved By: Scott Mackey
Seconded By: Paul Vickers**

WHEREAS, the Grey Sauble Conservation Authority (GSCA) is the fee-simple owner of the lands known to us as:

**Massie Hills Management Area
Griersville Management Area
Hepworth Management Area
Wodehouse Management Area**

AND WHEREAS, under Section 21 (1)(m) of the Conservation Authorities Act, GSCA has the ability to use lands owned or controlled by the authority for park or other recreational purposes, and to erect, or permit to be erected, buildings, booths and facilities for such purposes and to make charges for admission thereto and the use thereof;

THAT the Grey Sauble Conservation Authority Board of Directors approve GSCA staff continuing to pursue partnerships and NEC permits for the four proposed parking lots.

Carried

Member Dwight Burley left the meeting at 3:49 p.m.

vii. Forestry

Nothing at this time.

viii. Communications/Public Relations

Nothing at this time.

ix. Education

Nothing at this time.

x. GIS/IT

Nothing at this time.

xi. DWSP

Nothing at this time.

9. New Business

Nothing at this time.

10. CAO's Report

The CAO, Tim Lanthier, gave an update on activities from the past month.

On September 12th staff met with Arran-Elderslie Council regarding the programs and services inventory and transition plan. This was well received with very few questions. Staff will be reaching out to senior staff at all member municipalities to brief new councils on the programs and services inventory.

Tim followed up with some of the Eastern CAs regarding the Agricultural Representative, there have been no Ministry assigned representative as of yet.

Conservation Ontario has hired Angela Coleman, previously the CAO from South Nation CA, as the General Manager of CO.

On September 30th, Tim, Chair Scott Greig and Vice Chair Andrea Matrosovs and Manager of Information Services, Gloria Dangerfield, will be meeting with MPP Rick Byers to provide some high-level information about the GSCA and CAs in general.

Parking revenues continue to be high, having exceeded \$240,000 in total parking sales and more than 1,100 seasonal parking passes sold.

Due to unacceptable levels of service and communication, staff have ended the administration building's cleaning contract early. Staff will be putting this out to tender soon. Staff anticipate there being an impact on the year-end forecast.

Tim thanked Members for their support and work over the past several years and wished all those members running for re-election luck in respective races. Additionally, Tim expressed special thanks to Members Cathy Little and Paul McKenzie and wished them best wishes in their future endeavors.

11. Chair's Report

Chair Greig wished all members good luck in their upcoming elections and gave special thanks to Members Cathy Little and Paul McKenzie on all of their work and dedication to the GSCA as representatives of their municipalities.

Chair Greig asked Members for direction on conducting the CAO's performance review and handling of staff survey results. After discussion, it was agreed to conduct the CAO's performance review at the October meeting.

A Member recommended not having a meeting in November. This was agreed on.

Member Paul McKenzie left the meeting at 4:17 p.m.

12. Other Business

Nothing at this time.

13. Resolution to Move into Closed Session

Nothing at this time.

14. Resolution Approving the Closed Session Minutes

Nothing at this time.

15. Next Full Authority Meeting

Wednesday October 26th, 2022

16. Adjournment

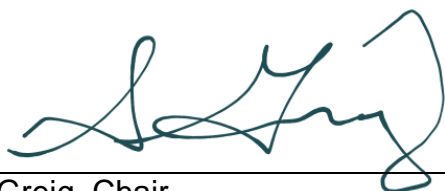
The meeting was adjourned at 4:17 p.m.

Motion No.:
FA-22-091

Moved By: Ryan Greig
Seconded By: Scott Mackey

THAT this meeting now adjourn.

Carried



Scott Greig, Chair



Valerie Coleman
Administrative Assistant

SAUGEEN VALLEY CONSERVATION AUTHORITY

Minutes

Meeting: Authority Meeting
Date: Thursday, September 15, 2022, 10:00 a.m.
Location: Electronic
Chair: Maureen Couture
Members present: Paul Allen, Barbara Dobreen, Dan Gieruszak, Cheryl Grace, Tom Hutchinson, Dave Myette, Mike Niesen, Sue Paterson, Diana Rae, Christine Robinson, Bill Stewart
Members absent: Mark Davis, Steve McCabe, Don Murray
Others present: Jennifer Stephens, General Manager / Secretary-Treasurer
 Erik Downing, Manager, Environmental Planning and Regulations
 Donna Lacey, Manager, Forestry and Lands
 Elise MacLeod, Manager, Water Resources
 Laura Molson, Manager, Corporate Services
 Janice Hagan, Executive Assistant / Recording Secretary

Chair Maureen Couture called the meeting to order at 10:00 a.m.

1. Land Acknowledgement

The following Land Acknowledgement was read by Director Paul Allen:

We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudensaunee, the Neutral, and the Petun peoples as the traditional keepers of this land. We are committed to moving forward in the spirit of reconciliation with First Nation, Métis, and Inuit peoples.

2. Adoption of Agenda

MOTION #G22-73

Moved by Dave Myette

Seconded by Sue Paterson

THAT the agenda be adopted as amended.

CARRIED

3. Declaration of Pecuniary Interest

No persons declared a pecuniary interest relative to any item on the agenda.

4. Approval of Authority meeting Minutes – July 21, 2022**Motion #G22-74**

Moved by Diana Rae

Seconded by Barbara Dobreen

THAT the minutes of the Authority meeting held on July 21, 2022, be approved as circulated.

CARRIED

5. Consent Agenda**Motion #G22-75**

Moved by Cheryl Grace

Seconded by Paul Allen

THAT the reports, and information contained in the Consent Agenda, [Item 5-a-b], along with their respective recommended motions be accepted as presented.

CARRIED

6. New Business**a. 2023 Draft Budget Review**

Jennifer Stephens introduced the proposed 2023 Budget presentation which integrates investments in SVCA staff, communities, and the conservation authority. She noted that the budget has been affected by the high cost of living and increased insurance costs. The guiding document driving the budget is the *Inventory of Programs and Services* with required deliverables by December 31, 2024. The Managers of each department presented plans and required projects for 2023.

Corporate Services

The Corporate Services department includes administration, finance, communications, GIS, IT, and education, and has 6 full time staff members. Planned priorities for 2023 are policy development, continued rebranding, AODA compliance documents, the implementation of a content management system, and increased marketing and community education. An increase in self-generated revenues is expected due to improved investment income.

Environmental Planning and Regulations (EPR)

The EPR department has experienced an unprecedented number of permits and planning applications. The department consists of 11 full time staff. Priorities for 2023 include professional development and training of staff to improve staff retention, design of a Content Management System, completion of updates to the Environmental Planning and Regulations Policies Manual, and assessment of risks associated with natural hazards including impacts of climate change. Revenues are expected to be consistent with 2022 figures.

Forestry and Stewardship

Tree planting will continue in 2023 along with increased forest management activities. Signage will be replaced where necessary.

Authority Meeting – September 15, 2022

Non-Revenue Parks

The Lands budget for 2023 includes continuous property and infrastructure replacement and maintenance, and various park upgrades including improved signage and enforcement measures.

Campgrounds

Removal of dead and dying Ash and other hazard trees as previously forecasted is imperative and funds will need to be drawn from Campground reserves. All three campgrounds are projected to have surpluses at the end of 2023, which will replenish the reserve fund in part.

Motor Pool

A new 4 x 4 truck will be needed to replace a decrepit truck, as well as general maintenance of the fleet. Funds will be drawn from the motor pool reserve.

Christine Robinson joined the meeting at 11:28 a.m.

Water Resources (WR)

In 2023, Water Quality staff will be issuing the Watershed Report Card, participating in continued stakeholder partnerships, and continuing to monitor dam removal sites. The WR proposed budget includes the purchase of new stream gauge equipment for two stations, and a hydrometric network capital project. Other capital projects include projects under the Water and Erosion Infrastructure Program (WEI). Priorities include floodplain mapping improvements, preparation of the *Conservation Authority Act* deliverables, and ongoing maintenance of water and erosion control structure assets.

Tom Hutchinson joined the meeting at 11:45 a.m.

Laura Molson discussed the Budget Summary and explained the breakdown between General levy and non-General levy programs. She discussed the overall increase by municipality. Reserve funds will be used in the 2023 budget for hazard tree removal. Other draws from reserve funds will be for required capital projects.

The Directors discussed the levy increases and requested that staff be available to present as delegations at municipal council meetings if requested.

After further discussion the following motion was carried.

MOTION #G22-76

Moved by Bill Stewart

Seconded by Diana Rae

THAT the SVCA Board of Directors approve the 2023 draft budget in principle; and

FURTHER THAT staff be authorized to forward the draft budget, to the Authority's watershed municipalities for a 30-day review and include the offer of a delegation if requested.

CARRIED

Authority Meeting – September 15, 2022**Adjournment**

There being no further business, the meeting adjourned at 12:22 p.m. on motion of Christine Robinson and Dave Myette.

Maureen Couture
Chair

Janice Hagan
Recording Secretary

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

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Toronto ON M7A 2J3
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et du Logement**

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234-2022-4624

October 25, 2022

Good afternoon,

On October 25, 2022, our government released [More Homes Built Faster: Ontario's Housing Supply Action Plan 2022-2023](#) that proposes bold and transformative action to get 1.5 million homes built over the next 10 years.

Details about the range of measures in our plan can be found in the [news release here](#).

The More Homes Built Faster Plan proposes policies and tools that reflect recommendations from the [Housing Affordability Task Force Report](#) and builds on [More Homes, More Choice](#) and the [More Homes for Everyone Plan](#). Our plan also draws on many elements from AMO's 2022 A Blueprint for Action: An Integrated Approach to Address the Ontario Housing Crisis and ROMA's 2022 Task Force Report on Attainable Housing and Purpose-Built Rentals. These changes are providing a solid foundation to address Ontario's housing supply crisis over the long term and will be supplemented by continued action in the future.

Our government has also introduced the More Homes Built Faster Act, 2022, and is seeking feedback on the changes proposed under the legislation and associated regulations. Additionally, various housing and land use policy reviews – including a housing-focused policy review of A Place to Grow and the Provincial Policy Statement, with a theme of supporting rural and northern housing – are being undertaken to identify and remove barriers to getting more homes built. These and other related consultations can be found through the [Environmental Registry of Ontario and the Ontario Regulatory Registry](#).

We encourage you share this information with senior staff in the municipality and to inform the newly elected head of council and council members. Our government is building a strong foundation for action that will continue to ensure Ontario is a prosperous and growing province – and the best place in the world to call home. We look forward to continued collaboration with our municipal partners to get more homes built faster.

Sincerely,

Steve Clark
Minister

- c. The Honourable Michael Parsa, Associate Minister of Housing
- Kate Manson-Smith, Deputy Minister
- Ryan Amato, Chief of Staff, Minister's Office
- Joshua Paul, Assistant Deputy Minister, Housing Division
- Municipal Chief Administrative Officers



STAFF REPORT

Report To: Board of Directors
Report From: Tim Lanthier, CAO
Meeting Date: September 28, 2022
Report Code: 027-2022
Subject: DRAFT: GSCA Fee Policy

Recommendation:

WHEREAS amendments to the Conservation Authorities Act require GSCA to administer fees in a transparent and accountable manner by adopting and publishing a written fee policy,

AND WHEREAS these changes to the Act will take effect on January 1, 2023,

THAT the GSCA Board of Directors endorse the Draft Fee Policy prepared by Staff,

AND THAT the GSCA Board of Directors direct staff to consult on the Draft Fee Policy,

AND THAT the GSCA Board of Directors request that staff bring back a final version of the GSCA Fee Policy at the November 23, 2022 Board of Directors meeting.

Strategic Initiative:

This item is related to all of GSCA's Strategic Initiatives and overall operations.

Background:

Amendments to the Conservation Authorities Act were undertaken in 2020 to clarify the programs and services that conservation authorities (CAs) deliver. In 2021, *Ontario Regulation 686/21: Mandatory Programs and Services* provided additional clarity regarding the programs and services that CAs are required to provide. In April 2022, the Minister of Environment, Conservation and Parks released *Policy: Minister's List of Classes of Programs and Services in respect of which conservation authorities may charge a fee ("Minister's List")*. CAs may only charge a fee for a program or services that it provides if it is set out in the Minister's List. The Minister's List identifies that CAs may charge a fee for mandatory, municipal and other programs and services where the user-pay principle is appropriate.

The Minister's List replaces the *1997 Policies and Procedures for the Charging of Conservation Authority Fees* which was approved by the Minister of Natural Resources and Forestry. The new Minister's List will come into effect on January 1, 2023.

On January 1, 2023, the Conservation Authorities Act is amended by enacting section 21.2 (1)-(12) "Fees for Programs and Services". Subsection (1) enables the Minister to determine the classes of programs and services in respect of which an authority may charge a fee and Subsection (2) requires the minister to publish a List in a policy document. CAs may only charge a fee for a program or service that it provides if it is set out on this list.

Under the Conservation Authorities Act, programs and services delivered by conservation authorities include:

- **Mandatory programs and services.** Mandatory programs and services that the conservation authority is required to provide. These services are further defined in O. Reg. 686/21: Mandatory Programs and Services and may be funded by provincial grants, other sources, municipal apportionment and/or conservation authority self-generated revenue (e.g., user fees) where the user-pay principle is appropriate.
- **Municipal programs and services.** Programs and services that an authority agrees to provide on behalf of a municipality under a MOU or agreement. The program or service may be funded by the municipality or by other funding mechanisms (e.g., user fees where the user-pay principle is appropriate) as per the MOU or agreement.
- **Other programs and services.** Programs and services that an authority determines are advisable to further the purposes of the Act. The program or service may be funded by the municipality or by other funding mechanisms as per the cost apportioning agreement and the Minister's List.

Subject: DRAFT – GSCA Fee Policy

Report No: 027-2022

Date: September 28, 2022

Section 21.2 of the Conservation Authorities Act (CAA) empowers the Grey Sauble Conservation Authority (GSCA) to charge fees for programs and services. The intent of these fees is to offset the direct and indirect costs of offering programs and services or to generate revenue for the Authority.

Section 21.2 of the CAA requires GSCA to administer the charging of fees in a transparent and accountable manner by adopting and publishing a written fee policy, which includes fee schedules that list the programs and services for which GSCA charges a fee and the amount to be charged.

GSCA will maintain its fee schedules and prior to any changes to the fee schedule(s), will notify the public of the proposed change in a manner GSCA considers appropriate, as per the regulations.

In this fee policy, GSCA will also set out the frequency with which it will conduct a review of its fee policy, including its fee schedule(s), the process for carrying out a review of the fee policy, including the rules for giving notice of the review and any changes as a result of a review, and the circumstances under which any person may make a request to GSCA to reconsider a fee that was charged to the person and the procedures applicable to the reconsideration. Decisions regarding the fee policy and fee schedule are made by the GSCA Board of Directors.

The fees that GSCA charges, in accordance with the Minister's Fee Classes Policy, are considered 'user fees.' 'User fees' are fees paid to GSCA by a person or organization for a service that they specifically benefit from. This includes use of a public resource (e.g., park access or facility rental) or the privilege to do something (e.g., receive an approval through a permit or other permission to undertake a regulated activity).

Under Section 21.2 of the CAA, a conservation authority may determine the amount of a fee to be charged for a program or service that it provides. If a fee is to be charged for a program or service, the amount to be charged or the manner for determining the amount must be listed in the conservation authority's fee schedule.

By charging fees for programs and services where the User-Pay principle is considered appropriate, GSCA increases revenue generation opportunities, reducing reliance on general municipal levy (now called apportionment) to finance the programs and services it provides.

The Fee Policy must be in place by January 1, 2023.

Current Proposal

In accordance with the requirements of the Conservation Authorities Act and the relevant regulations, GSCA has prepared the attached Draft Fee Policy.

Subject: DRAFT – GSCA Fee Policy

Report No: 027-2022

Date: September 28, 2022

Consistent with the requirements of the Act and the Regulations, GSCA should consult with partners and stakeholders on this policy. As such, it is proposed that GSCA staff will solicit comments from member municipalities, the County of Grey and the County of Bruce, as well as the Town of Collingwood and the Municipality of Northern Bruce Peninsula. Additionally, GSCA will post this for comment on GSCA's public facing website and will submit it to Conservation Ontario for a staff review.

GSCA is not proposing to update any fee schedules at this time (notwithstanding the Planning and Permitting Fees that are included under a separate report and for which consultation has occurred). Therefore, no fee schedules will be included with the circulations to ensure that the review is on the Policy document and not on already approved schedules.

The proposed consultation period will be generally open until the end of October. This will allow staff time to follow up on any comments received and to collate the results in time for the November Board of Directors meeting.

Financial/Budget Implications:

There are no immediate financial implications associated with the implementation of this Fee Policy. However, it will provide a greater clarity to partners, stakeholders and the general public when viewing GSCA's fee schedules.

Communication Strategy:

As noted above, GSCA staff will circulate the Draft Policy to all municipal partners for review and comment. The general public will be afforded the ability to comment via a comment request form on GSCA's public facing website. Notification of the comment period will be posted on our website home page and also posted on GSCA's social media platforms.

Appendix 1: DRAFT – GSCA Fee Policy

Appendix 2: Excerpt from the Conservation Authorities Act – Section 21.2(1) – 21.2(12) – Fees for Programs and Services



(DRAFT) GSCA Fee Policy

As per Section 21.2(7) of the
Conservation Authorities Act

Effective Date: September 28, 2022
Version 1.0



PROTECT. RESPECT. CONNECT.

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1.0 Preamble

Amendments to the *Conservation Authorities Act* were undertaken in 2020 to clarify the programs and services that conservation authorities (CAs) deliver. In 2021, [Ontario Regulation 686/21: Mandatory Programs and Services](#) provided additional clarity regarding the programs and services that CAs are required to provide. In April 2022, the Minister of Environment, Conservation and Parks released [Policy: Minister's List of Classes of Programs and Services in respect of which conservation authorities may charge a fee](#) ("Minister's List"). CAs may only charge a fee for a program or services that it provides if it is set out in the Minister's List. The Minister's List identifies that CAs may charge a fee for mandatory, municipal and other programs and services where the user-pay principle is appropriate.

The Minister's List replaces the 1997 *Policies and Procedures for the Charging of Conservation Authority Fees* which was approved by the Minister of Natural Resources and Forestry. The new Minister's List will come into effect on January 1, 2023.

On January 1, 2023, the *Conservation Authorities Act* is amended by enacting section 21.2 (1)-(12) "*Fees for Programs and Services*". Subsection (1) enables the Minister to determine the classes of programs and services in respect of which an authority may charge a fee and Subsection (2) requires the minister to publish a List in a policy document. CAs may only charge a fee for a program or service that it provides if it is set out on this list.

Under the *Conservation Authorities Act*, programs and services delivered by conservation authorities include:

- **Mandatory programs and services.** Mandatory programs and services that the conservation authority is required to provide. These services are further defined in [O. Reg. 686/21: Mandatory Programs and Services](#) and may be funded by provincial grants, other sources, municipal apportionment and/or conservation authority self-generated revenue (e.g., user fees) where the user-pay principle is appropriate.
- **Municipal programs and services.** Programs and services that an authority agrees to provide on behalf of a municipality under a MOU or agreement. The program or service may be funded by the municipality or by other funding mechanisms (e.g., user fees where the user-pay principle is appropriate) as per the MOU or agreement.
- **Other programs and services.** Programs and services that an authority determines are advisable to further the purposes of the Act. The program or service may be funded by the municipality or by other funding mechanisms as per the cost apportioning agreement and the Minister's List.

2.0 Introduction

Section 21.2 of the Conservation Authorities Act (CAA) empowers the Grey Sauble Conservation Authority (GSCA) to charge fees for programs and services. The intent of these fees is to offset the direct and indirect costs of offering programs and services or to generate revenue for the Authority.

Section 21.2 of the CAA requires GSCA to administer the charging of fees in a transparent and accountable manner by adopting and publishing a written fee policy, which includes fee schedules that list the programs and services for which GSCA charges a fee and the amount to be charged.

GSCA will maintain its fee schedules and prior to any changes to the fee schedule(s), will notify the public of the proposed change in a manner GSCA considers appropriate, as per the regulations.

In this fee policy, GSCA will also set out the frequency with which it will conduct a review of its fee policy, including its fee schedule(s), the process for carrying out a review of the fee policy, including the rules for giving notice of the review and any changes as a result of a review, and the circumstances under which any person may make a request to GSCA to reconsider a fee that was charged to the person and the procedures applicable to the reconsideration. Decisions regarding the fee policy and fee schedule are made by the GSCA Board of Directors.

The fees that GSCA charges, in accordance with the Minister's Fee Classes Policy, are considered 'user fees.' 'User fees' are fees paid to GSCA by a person or organization for a service that they specifically benefit from. This includes use of a public resource (e.g., park access or facility rental) or the privilege to do something (e.g., receive an approval through a permit or other permission to undertake a regulated activity).

Under Section 21.2 of the CAA, a conservation authority may determine the amount of a fee to be charged for a program or service that it provides. If a fee is to be charged for a program or service, the amount to be charged or the manner for determining the amount must be listed in the conservation authority's fee schedule.

By charging fees for programs and services where the User-Pay principle is considered appropriate, GSCA increases revenue generation opportunities, reducing reliance on general municipal levy (now called apportionment) to finance the programs and services it provides.

3.0 Principles

The GSCA Fee Policy and associated Fee Schedules are based upon the following three principles:

3.1 User-Pay

As noted above, GSCA charges fees, in accordance with the Minister's Fee Classes Policy, the user-pay principle is considered appropriate. The charging these fees allows GSCA to generate revenue and reduce the Authority's reliance on the municipal levy (now called an "apportionment") to finance the programs and services it provides.

3.2 Adequate Consultation and Notification

As noted in Section 7.0 of this Policy, GSCA commits to providing notification to partners, stakeholders and the general public regarding this policy and the associated fee schedules. GSCA also commits to conducting consultation, as appropriate, for the various fees that GSCA changes for the programs and services that it provides.

3.3 Right to Appeal

This Policy includes the right to appeal fees or to request a reconsideration of a fee charged. Section 5.0 of this Policy provides the details and the framework for this process.

4.0 Determination of Fees

GSCA will use different methods of determining program and service fees depending on the nature of the program or service. Examples of such determinations are:

4.1 Conservation Areas and Rentals Fee Schedule

The Conservation Lands Fee Schedule consists of several different types of user fees. These fees are generally developed on a revenue generation basis while factoring in appropriate market value, market willingness, and operational needs. Fees will be reviewed annually and adjusted as necessary to ensure operational and financial sustainability.

4.2 Data Management, Mapping and GIS Fee Schedule

Data management and mapping fees are based on the costs of services rendered, and reasonable fair market value for products such as LiDAR. Fees will be reviewed periodically to ensure sustainability.

4.3 Development, Interference and/or Alteration Permit Fee Schedule

Fees for permits are based on a detailed activity-based costing which factors in the direct and indirect costs of providing this service. These fees are designed to cover, but not exceed, the cost of providing these services on an average per application basis. GSCA utilized Watson & Associated Economists in 2021/2022 to establish the fees and service rates within this Fee Schedule. Fees will be reviewed

annually for inflation. Further details are provided on the fee schedule.

Fees may be reviewed comprehensively on a five-year basis or as determined by the GSCA.

4.4 Education Services and Day Camp Fee Schedule

Educational Services and Day Camp fees are determined largely on a cost-recovery basis, including an amount for program growth. Fees will be reviewed annually to ensure sustainability.

4.5 Forestry Services Fee Schedule

Forestry Service fees are determined largely on a combination of cost-recovery, market value and comparable services rates. Fees are reviewed annually, in consultation with neighbouring conservation authorities, to ensure sustainability.

4.6 Planning Service Fee Schedule

Fees for planning services are based on a detailed activity-based costing which factors in the direct and indirect costs of providing this service. These fees are designed to cover, but not exceed, the cost of providing these services on an average per application basis. GSCA utilized Watson & Associated Economists in 2021/2022 to establish the fees and service rates within this Fee Schedule. Fees will be reviewed annually for inflation. Further details are provided in the fee schedule.

Fees may be reviewed comprehensively on a five-year basis or as determined by the GSCA.

4.7 Stewardship Services Fee Schedule

Stewardship Service fees are determined largely on a cost-recovery basis. Fees will be reviewed periodically to ensure sustainability.

5.0 Request for Reconsideration of Fees

5.1 Overview

The Act requires that a conservation authority's fee policy must define the circumstances in which a person may request that the authority reconsider a fee that was charged and the procedures applicable to the reconsideration.

A person (applicant, client, customer, proponent, or developer) has the right to appeal a fee should they be dissatisfied with the prescribed fee. The person may request either a reduction or waiving of the fee. In order to appeal a fee, a person must submit, in writing, the reasons for the appeal.

5.2 Procedure for Requesting a Reconsideration

Any person requesting the GSCA to reconsider the fee it has charged that person must be doing so for one of the following reasons:

- It is contrary to the authority's fee schedule; or,
- It is excessive in relation to the program or service for which it was charged.

Requests for reconsideration of a fee will first be heard by the Chief Administrative Officer (CAO). To submit a request for reconsideration to the CAO, an individual will:

- Make their request in writing.
- Identify what the fee was for.
- Provide any relevant supporting documentation.
- State why they believe the fee should be reconsidered, as per the reasons above.
- State whether they are requesting the fee to be waived or to be reduced.

The CAO will consider this request and provide a response in writing to the individual making the request. The request and the CAO's response will be included in the consent agenda for the next available Board of Directors meeting package.

If not satisfied with the decision of the CAO, a person may request reconsideration of the fee by the GSCA's Board of Directors. The CAO will have the request included as an agenda item at the next available meeting of the Full Authority Board of Directors.

After receiving and considering the request, the GSCA may:

- Vary the amount of the fee to be charged to an amount the GSCA considers appropriate,
- Order that no fee be charged, or
- Confirm the original amount of the fee.

Requests for reconsideration heard by the Board of Directors will be dismissed or upheld through a resolution. The appellant will then be notified in writing of the Board's decision.

5.3 Frivolous or Vexatious Requests

The CAO, in their review, shall make judgement on whether the request is frivolous or vexatious. Requests that are considered frivolous or vexatious shall not be brought forward to the Full Authority Board of Directors.

In consideration by the CAO of whether a request is frivolous or vexatious, the CAO shall conclude that the request is frivolous or vexatious if:

- the CAO is of the opinion, on reasonable grounds, that the request is part of a pattern of conduct that amounts to an abuse of the right to request a reconsideration of a fee or to interfere with the operations of the Authority; or
- the CAO is of the opinion, on reasonable grounds, that the request is made in bad faith or for a purpose other than to reasonably request a reconsideration of a fee.

5.4 Substantially Similar Requests

The CAO, in their review, shall make judgement on whether the request is substantially similar to a request on which the Board of Directors has previously ruled. Requests that are substantially similar to a request on which the Board of Directors has previously ruled shall not be brought forward to the Full Authority Board of Directors.

In consideration by the CAO of whether a request is substantially similar or not, the CAO shall consider if:

- The Board of Directors has already passed a resolution on this specific item; or,
- The Board of Directors has already passed a resolution on a request made for the same type of fee with the same grounds for consideration (example: waiver of a parking fee based on duration of property visit).

5.5 Specific Products

The GSCA will not entertain a request for reconsideration of a fee on a specific product for which the Board of Directors has approved the product pricing (example: orthophotography) or for which GSCA has defined pricing under another agreement or partnership (ex. LiDAR).

5.6 Refunds

Refunds for various fees are identified in the individual fee schedules appended to this policy document.

No refunds will be provided for services after the GSCA has initiated the work, planning review, or permitting process, or for parking or facility rental after use of the service, except when request for reconsideration has been submitted and approved.

6.0 Frequency and Process for Review

This Policy shall be monitored from time to time to evaluate its effectiveness and fairness. The Policy, including its fee schedules, will be subject to comprehensive review at least every five years and an annual review for inflation adjustments. Typical review timelines for the various fee schedules are detailed in Section 4.0 to this policy.

Comprehensive review will include a wholistic consideration of this policy document in light of current legislation and the ongoing effectiveness of the policies. Any changes to the fee policy will be made available for comment on GSCA's public facing website and will be brought forward to the GSCA Board of Directors for review and endorsed by resolution.

Changes, if any, to fee schedules to account for inflation are embedded in each fee schedule and will be brought forward to the GSCA Board of Directors for review and endorsement.

7.0 Notice and Public Availability

Any comprehensive review of this policy or the fee schedules will be, at a minimum, posted on GSCA's website for public consideration. Comprehensive changes to the Planning and Permitting fee schedule will undergo public consultation, consisting of meetings with partners and stakeholders, in addition to an online commenting form.

GSCA will consult with participating municipalities on any fees associated with a Category 2 program or service for which we have an agreement with those municipalities, as identified in the Conservation

Authorities Act.

GSCA will consult with participating municipalities on any Category 3 programs and services for which we have an agreement with those municipalities, as identified in the Conservation Authorities Act.

This policy and the associated schedules will be made available to the public on GSCA's public facing website.

8.0 Fees under Alternative Legislation

The Minister's Fee Classes Policy does not include those instances where the authority is already authorized under another statute to charge a fee for a program or service.

Under Part IV of the Clean Water Act, 2006, a municipality has enforcement responsibility to regulate significant drinking water threats in wellhead protection areas and intake protection zones and may delegate that responsibility to a conservation authority. When this delegation occurs, the conservation authority is also given the power to charge fees as the enforcement body under that Act.

9.0 Transition

This Policy is effective upon endorsement by the GSCA Board of Directors.

The establishment of this Policy supersedes and replaces all previous Fee Policies and Schedules. This Policy and its associated schedules also apply to proposals not previously invoiced, such as draft approved plans of subdivision that pre-dated any Fee Schedules or additional technical reports associated with active applications not previously invoiced.

10.0 Legislative Framework

Section 21.2 of the Conservation Authorities Act (C.A.A.) sets out the requirements for fee schedules and the documentation of fee policies. Specifically, section 21.2 identifies:

10.1 Fee schedule

- (6) Every authority shall prepare and maintain a fee schedule that sets out,
 - (a) the list of programs and services that it provides and in respect of which it charges a fee; and
 - (b) the amount of the fee charged for each program or service or the manner in which the fee is determined. 2017, c. 23, Sched. 4, s. 21. Fee policy
- (7) Every authority shall adopt a written policy with respect to the fees that it charges for the programs and services it provides, and the policy shall set out,
 - (a) the fee schedule described in subsection (6);
 - (b) the frequency within which the fee policy shall be reviewed by the authority under subsection (9);
 - (c) the process for carrying out a review of the fee policy, including the rules for giving notice of the review and of any changes resulting from the review; and

(d) the circumstances in which a person may request that the authority reconsider a fee that was charged to the person and the procedures applicable to the reconsideration. 2017, c. 23, Sched. 4, s. 21.

10.2 Fee policy to be made public

(8) Every authority shall make the fee policy available to the public in a manner it considers appropriate. 2017, c. 23, Sched. 4, s. 21. Periodic review of fee policy

(9) At such regular intervals as may be determined by an authority, the authority shall undertake a review of its fee policy, including a review of the fees set out in the fee schedule. 2017, c. 23, Sched. 4, s. 21.

10.3 Notice of fee changes

(10) If, after a review of a fee policy or at any other time, an authority wishes to make a change to the list of fees set out in the fee schedule or to the amount of any fee or the manner in which a fee is determined, the authority shall give notice of the proposed change to the public in a manner it considers appropriate. 2017, c. 23, Sched. 4, s. 21.

10.4 Reconsideration of fee charged

(11) Any person who considers that the authority has charged a fee that is contrary to the fees set out in the fee schedule, or that the fee set out in the fee schedule is excessive in relation to the service or program for which it is charged, may apply to the authority in accordance with the procedures set out in the fee policy and request that it reconsider the fee that was charged. 2017, c. 23, Sched. 4, s. 21.

10.5 Powers of authority on reconsideration

(12) Upon reconsideration of a fee that was charged for a program or service provided by an authority, the authority may,

- (a) order the person to pay the fee in the amount originally charged;
- (b) vary the amount of the fee originally charged, as the authority considers appropriate;
- (c) order that no fee be charged for the program or service. 2017, c. 23, Sched. 4, s. 21.

11.0 Fee Schedules

Appendix 'A': Conservation Areas and Rentals Fee Schedule

Appendix 'B': Conservation Area Parking Rates

Appendix 'C': Data Management, Mapping and GIS Fee Schedule

Appendix 'D': Development, Interference and/or Alteration Permit Fee Schedule

Appendix 'E': Education Services and Day Camp Fee Schedule

Appendix 'F': Forestry Services Fee Schedule

Appendix 'G': Planning Service Fee Schedule

Appendix 'H': Stewardship Services Fee Schedule

DRAFT

Excerpt from the Conservation Authorities Act – Section 21.2(1) – 21.2(12) – Fees for Programs and Services

Note: On January 1, 2023, the day named by proclamation of the Lieutenant Governor, the Act is amended by adding the following section: (See: 2017, c. 23, Sched. 4, s. 21)

Fees for programs and services

21.2 (1) The Minister may determine classes of programs and services in respect of which an authority may charge a fee. 2017, c. 23, Sched. 4, s. 21.

Publication of list

(2) The Minister shall publish the list of classes of programs and services in respect of which an authority may charge a fee in a policy document and distribute the document to each authority. 2017, c. 23, Sched. 4, s. 21.

Updating list

(3) If the Minister makes changes to the list of classes of programs and services in respect of which an authority may charge a fee, the Minister shall promptly update the policy document referred to in subsection (2) and distribute the new document to each authority. 2017, c. 23, Sched. 4, s. 21.

Where authority may charge fee

(4) An authority may charge a fee for a program or service that it provides only if it is set out on the list of classes of programs and services referred to in subsection (2). 2017, c. 23, Sched. 4, s. 21.

Amount of fee

- (5) The amount of a fee charged by an authority for a program or service it provides shall be,
- (a) the amount prescribed by the regulations; or
 - (b) if no amount is prescribed, the amount determined by the authority. 2017, c. 23, Sched. 4, s. 21.

Fee schedule

- (6) Every authority shall prepare and maintain a fee schedule that sets out,
- (a) the list of programs and services that it provides and in respect of which it charges a fee; and
 - (b) the amount of the fee charged for each program or service or the manner in which the fee is determined. 2017, c. 23, Sched. 4, s. 21.

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Reconsideration of fee charged

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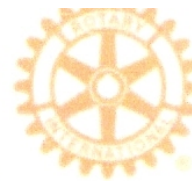
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- (c) order that no fee be charged for the program or service. 2017, c. 23, Sched. 4, s. 21.

Rotary

Club of Paisley, Ontario



October 27, 2022

Municipality of Arran Elderslie
1925 Bruce County Road 10
Chesley, Ontario
N0G 1L0

Attention: Mr. Scott MacLeod

Subject: Removal of Ash Trees at Paisley Rotary Campground

Dear Scott,
per our telephone conversation, the following is a paper trail, per your request.

In the spring of 2022 we had Rick Hodgins, who is a specialist in the forestry business and a friend of Rotary, remove a tree because of dead limbs. At that time, he pointed out a number of holes in ash trees that had been caused by the Ash Bore.

At that time he stated that with the evidence of Ash Bore being present, it would affect all ash trees in the park. He also stated that it would happen quickly and we should proceed to get the trees removed by the fall of 2022, or spring of 2023 at the latest. because of danger of falling limbs to our campers.

In September of 2022 a group of Rotary members checked the trees and found indication of stress and dead limbs on 80 to 90% of the ash trees.

This was brought up at the next Rotary Meeting and it was decided, for safety purposes, to remove ALL ash trees in the park. The Paisley Rotary Club also agreed to pay for removal and re-installation of power line east of the supply transformer in the centre of the park.

We would like to have any wood 15 inches in diameter left for firewood for the campground.

There will be at least 20 trees, probably more, to be taken out. I would like to consult with Les Phillipi and we could mark all the ash trees to be removed and mark some trees along the River that will be left with a higher stump.

Thank you for all your cooperation on this matter.

A handwritten signature in black ink, appearing to read "Larry Gilchrist".

Larry Gilchrist
Rotary Campground Committee

A handwritten signature in black ink, appearing to read "Ed Maxwell".

Ed Maxwell
President Paisley Rotary Club

MULTI-MUNICIPAL WIND TURBINE WORKING GROUP

TOM ALLWOOD, COUNCILLOR, GREY HIGHLANDS, CHAIR

STEVE ADAMS, COUNCILLOR, BROCKTON, VICE-CHAIR

1925 BRUCE ROAD 10, BOX 70, CHESLEY, ON NOG 1L0

[519-363-3039](tel:519-363-3039) FAX: [519-363-2203](tel:519-363-2203) deputyclerk@arran-elderslie.ca

November 16, 2022

Greetings Members of Council,

Congratulations on your election to Municipal Council. Your commitment and leadership are invaluable to your community and residents.

As Municipal Leaders, we are mandated by the *Municipal Act, 2001, as amended*, to provide measures necessary for the health, safety and well-being of citizens within our jurisdiction. The Multi-Municipal Wind Turbine Working Group (MMWTWG) collectively addresses concerns that are raised in relation to the various wind turbine projects across the province.

The list of concerns and implications is continually growing and many citizens are completely unaware of the effects, both short and long term that wind turbines pose. To provide some context to the complex matters that the MMWTWG continues to work to resolve, some principal issues are provided.

1. Public Safety

- Setbacks for tower collapse are insufficient. The current blade length plus 10 metres requirement is not a strong enough protective measure. Ontario has seen collapses of GE Turbine at Raleigh and Vestas Turbine at Bow Lake. Public database details at least 95 collapses worldwide, including Enercon, Siemens, Nordex, and others. Bow Lake turbines were also permitted to restart by regulator without any public release of information of recent failure.
- Setbacks for blade failures are insufficient. The current blade length plus 10 metres requirement is not a strong enough protective measure. Ontario has seen debris at 560 metres with 51-metre setback, with failures from GE, Vestas, Suzlon/Repower. Regulator did inadequate safety review of post commissioning installation of "power cone" at Skyway 8 and is permitting turbine restart without public investigation into impact of failure on tower integrity.
- Setbacks for ice throw are also insufficient, as the blade length plus 10 metre setback is less than the ice throw distance witnessed in Ontario.
- Fire hazard – Ontario has witnessed turbine fire and flaming debris on the ground at 200 metres, while setback was 50 metres. Ministry review failed to recommend industry standard protective barriers for fire suppression in spite of examples of fires in similar turbines.
- Landholder leases give no setback protection for vulnerable citizens (children and other family members of lease holder, employees, couriers, etc.)

2. **Health Impacts**

- Sleep deprivation – most common identified irritant.
- Stress – identified link from irritants to cardio vascular events.
- Unexplained cardiac events, diabetic events
- Cyclical noise (major irritant) not assessed by Ontario Compliance Protocol.
- Tonality (irritant at some projects) not adequately assessed by standards.
- Dominant, irritating, turbine noise signature dwarfs rural noise environment.
- Loss of enjoyment of property, contrary to Environmental Protection Act.

3. **Municipal Finances**

- Tax base – Assessment of multi-million-dollar turbines capped at under \$50k per MW, adversely impacts tax base. Similar to unpermitted “bonusing” by permitting low taxation. Impacts ability to build on adjoining properties.
- Community impact grants – associated “gag-clauses” deny transparency.
- Impact on roadways – large component delivery cause damages to roads.
- Upcoming impact on landfill – Component End of Life – blades not recyclable.
- Decommissioning costs – no guarantee of cost coverage at many sites.

4. **Community Cohesiveness**

- Rural neighbourhood – acrimony prevents neighbours working together, those profiting often not those who suffer impacts

5. **Energy Supply Stability**

- Mismatch to consumer demand, turbine output falls as consumer load increases in morning, but rises as consumer load falls in the evening
- Seasonal mismatch a big concern as turbine output poorest when consumer demand is highest in summer air conditioning season, and in winter heating season, yet turbine output is highest when consumer demand is lowest in spring and fall
- Requires construction of backup generation, that must price output highly as only operated intermittently.

6. **Consumer Energy Cost**

- First access to grid costs – force less costly generation off the grid. Ontario energy transitioned from least costly to most expensive in North America.
- Costs of required storage options will increase costs even further.
- Lowered electrical system reliability due to uncontrollable factors (weather).

7. **Lack of response from responsible Ministry to complaints and professional input**

- Inconsistent Ministry response to complaints from impacted citizens
- Lack of Ministry response to professional input – no disposition of items, just neglect.

8. **Lack of Respect of Impacted Citizens**

- Ministry failed to investigate the majority of complaints, took no action to correct, contrary to Renewable Energy Approvals regulations.

This Working Group shares municipal advice on by-laws, road use agreements, fire suppression requirements and other considerations that need to be considered before dealing with wind developers. We are striving to support municipalities and citizens and to become aware of issues and possible remedies regarding industrial wind turbines before it is too late to take proactive actions.

Not only do Municipality's that have wind turbine projects within its boundaries need to ensure they are aware of the negative impacts associated with these projects but Municipality's without projects also need to be aware of the same to be informed when developers come knocking on the door. Continued membership on the Multi-Municipal Wind Turbine Working Group will ensure that this knowledge base is maintained and updated as changes within the industry emerge.

The meetings are held bi-monthly, virtually via Teams which has assisted in increasing our member municipalities. Currently there are 11 Member Municipalities on the MMWTWG which includes:

- Municipality of Arran-Elderslie
- Municipality of Kincardine
- Township of Chatsworth
- Township of Melanthon
- Municipality of Central Huron
- Town of Grand Valley
- Municipality of Grey Highlands
- Township of Huron-Kinloss
- Municipality of Brockton
- Township of West Lincoln
- Municipality of Dutton-Dunwich

The MMWTWG annual membership fee is set at the beginning of each year and is currently set at \$400.00. This fee is used to cover the cost of a Recording Secretary, miscellaneous costs for preparation and circulation of materials as well as any fees related to space rentals for meetings. A small surplus is maintained for donation to a defense fund in case any municipal bylaw might be challenged by a developer. The yearly fee is paid to the "Municipality of Arran-Elderslie"; and sent directly to the Municipal Office c/o the Deputy Clerk, who is the current Recording Secretary for the Working Group.

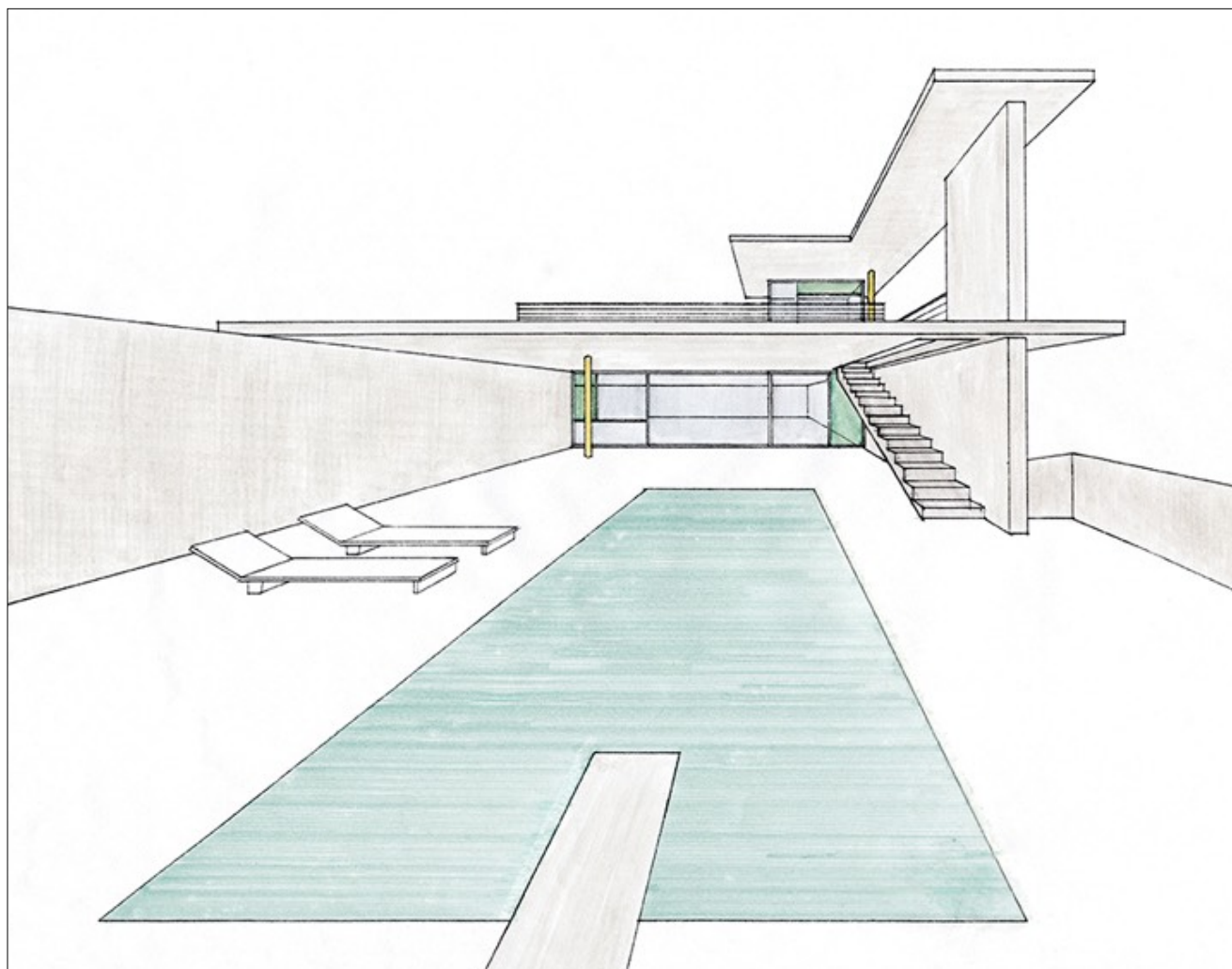
Each Member Municipality may appoint two members of Council to sit on the Working Group, one alternate member of Council and one citizen member who brings additional expertise to the discussion.

We look forward to your continued membership on this important Working Group and hope to see some new faces at our next meeting scheduled for January 12, 2023 at 7:00pm.

Warm Regards,
On behalf of the Chair, Tom Allwood



Julie Hamilton, Recording Secretary
Deputy Clerk
Municipality of Arran-Elderslie,
1925 Bruce Road 10, PO Box 70
Chesley, ON N0G 1L0
519-363-3039 ext. 105
deputyclerk@arran-elderslie.ca



Tara Pool Project Update

Prepared for: Carly Steinhoff, *Manager of Facilities, Parks and Recreation for Arran-Elderslie*

Prepared by: Tara Rotary Club
November 18, 2022

TARA ROTARY CLUB

Project Status Summary

Phase 1 of the original Tara Pool project proposal has been completed. The following documents what was completed and shows some before and after pictures of the work done. The work was completed below budget, even with additional scope addition, thanks to community support and donated labour and materials. The original scope, estimates and actual costs are documented below.

Final project cost was \$17,621.00. \$2267 below budget

Phase 1 - Address cleanliness, ventilation, showers, rot and mildew.

1) Change room floors

Current State



Main entrance to change rooms - Before



General change room floors - Before

TARA ROTARY CLUB

The condition of the floor is in poor shape from the front entrance to the change rooms and exits from the lifeguard desk, through the mechanical room to the Lifeguard exit. This makes the floor very dirty, difficult to clean and a source of mold and dirt to users, the pool deck and pool itself. Item#1 of phase 1 is to thoroughly clean the entire floor, via chemical or mechanical abrasion, add radius fillets to all wall to floor joints and paint/seal the floor with an epoxy paint. This will allow the floor to be cleaned much easier and prevent mold and dirt buildup in the cracks and wall seams.

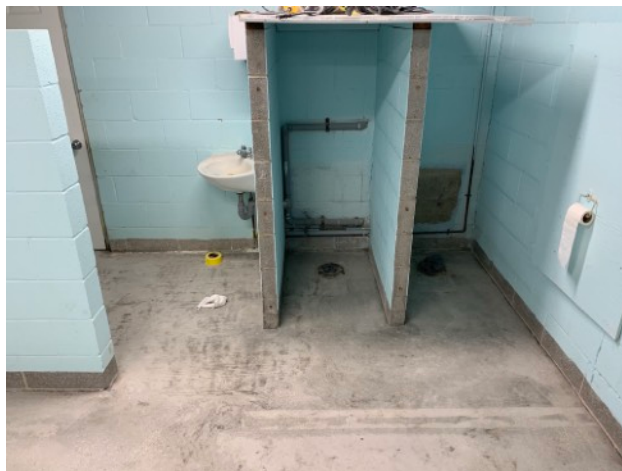
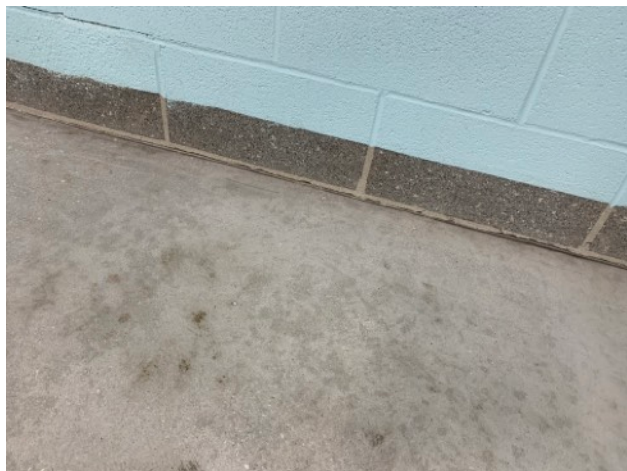


Large crack in main entrance



Crack in doorway

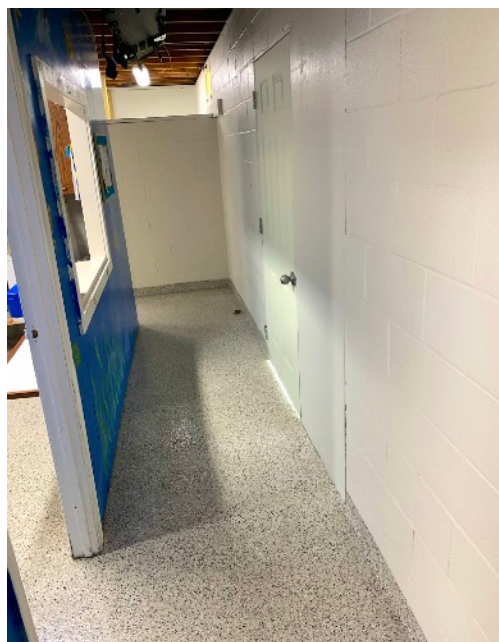
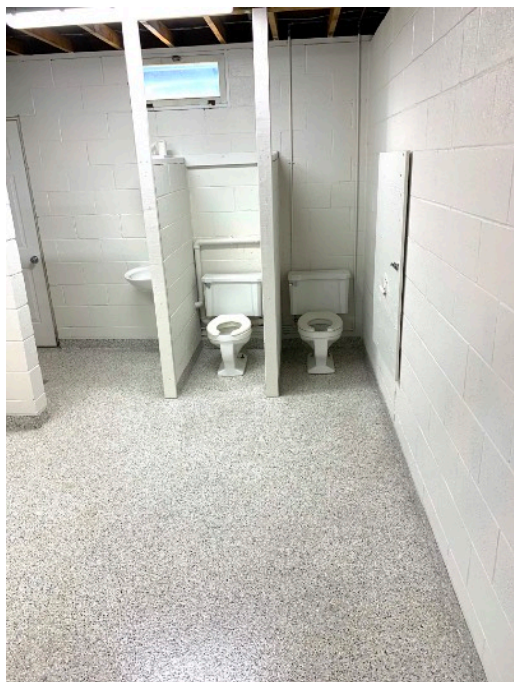
Work begins after all fixtures, toilets etc are removed.



Floor cleaned, grinded and all holes and cracks filled. Walls also ground up approximately 4" from the floor to wall seam and the floor seams were filled.

TARA ROTARY CLUB

After finishing with epoxy coatings, decorative flakes, four Polyaspartic top coats for chemical resistance and “shark skin” anti-slip additive.



Floors finished, cracks and holes filled.
All walls shown re-painted and cracks filled. (Scope addition)

TARA ROTARY CLUB

Total Floor area to be finished: 689 sq/ft + 6" (52 sq/ft) up each wall and fillet seal at floor/wall = 741 sq/ft

Item #1 estimated cost: \$12000 + tax = \$13560.00

Scope increase: Added section of floor under front desk to finish. Cost came to \$900.00

Actual finished cost: \$12,720.00.

2) New Benches

The current benches have a rough paint finish and have legs that sit on the floor. This makes it very difficult to not only clean the benches, but get around the legs on the floor. Item #2 of Phase 1 is to replace all of the benches in the Boys and Girls change rooms with wall mounted, easy to clean benches.



Benches on floor

TARA ROTARY CLUB**Finished benches in both change rooms**

Item #2 Estimated Cost: Bench material ~\$500.00, brackets, wall anchors, paint + \$350.00 labour = **\$850.00.**

Bench costs: \$449.00

Added new chairs, curtains and hooks for stalls. \$350.00

Total: \$799.00

- Labour donated by Tara Rotary

3) Correct lack of adequate ventilation in change rooms

Each change room only has one passive vent in each eave as shown above. This is not enough ventilation for a damp pool change room and will contribute to mold generation. Item #3 of phase 1 is to slightly enlarge each of the two vents, install two ventilation exhaust fans with wiring and switches, install vents in soffits to allow fresh air flow and repair existing holes in soffits/facia. The fans are sized to exceed current locker room air exchange Building Code requirements.

Estimated cost of Item #3 was \$5138.00 incl taxes.

Actual Total cost: \$2533.86

Special thanks to the following for donating materials and labour.

- Partner Ag. - Donating both exhaust fans
- Nickason's Plumbing - Donation of fan auto humidity controller
- Bridge Electric - Donating materials and installation of fan controllers and electric supply
- Tara Rotary - Donated Labour
- Volunteer Community labour - Chris Mather

TARA ROTARY CLUB

Existing Soffits - Rot and no vents.



New vented soffits and fascia installed

TARA ROTARY CLUB**4) Change room divider pole on floor and rotted.**

The supports for the boys change room toilet dividers are rotten at the floor and they impede daily floor cleaning. Item #4 of phase 1 is to cut and re-position the divider poles and replace the divider material to make it easier to clean and get poles off the floor.



Boys toilet area divider rotten at floor and blocks cleaning

TARA ROTARY CLUB

New toilet area.

Dividers not required and impair movement from change room to pool area.

Divider removed, holes in floor and wall filled and vertical rotted divider wall supports replaced.

Estimated cost of Item #4 is \$450.00 for materials and ~\$300.00 labour = \$750.00 Total.

Actual cost: 0\$

- Parts and labour donated by Tara Rotary

TARA ROTARY CLUB

5) Correct shower deficiencies and make it more useable.



Rope actuated shower in each change room

Item #5 of Phase 1 is to replace the shower head and valve in each change room to make them more useable and less prone to failure.

Due to challenge obtaining suitable water controllers, this replacement was delayed. Valves cleaned and leaking toilet isolators replaced. To be replaced in 2023.

**Estimated cost of Item #5 is \$850.00 for new valves, shower heads, plumbing and \$300.00 labour.
Total \$1150.00**

**Actual cost of reduced scope: \$71.64
\$1150 to be spent by Tara Rotary in 2023 to complete.**

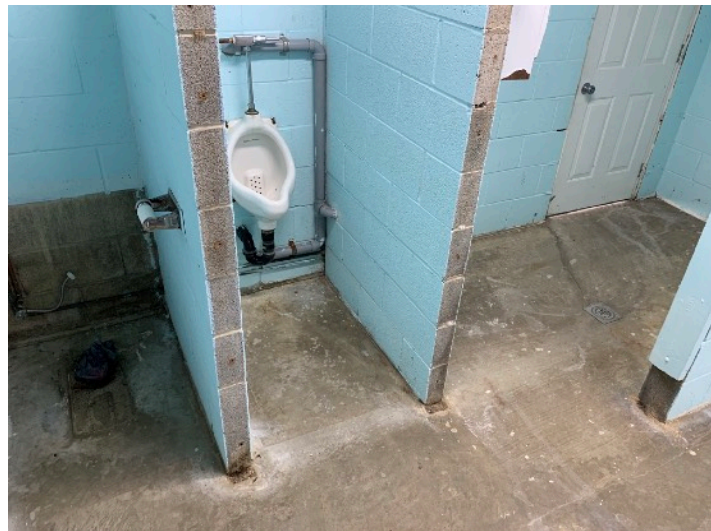
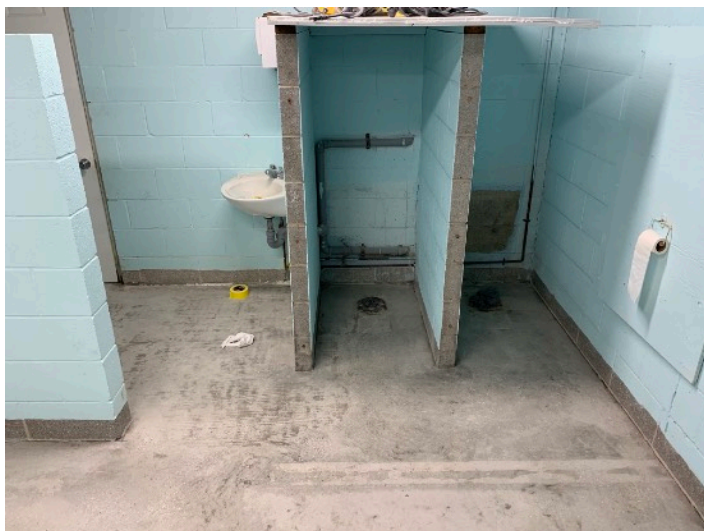
- Labour supplied by Tara Rotary

Additional jobs included in phase 1, but not budgeted shown below.

- Cleaning and Painting of walls
- New chairs in stalls
- New coat hangers
- New office desk shelf and divider wall repair
- New Lifeguard sun shade - Donated by Huron Tractor - Chatsworth

TARA ROTARY CLUB

Due to the poor visual condition of the walls, the removed dividers etc. it was decided to repaint all the walls in both change rooms, the entrance hall and the office area. This included filling holes in the walls and cracks.



Original Walls



Cleaning and painting in progress



Finished walls

TARA ROTARY CLUB

Original budget estimate: \$0

Actual cost: \$334.17 (materials)

- Special thanks to community volunteer labourers Mike and Brenda Danyluk and Karen Kerker
 - Tara Rotary labour
-



New shelf and backboard



New coat hangers and chairs instead of short benches

Original budget \$0

Actual total: \$166.77

- Material donations from Tara Rotary
 - Donated labour - Tara Rotary
-

TARA ROTARY CLUB
Final Cost Summary

Phase 1			Cost
Original Budgeted total for Phase 1 from approved proposal			\$19,888
Actual total cost of budgeted items			\$16,020
Under Budget amount			\$3,868
Cost of additional scope			\$451
Total cost of project to date			\$16,471
Cost of deferred work to be completed in 2023 - Shower heads and controls			\$1,150
Final Project Cost. (\$2,267 under budget)			17,621.00

Financing: \$10k came from Arran-Elderslie, \$6471 from Tara Rotary, volunteer labour and donations.

Special thanks to all the volunteers, business donations and Arran-Elderslie Council for making this project a success.

Future Potential Work

Phase 2 - Address any Deficiencies with Pool Equipment

Recommended repairs to the mechanical equipment would be as follows:

- Air in-leakage to pump intake discovered during 2022 season. Likely location is strainer flange surface, but valve gaskets also possible. Recommend that strainer and all valve flange surfaces be re-finished and all gaskets and seals be replaced.
- Sand blast rusted flanges and repaint
- Pump seals may need replacing
- Obtain quote (I/P) for grinding and re-finishing the pool sides and bottom to remove the old paint. The new epoxy coating would have a life of approx. 10 yrs and not require yearly painting. The current paint layers are getting quite thick and is starting to flake off in large chunks. The current practise of painting every year is not really sustainable. Cost benefit case to be reviewed by Tara Rotary and recommended path forward communicated to council.

Completing the above would likely resolve the air in-leakage issue, but there is potential for a supply piping leak (underground) if this doesn't correct the problem.

Status: Understand Arran-Elderslie town Maintenance is to contract repair work in Fall 2022.

Phase 3 - Investigate Potential to Make Pool Wheel Chair Accessible

Update: Arran-Elderslie has tentatively received a grant for an access device that will allow entry into the pool. This should be in place by summer 2023. In order to facilitate access to the pool area, it is suggested that the north gate (east end) be repositioned to the east fence (north end) and a small ramp/path be added to allow easy access from parking along street.

Since the modifications to the change rooms to make them wheel chair accessible would be significant, it is recommended to see if the pool would be utilized with the lift in and access changes. If so, further expansion could be investigated.



The Corporation of the Municipality of Arran-Elderslie

Information Report

Report From: Christine Fraser-McDonald, Clerk

Meeting Date: November 28, 2022

Subject: SRCLK.2022.21 – 2023 Regularly Scheduled Council Meetings

Attachments: Appendix A – 2023 Council Meeting Schedule
Appendix B – Reference Calendar of Scheduled Meetings

Report Summary

Based on Council's Procedure By-law 76-2021, which governs the calling of meetings of Council and providing notice of those meetings, the schedule of meetings attached as Appendix A to this report represents the anticipated regular schedule of Council meetings for the year 2023.

Background

Staff previously presented a schedule to Council prior to the October election for their information regarding the 2023 Council schedule. Since this time, there has been some revisions to the Council dates, in particular for January 23, 2023, will has been moved to January 30, 2023, to accommodate the council members that are attending the ROMA conference. As well, the April 25th date has been revised to April 24, 2023.

The Procedure By-law stipulates that, unless otherwise specified, regular meetings of Council will be held on the second and fourth Monday of the month, commencing at 9:00 a.m., and that they will be held in the Council Chambers at the Municipal Administration Office.

There is provision that only one (1) meeting will be held in each of the months of July, August and December on the second Monday of the month. If the regularly scheduled date falls on a holiday, the by-law stipulates that the meeting shall be moved to the next available day following the holiday. Two (2) additional placeholder dates in July and August are provided should additional meetings be required.

Analysis

The Procedure By-law allows for Council to vary the schedule of meetings from the default schedule set out in the by-law, where it determines that it is practical to do so.

Should there be a need, the Mayor retains the ability to call a special meeting of Council, or a majority of Council may, upon petition to the Clerk, also call a special meeting of Council, as provided for in the Municipal Act, 2001.

Appendix A will be posted on the municipality's website to assist the public in knowing when Council is scheduled to meet. Appendix B has been prepared for Council's reference and maybe subject to change as it contains meeting dates as provided by the County.

In the 2nd quarter staff will be bringing forward a report for Council's review and consideration regarding a potential committee or committee of the whole structure which will also include information related to meeting times and frequency, committee structure and proposed members.

Link to Strategic/Master Plan

6.5 Engaging People and Partnerships

Financial Impacts/Source of Funding

There are no financial or staffing implications to the recommendations contained in this report.

Approved By: Sylvia Kirkwood, CAO

2023 Schedule of Council Meetings - Bruce County & Municipality of Arran-Elderslie

For Reference Purpose Only

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

March break 13-17

April						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Council/Committee Mtgs-Bruce County
 * January 19 - 2023 1st budget presentation
 * February 2 - to include budget
 February 9 - budget (if required)

November						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Council Mtgs-Arran Elderslie
 Budget Dates - Jan 9, Jan 30, Feb 13, Feb 27 (if required)

December						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AE Council Meeting July 24/Aug 28 - TBD

Stat Holidays March Break

Christmas Break - office closed

ROMA Conference - Jan 22 - 24 Toronto

Good Roads Conference - April 16-19 Toronto

OSUM Conference Apr 24-26 Brant County

AMO Conference - Aug 20-23 London

Schedule of Regular Council Meetings – 2023 9:00 a.m. start time		
Date	Day	Notes
January 9	Monday	
January 30	Monday	ROMA conference on Jan 23 rd .
February 13	Monday	
February 27	Monday	
March 13	Monday	March Break 13-17
March 27	Monday	
April 11	Tuesday	Easter Monday – Office Closed
April 24	Monday	
May 8	Monday	
May 23	Tuesday	Stat Holiday - May 22
June 12	Monday	
June 26	Monday	
July 10	Monday	
July 24	Monday	If Required
August 14	Monday	
August 28	Monday	If Required
September 11	Monday	
September 25	Monday	
October 10	Tuesday	Holiday – October 9 – Office Closed
October 23	Monday	
November 13	Monday	
November 27	Monday	
December 11	Monday	

**** ROMA Conference – January 22nd - January 24th – Toronto, ON**

**** Good Roads Conference – April 16th – 19th – Toronto, ON**

**** OSUM Conference – April 24th – April 26th – Brant County, ON**

**** AMO Conference – August 20th – August 23rd – London, ON**



The Corporation of the Municipality of Arran-Elderslie

Information Report

Report From: Tracey Neifer, Treasurer

Meeting Date: November 28, 2022

Subject: SRFIN.22.24 Quarterly Financial Report – January 1, 2022 to September 30, 2022

Attachments:

- A. Financial Report – Services by Department
- B. Financial Report – Water Services
- C. Financial Report – Sewer Services
- D. Financial Report – Storm Services
- E. Financial Report – Protective Services - Fire
- F. Capital Financial Report

Report Summary

The purpose of this report is to provide Council with a financial review of the departmental results for the last nine (9) months of operations, covering the period of January 1, 2022 to September 30, 2022.

The report has been prepared based on the following structure:

- ✓ **Building Services**, representing the Building Department which is self-funded through the issuance of permit fees,
- ✓ **Municipal Services**, representing the various service departments that are funded by taxation and user fees,
- ✓ **Water and Sewer Services**, representing the Water and Sewer Divisions of the Public Works Department that are funded by the respective property owners through user fees.
- ✓ **Protective Services** – Fire Services, representing the consolidation of the three (3) fire stations operating as the Arran-Elderslie Fire Department.

The attachments include detailed departmental reports, separated for each of the three (3) key areas: Building, Municipal (includes Protective Services) and Water/Sewer Services.

The report format aligns with what was presented with the 2022 Budget, with data presented for the 2022 Annual Budget, 2022 Year-to-date (YTD) Budget, 2022 Year-to-date (YTD) Actuals, Year-to-date (YTD) Budget to Actual Variance, and the 2021 and 2020 Actuals. With the implementation of the new budget and reporting software, the 2022 budget distribution across the months of January to December has been prepared to reflect the services provided by each department in each of those months. Monthly budgets are based on a mix of the following methodologies:

- ✓ Equal monthly distribution
- ✓ % Distribution based on prior year actuals
- ✓ Manually allocated across the months of service

The budget distribution is reflected in the reports, which now include a 2022 YTD Budget. An accurate distribution methodology becomes important in variance analysis in area such as the pools, recreation facilities and winter road maintenance.

The 2021 Actuals are based on the Report SRFIN.22.18 - Financial Report dated December 31, 2021, as presented to Council on May 24, 2022. This report includes both operating and capital results. The presentation of the 2021 audited financial statements has not yet been completed due to resource constraints faced by Arran-Elderslie and BDO Canada LLP. Representatives of BDO Canada will present the audited financial statements at a future Council meeting.

The body of the report is intended to highlight significant variances on operating and capital results.

Background

This is the third financial report for the 2022 operating year. Supporting schedules can be found in the following operating and budget reports presented to Council:

- ✓ SRFIN.21-47 Draft Operating and Capital Budget (December 13, 2021)
 - ✓ SRFIN.22-05 2022 Operating and Capital Budget – Update (January 31, 2022)
 - ✓ SRFIN.22-07 2022 Operating and Capital Budget – Update #2 (February 14, 2022)
 - ✓ SRFIN.22-18 Financial Report, December 31, 2021 (May 24, 2022)
-

Analysis

Municipal Services

An overview of municipal services, which is exclusive of Building, and Water and Sewer Services, reflects a favorable position of \$235,916 compared to budget (net expenses are less than expected, producing unspent tax dollars raised). While there are significant savings noted in Recreation and Culture, and Planning and Development, there is an overage in Transportation Services.

	Total Budget	YTD Budget	YTD Actuals	YTD Budget to Actual Variance	Total 2021	Total 2020
01 Revenue Fund						
MUNICIPAL SERVICES						
GENERAL GOVERNMENT	263,397	437,299	388,835	48,464	515,999	662,908
PROTECTION SERVICES	1,880,016	1,447,203	1,474,145	(26,942)	1,804,739	1,915,712
TRANSPORTATION SERVICES	2,464,339	1,961,363	2,089,068	(127,705)	2,285,258	3,367,943
ENVIRONMENTAL SERVICES	27,767	(56,921)	(76,783)	19,862	(28,680)	(36,867)
HEALTH SERVICES	45,238	54,598	46,522	8,076	19,292	90,320
RECREATION AND CULTURE	1,122,091	907,784	675,765	232,019	961,470	930,939
PLANNING AND DEVELOPMENT	268,857	194,728	112,586	82,142	238,377	203,758
Total MUNICIPAL SERVICES	6,071,705	4,946,054	4,710,138	235,916	5,796,455	7,134,713

Supporting schedules have been provided to further analyze the results of each service area:

- **Schedule A** provides the departmental groupings that supports each of the service areas, for example:
 - Protective Services includes:
 - Conservation Authorities
 - Fire Protection
 - Other Services
 - Policing

Within each of the above service areas are several departments that provides a further breakdown of contributing divisions.

General Services

The positive results of \$48,464 is attributed to:

- **Council** - wages, benefits, mileage, training, and conferences being less than expected. A large portion of the budget for election costs will be captured with October results.

- **Program Support** – captures the administrative costs for the municipality and several revenue items such as grants, fees and charges, investment and bank interest, and land sales. There has been a positive increase in revenues, largely attributed to an improvement in the bank interest rates, which have increased from 0.75% to 3.83%, and the sale of surplus municipal lands generating more than \$240,000. The net proceeds generated from land sales will be reviewed in total and funds transferred to reserves at the end of the year. While there has been an increase in revenues of \$194,849, expenditures have increased by \$171,724. A significant portion of the increase is attributed to the write-off of tax arrears (unsuccessful tax sales with the property vesting in the municipality), tax reductions as set out in the Municipal Act and Tax Incentive Programs (Conservation Lands, Farm Property Rebates) and legal fees.
- **Asset Management/GIS** – This is a cross-functional department supporting Finance, Public Works, and Building. The primary operations are GIS work and Asset Management. The current results are understated due to a reconciliation of grants that has not yet been completed. The Municipality was successful in receiving a grant from FCM through the Municipal Asset Management Program.

Protection Services

Where most departmental areas in Protection Services are favorable, the negative result of \$26,942 is driven by Policing. The policing overage is due to a timing difference with an additional payment reflected in September's results, and this will be offset in October. The year-end results are trending to be on budget. Other areas to note:

- **Conservation** – planned costs are for dyke work that is completed by Saugeen Valley Conservation Area (SVCA), and these invoices have not yet been received.
- **Fire Protection** - the savings are related to Chesley and Paisley Fire Stations. Staff are working with the changes that were implemented in the 2022 Fees & Charges By-Law for billing of incident related costs; currently, wages and benefits are under budget which contributes to the year-to-date savings.

Transportation Services

Transportation Services are summarized as representing two areas: Roads and Winter Control. **Schedule A** shows an increase in Roads of \$91,254 and Winter Control \$36,456. Most notable is:

- **Admin** – includes the fees received under the Aggregate Resources Act, and these fees were expected to be \$35,000 and had not been received on September 30th. Funds have now been received and will be reflected in the next report, \$24,690.
- **Gravel** – includes dust control and resurfacing costs, of which contracts were higher than expected causing an overage of \$29,166.
- **Vehicles** – includes parts, repairs, licensing, grease, oil, and fuel, with a significant increase in fuel costs, current fuel costs have exceeded budget by \$69,359 regardless of the fuel saving measures that have been implemented.
- **Winter Control** – costs are directly impacted by the winter season and staff time. Annual costs will be reviewed and are offset by the Winter Control Reserve.

Environmental Services

Environmental Services includes the landfill operations, garbage collection and recycling, with overall favorable results of \$19,862.

- **Garbage Collection** - is a contracted service that is funded by the charges added to the property tax bills on an annual basis plus the revenue generated from the sale of bag tags.
- **Waste Disposal** – landfill operations are supported by the revenues generated for the type of waste being disposed of. Fees collected have attributed to favorable results of \$16,220. Contracted services for grinding of wood and brush are less than expected by \$12,987.
- **Recycling** – is a contracted service with Bruce Area Solid Waste Recycling, which the Municipality is a contributing member. Wages and benefits for municipal staff is currently under budget.

Health Services

Health Services includes the operations and maintenance of municipal cemeteries, both active and inactive, support given to physician recruitment initiatives, and rental facilities for the two medical clinics.

- **Physician Recruitment** – represents physician agreements that are in place. The municipality currently has two arrangements in place, which is funded by Reserves. The negative result will be rectified with a year-end adjustment to offset the costs with the Reserves.
- **Medical Clinics** – the operating costs for these facilities is supported by rental income, with the surplus from operations transferred to Reserves annually to finance future repairs and upgrades. Both Chesley and Paisley have incurred an increase in contracted services for repairs and cleaning services. Paisley's increase has been offset by savings in wages and benefits.
- **Cemeteries** – the municipality has several active and inactive cemeteries, some of which have supporting Trust Funds (Care & Maintenance Funds) that earns interest to assist with operating costs. As the interest is not sufficient to cover operating costs, there is a reliance on plot and monument fees, as well as taxation. Tara Cemetery has had an increase in plot and columbarium sales, thus contributing favorably to the year-to-date results.

Recreation and Culture

Positive results of \$232,019 are primarily administrative savings of \$107,910, \$53,289 Arenas, \$28,235 Pools and \$23,375 Programs, as noted in **Schedule A**.

- **Administrative** - costs include the Facility Condition Assessments of \$37,500 with the work expected to begin shortly.
- **Arenas** – both Chesley and Tara have favorable results. The revenue at the arenas is less than expected, with the largest variances in Chesley and Tara. The season, however, has just started for fall and winter rentals. There is a comparable savings in wages and benefits, and other operating costs.

- **Pools** – with a slight decrease in revenue for Chesley, there were savings recognized in wages. Tara had an increase in revenues and savings in wages, with increased operating expenses for the work needed on the building and the pool floor.
- **Other Facilities** – this includes other buildings that are managed by the Municipality, as well as the Trailer Park. The Trailer Park operations are funded by its rental fees, and any resulting surplus funds are transferred to Reserves to facilitate future repairs or upgrades. Other than the LCBO building, operating costs are supported by taxation.
- **Libraries** – each of the libraries is supported by quarterly rental payments. A timing difference has been noted as the third quarter payment was not received until October, thus reflecting negatively on the September results.
- **Museum** – the Paisley Museum is supported by a student grant, admission, and program fees. The seasonal revenues were less than expected.
- **Programs** - includes the Day Camp programs that are provided in the summer, which generated an increase in user fees of \$28,338.

Planning and Development

Overall positive results of \$82,142 which is largely attributed to a staff vacancy in Economic Development. This area also includes zoning application fees, management of the decorations spread throughout the community, and gravel pit work. Tile drainage represents a program provided by Ontario Ministry of Agriculture and Food (OMAFRA), with the Municipality operating as the cashflow agent to submit grant requests and collect and distribute funds with property owners.

Building Services

Building Services includes the operations of the Building Department (Inspections) and Property Standards (Standards), with Inspections seeing positive results of \$56,345. On July 11th, Council received the Chief Building Official's update for May and June which indicated that the past two months have been stronger than expected, however less than last year (76 permits issued compared to 99 in total for 2021). An updated Building Services report is included on today's agenda.

	Total Budget	YTD Budget	YTD Actuals	YTD Budget to Actual Variance	Total 2021	Total 2020
01 Revenue Fund						
BUILDING SERVICES						
Inspection		(1,370)	(57,715)	56,345		
Standards	8,464	6,480	3,670	2,810	6,900	20,952
Total BUILDING SERVICES	8,464	5,110	(54,045)	59,155	6,900	20,952

The positive variance is attributed to:

- Building permit fees has increased by \$16,829 compared to budget
 - The value of the permit fees reflected on the Building Report is reflective of the number of permit requests received, whereas the financial report, in following accounting principles, reflects the billing for services when services have been completed. Therefore, the two reports vary due to the timing difference for when revenue is recognized.
- Expenses are less than budget
 - \$22,500, which is the cost of the Third-Party Review that is funded under the Municipal Modernization Program. Staff are in the process of finalizing the RFP for this initiative.
 - Materials, Supplies and Contracted Services are \$17,651 less than budget.

Water and Sewer Services

An overview of Water and Sewer Services shows a favorable position of \$149,982. This service area also includes Storm, as per discussion with Council.

	Total Budget	YTD Budget	YTD Actuals	YTD Budget to Actual Variance	Total 2021	Total 2020
01 Revenue Fund						
WATER AND SEWER SERVICES						
SHARED ADMINISTRATION		(71,396)	(73,560)	2,164		648,384
SEWER	1	(10,618)	(56,364)	45,746		
WATER	(2)	34,193	(58,822)	93,015		(2,210)
STORM	44,932	26,981	17,924	9,057	43,504	37,954
Total WATER AND SEWER SERVICES	44,931	(20,840)	(170,822)	149,982	43,504	684,128

Shared Administration represents operating expenses that are incurred to maintain these services and is funded by the respective reserves of sewer and water. The year-end results are reviewed, and reserve adjustments are made. Currently, expenses are reasonable compared to budget.

Separate Financial Reports, **Appendices B, C, and D**, provides a further breakdown of the financial results in Water, Sewer, and Storm. Annually, the surplus funds generated by Water and Sewer are transferred to reserves to finance current and future capital upgrades for facilities and equipment. As a result, the budget reflects a balanced position. The year-end results are reviewed, and reserve adjustments are made. Storm Water is currently funded through taxation, however, staff are reviewing options for a storm water fee through a Storm Water Study. Details will be provided to Council when information is available.

The User Fees noted in the Water and Sewer reports is reflective of the flat fee per property included in the property tax bill, usage fees billed quarterly, new user connection fees and service calls. In total, revenues are higher by \$145,158, which attributes to the positive variance in Water and Sewer.

Protective Services – Fire

Protection Services is defined to include Conservation Authorities, Fire, Policing and Other Services. The focus in this area is on Fire.

	Total Budget	YTD Budget	YTD Actuals	YTD Budget to Actual Variance	Total 2021	Total 2020
01 Revenue Fund						
MUNICIPAL SERVICES						
PROTECTION SERVICES						
Conservation Authorities	111,866	83,900	67,221	16,679	119,092	106,035
Fire Protection						
01-2010 Protection-Common Fire	126,459	108,611	104,998	3,613	87,228	50,018
01-2012 Protection-Chesley Fire	154,176	119,765	95,627	24,138	136,297	118,180
01-2014 Protection-Paisley Fire	97,543	90,752	63,751	27,001	118,495	132,622
01-2016 Protection-Tara Fire	134,936	103,786	100,199	3,587	142,236	161,605
Total Fire Protection	513,114	422,914	364,575	58,339	484,256	462,425
Other Services	86,112	63,698	61,847	1,851	32,952	179,373
Policing	1,168,924	876,694	980,503	(103,809)	1,168,435	1,167,877
Total PROTECTION SERVICES	1,880,016	1,447,206	1,474,146	(26,940)	1,804,735	1,915,710

In keeping with the format of the 2022 budget, **Schedules E** has been included to reflect the total operating costs of the Arran-Elderslie Fire Department, while also providing comparability between the three (3) fire stations, Chesley, Paisley and Tara.

The budget was prepared including a \$25,000 Hydro One grant application for a Prevention Program; however, the Municipality was not successful in this initiative. An offsetting expense reduction will be noted as we progress through 2022.

Collectively, year-to-date wages and benefits are under budget by \$41,016, which is directly related to variations in service calls year-over-year and the type of call. There have been 137 (Budget 182) service calls to September 30th, 2022:

- Chesley 55, Annual Budget 80
- Paisley 42, Annual Budget 58
- Tara 40, Annual Budget 44

The budget for service calls is based on a review of prior years and trends in call volumes, as this is an area that is difficult to predict. At year-end, the actuals results are reviewed, and surplus funds are transferred to reserves to meet future capital needs.

Capital Report

Capital expenditures have been included in **Schedule F**, with a comparison to Budget. On a budget of \$8,658,963, the year-to-date expenses represent only 40.9% or \$3,380,03. Some of the expenses will be understated for invoices that are pending from project vendors. The schedule includes comments from each of the respective managers as well as a status update that has been used to prepare the subsequent charts. Based on project status, the capital projects are in a good position moving forward to the next quarter of 2022.

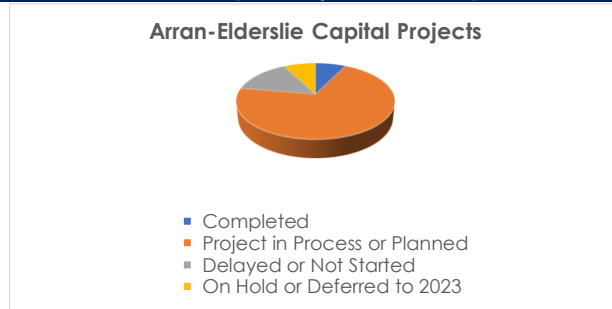
Municipality of Arran-Elderslie Capital Financial Report Overview 9/30/2022						
		Budget: Sources of Financing				
Municipal Services	2022 Capital Expenditures	2022 Capital Plan	2023 Capital Plan	Grants & Donation	Reserves	Reserve Funds
General Government	108,977	355,962	152,200	219,153	136,809	-
Environmental Services	723,531	478,000	100,000	349,891	-	128,109
Protection Services	71,318	86,875	-	-	86,875	-
Transportation Services	588,215	2,714,550	1,311,650	1,057,521	660,489	996,541
Health Services	15,118	62,500	52,500	41,250	21,250	-
Recreation & Cultural Services	313,178	870,079	257,500	667,236	202,843	-
	1,820,337	4,567,966	1,873,850	2,335,051	1,108,266	1,124,650
Grant Initiatives	1,135,631	1,700,107	-	1,030,044	670,063	-
Total Municipal Services	2,955,968	6,268,073	1,873,850	3,365,095	1,778,329	1,124,650
		Budget: Sources of Financing				
Water & Sewer Services	2022 Capital Expenditures	2022 Capital Plan	2023 Capital Plan	Grants & Donation	Reserves	Reserve Funds
Water Services	231,567	1,317,880	768,960	31,239	1,286,641	-
Sewer Services	192,468	1,073,010	242,900	-	1,073,010	-
Total Water & Sewer Services	424,035	2,390,890	1,011,860	31,239	2,359,651	-
2022 Total Capital Projects	3,380,003	8,658,963	2,885,710	3,396,334	4,137,980	1,124,650

The following analysis is a portrayal of the capital budget based on the status of the project and the dollars committed at each level.

The municipal capital projects are 78% either completed or in process or planned to proceed.

The projects on hold or deferred is largely attributed to the Roads project on Brook St. West in Tara, \$555,300, as the tendered results were higher than planned.

Status of Capital Projects - % Completed



Capital Budget Based on Status

Completed	636,595	7.4%
Project in Process or Planned	6,083,890	70.3%
Delayed or Not Started	1,265,178	14.6%
On Hold or Deferred to 2023	673,300	7.8%
	8,658,963	100%

Link to Strategic/Master Plan

Arran-Elderslie Corporate Strategic Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

6.4 Leading Financial Management

Municipal Budgets and Financial Plans as adopted by Council.

Financial Impacts/Source of Funding

After eight (9) months of operations, the financial results are favorable for moving forward into the next quarter. Almost 80 % of planned projects are either completed or underway. The projected workplan shall address how the remaining capital projects are planned to proceed subject to timing and financial commitments.

Approved By: Sylvia Kirkwood, CAO

A. Financial Report - Services by Department

MUNICIPAL SERVICES

Operating Fund

For period ending September 30, 2022

	Total Budget	YTD Budget	YTD Actuals	YTD Budget to Actual Variance	Total 2021	Total 2020
01 Revenue Fund						
MUNICIPAL SERVICES						
GENERAL GOVERNMENT						
General Services						
01-1010 General-Council	129,105	90,702	57,322	33,380	116,720	125,204
01-1020 General-Program Support	134,292	355,474	332,349	23,125	399,280	550,475
01-1030 General-Asset Management / GIS		(8,880)	(836)	(8,044)	2	(12,772)
Total General Services	263,397	437,296	388,835	48,461	516,002	662,907
Total GENERAL GOVERNMENT	263,397	437,296	388,835	48,461	516,002	662,907
PROTECTION SERVICES						
Conservation Authorities						
01-2030 Protection- Conservation	22,660	16,995		16,995	34,343	22,800
01-2031 Protection-Conservation SVCA	46,980	35,235	35,552	(317)	44,264	43,820
01-2032 Protection-Conservation GSCA	42,226	31,670	31,669	1	40,485	39,415
Total Conservation Authorities	111,866	83,900	67,221	16,679	119,092	106,035
Fire Protection						
01-2010 Protection-Common Fire	126,459	108,611	104,998	3,613	87,228	50,018
01-2012 Protection-Chesley Fire	154,176	119,765	95,627	24,138	136,297	118,180
01-2014 Protection-Paisley Fire	97,543	90,752	63,751	27,001	118,495	132,622
01-2016 Protection-Tara Fire	134,936	103,786	100,199	3,587	142,236	161,605
Total Fire Protection	513,114	422,914	364,575	58,339	484,256	462,425
Other Services						
01-2005 Protection-General-All						149,190
01-2041 Protection-Animal Control	(3,615)	(2,704)	(4,317)	1,613	13	(5,462)
01-2045 Protection- Crossing Guards	37,363	27,130	23,693	3,437	24,633	24,931
01-2050 Protection-Emergency Measures	7,410	5,557	6,568	(1,011)	8,306	10,714
01-2060 Protection-By-Law/POA Parking	44,954	33,715	35,903	(2,188)		
Total Other Services	86,112	63,698	61,847	1,851	32,952	179,373
Policing						
01-2020 Protection-Police	1,168,924	876,694	980,503	(103,809)	1,168,435	1,167,877
Total Policing	1,168,924	876,694	980,503	(103,809)	1,168,435	1,167,877
Total PROTECTION SERVICES	1,880,016	1,447,206	1,474,146	(26,940)	1,804,735	1,915,710
TRANSPORTATION SERVICES						
Roads						
01-2510 Transportation-Roads-Admin	127,641	83,825	100,009	(16,184)	94,804	1,118,532
01-2511 Transportation-Roads-Admin-Union	326,401	252,077	244,874	7,203	294,016	298,269
01-2512 Transportation-Roads-Shop	144,298	110,238	113,474	(3,236)	122,873	147,676
01-2513 Transportation-Roads-Roadside	109,374	74,234	83,445	(9,211)	116,560	142,326
01-2514 Transportation-Roads-Bridges	154,337	142,714	138,846	3,868	153,950	138,319
01-2515 Transportation-Roads-Hardtop	48,366	34,601	32,798	1,803	53,358	52,596
01-2516 Transportation-Roads-Gravel	609,184	595,953	617,028	(21,075)	563,247	500,367
01-2517 Transportation-Roads-Safety	58,479	44,627	29,709	14,918	40,959	52,248
01-2518 Transportation-Roads-Vehicles	451,361	303,293	367,601	(64,308)	371,083	399,722

A. Financial Report - Services by Department

MUNICIPAL SERVICES

Operating Fund

For period ending September 30, 2022

	Total Budget	YTD Budget	YTD Actuals	YTD Budget to Actual Variance	Total 2021	Total 2020
01-2530 Transportation-Saugeen Mobility & Regiona	52,287	39,216	39,215	1	50,764	51,156
01-2540 Transportation-Parking	4,050	3,042	5,132	(2,090)	1,972	2,437
01-2550 Transportation-Street Lighting	57,628	43,230	46,173	(2,943)	113,461	113,537
Total Roads	2,143,406	1,727,050	1,818,304	(91,254)	1,977,047	3,017,185
Winter Control						
01-2520 Transportation-Winter Ctrl-Salt/Sand	86,807	57,962	70,810	(12,848)	87,249	95,328
01-2521 Transportation-Winter Ctrl-Snow Moving	218,778	164,230	178,509	(14,279)	220,963	242,095
01-2522 Transportation-Winter Ctrl-Standby	15,348	12,122	21,451	(9,329)		13,330
Total Winter Control	320,933	234,314	270,770	(36,456)	308,212	350,753
Total TRANSPORTATION SERVICES	2,464,339	1,961,364	2,089,074	(127,710)	2,285,259	3,367,938
ENVIRONMENTAL SERVICES						
Environmental Programs						
01-3040 Environmental-Garbage Collection	(145,245)	(183,487)	(181,803)	(1,684)	(136,694)	(133,195)
01-3050 Environmental-Waste Disposal	66,903	57,292	31,873	25,419	12,361	3,715
01-3060 Environmental-Recycling	106,109	69,273	73,146	(3,873)	95,651	92,613
Total Environmental Programs	27,767	(56,922)	(76,784)	19,862	(28,682)	(36,867)
Total ENVIRONMENTAL SERVICES	27,767	(56,922)	(76,784)	19,862	(28,682)	(36,867)
HEALTH SERVICES						
Clinics						
01-4000 Health-Physician Recruitment			9,348	(9,348)		41,764
01-4002 Health-Clinic-Chesley	1	3,289	4,731	(1,442)		
01-4004 Health-Clinic-Paisley	1	712	(2,124)	2,836		1
Total Clinics	2	4,001	11,955	(7,954)		41,765
Cemeteries						
01-4010 Health-Cemetery-Common	6,838	6,580	771	5,809	653	927
01-4011 Health-Cemetery-Arran	4,442	4,135	4,507	(372)	2,982	1,182
01-4012 Health-Cemetery-Chesley	15,269	21,965	23,081	(1,116)	13,030	25,474
01-4013 Health-Cemetery-Elderslie	4,927	4,227	3,054	1,173	1,903	5,091
01-4014 Health-Cemetery-Paisley	6,404	5,840	6,154	(314)	6,546	8,164
01-4016 Health-Cemetery-Tara	7,356	7,854	(2,998)	10,852	(5,821)	7,717
Total Cemeteries	45,236	50,601	34,569	16,032	19,293	48,555
Total HEALTH SERVICES	45,238	54,602	46,524	8,078	19,293	90,320
RECREATION AND CULTURE						
Administrative						
01-5001 Rec/Cult-Parkland-Recreation	167,605	139,776	113,672	26,104	137,395	151,026
01-5015 Rec/Cult-Admin	134,315	85,331	7,670	77,661	92,917	240,899
01-5020 Rec/Cult-Common H&S	9,586	8,868	4,723	4,145	9,233	4,785
Total Administrative	311,506	233,975	126,065	107,910	239,545	396,710
Ball Fields						
01-5311 Rec/Cult-Parks-Ball Field-Arran/Allenford	3,141	2,774	1,179	1,595	977	959
01-5312 Rec/Cult-Parks-Ball Field-Chesley	8,147	6,098	5,802	296	7,714	7,760
01-5314 Rec/Cult-Parks-Ball Field-Paisley	5,619	4,618	1,317	3,301	1,185	3,994
01-5316 Rec/Cult-Parks-Ball Field-Tara	11,205	8,121	8,017	104	4,176	9,189

A. Financial Report - Services by Department
MUNICIPAL SERVICES
Operating Fund
For period ending September 30, 2022

	Total Budget	YTD Budget	YTD Actuals	YTD Budget to Actual Variance	Total 2021	Total 2020
Total Ball Fields	28,112	21,611	16,315	5,296	14,052	21,902
Arenas						
01-5412 Rec/Cult-Facilities-Chesley Comm Ctr	205,196	165,236	137,674	27,562	190,648	150,117
01-5414 Rec/Cult-Facilities-Paisley Comm Ctr	205,380	173,774	174,061	(287)	185,328	166,105
01-5416 Rec/Cult-Facilities-Tara Comm Ctr	152,577	130,120	104,106	26,014	160,378	116,908
Total Arenas	563,153	469,130	415,841	53,289	536,354	433,130
Pools						
01-5512 Rec/Cult-Facilities-Chesley Pool	53,465	51,421	23,950	27,471	46,097	9,009
01-5516 Rec/Cult-Facilities-Tara Pool	51,064	49,572	48,808	764	49,973	5,286
Total Pools	104,529	100,993	72,758	28,235	96,070	14,295
Other Facilities						
01-5411 Rec/Cult-Facilities-CC Arran/Arkwright	6,101	4,441	2,963	1,478	4,425	3,053
01-5612 Rec/Cult-Facilities-Chesley Trailer Park	(1)	(7,489)	(17,473)	9,984	1	12,539
01-5712 Rec/Cult-Facilities-Lease-Chesley Town Hall	32,960	22,067	20,845	1,222	16,464	16,707
01-5714 Rec/Cult-Facilities-Lease-Paisley Legion	6,180	4,635	1,428	3,207	7,134	3,798
01-5715 Rec/Cult-Facilities-Lease-Paisley LCBO	(8,388)	(6,053)	(4,337)	(1,716)	(8,509)	(10,313)
Total Other Facilities	36,852	17,601	3,426	14,175	19,515	25,784
Libraries						
01-5812 Rec/Cult-Libraries-Chesley	(3,420)	(2,287)	2,619	(4,906)	(9,820)	(9,807)
01-5814 Rec/Cult-Libraries-Paisley	2,986	2,400	1,993	407	653	(397)
01-5816 Rec/Cult-Libraries-Tara	7,243	5,654	4,318	1,336	3,168	1,846
Total Libraries	6,809	5,767	8,930	(3,163)	(5,999)	(8,358)
Museum						
01-5914 Rec/Cult-Museum-Paisley	10,861	8,054	5,155	2,899	8,841	
Total Museum	10,861	8,054	5,155	2,899	8,841	
Programs						
01-5210 Rec/Cult-Programs-AE Programs	40,712	31,095	42,046	(10,951)	50,241	46,517
01-5220 Rec/Cult-Programs-Day Camp	19,557	19,557	(14,769)	34,326	2,850	960
Total Programs	60,269	50,652	27,277	23,375	53,091	47,477
Total RECREATION AND CULTURE	1,122,091	907,783	675,767	232,016	961,469	930,940
PLANNING AND DEVELOPMENT						
Economic Development						
01-7010 Plan/Dev-Planning-Zoning	(500)	(500)	5,597	(6,097)		(500)
01-7220 Plan/Dev-Comm/Ind-Downtown Decor	53,354	41,040	33,120	7,920	40,868	41,531
01-7230 Plan/Dev-Comm/Ind- Gravel Pits	8,858	5,613	5,692	(79)	4,435	976
01-7300 Plan/Dev-Natural Gas Project	1,657	1,243		1,243		1,183
01-7410 Plan/Dev-Economic Development	178,368	132,854	69,594	63,260	157,681	154,208
Total Economic Development	241,737	180,250	114,003	66,247	202,984	197,398
Tile Drainage						
01-7610 Plan/Dev-Tile Drainage	27,120	14,478	(1,419)	15,897	35,392	6,358
Total Tile Drainage	27,120	14,478	(1,419)	15,897	35,392	6,358
Total PLANNING AND DEVELOPMENT	268,857	194,728	112,584	82,144	238,376	203,756
Total 01 Revenue Fund	6,071,705	4,946,057	4,710,146	235,911	5,796,452	7,134,704

A. Financial Report - Services by Department

BUILDING SERVICES

Operating Fund

For period ending September 30, 2022

	Total Budget	YTD Budget	YTD Actuals	YTD Budget to Actual Variance	Total 2021	Total 2020
01 Revenue Fund						
BUILDING SERVICES						
Inspection						
Building Inspection						
01-2042 Protection-Building Inspection		(1,367)	(57,714)	56,347		2
Total Building Inspection		(1,367)	(57,714)	56,347		2
Total Inspection		(1,367)	(57,714)	56,347		2
Standards						
Property Standards						
01-2044 Protection-Property Standards	8,464	6,481	3,671	2,810	6,899	20,953
Total Property Standards	8,464	6,481	3,671	2,810	6,899	20,953
Total Standards	8,464	6,481	3,671	2,810	6,899	20,953
Total 01 Revenue Fund	8,464	5,114	(54,043)	59,157	6,899	20,955

A. Financial Report - Services by Department

WATER AND SEWER SERVICES

Operating Fund

For period ending September 30, 2022

	Total Budget	YTD Budget	YTD Actuals	YTD Budget to Actual Variance	Total 2021	Total 2020
01 Revenue Fund						
WATER AND SEWER SERVICES						
SHARED ADMINISTRATION						
Shared Costs						
01-3005 Environmental-Sewer&Water-Common		(71,395)	(73,560)	2,165	3	648,382
Total Shared Costs		(71,395)	(73,560)	2,165	3	648,382
Total SHARED ADMINISTRATION		(71,395)	(73,560)	2,165	3	648,382
SEWER						
Chesley Sewer System						
01-3012 Environmental-Sewage-Chesley	(1)	(33,789)	(28,029)	(5,760)		(1)
Total Chesley Sewer System	(1)	(33,789)	(28,029)	(5,760)		(1)
Paisley Sewer System						
01-3015 Environmental-Sewage-Paisley		28,425	37,135	(8,710)	(2)	(1)
Total Paisley Sewer System		28,425	37,135	(8,710)	(2)	(1)
Tara Sewer System						
01-3017 Environmental-Sewage-Tara	2	(5,256)	(65,468)	60,212	(1)	
Total Tara Sewer System	2	(5,256)	(65,468)	60,212	(1)	
Total SEWER	1	(10,620)	(56,362)	45,742	(3)	(2)
WATER						
Chesley/Paisley Water System						
01-3032 Environmental-Water-Chesley/Paisley	(2)	56,621	5,235	51,386		2
Total Chesley/Paisley Water System	(2)	56,621	5,235	51,386		2
Tara Water System						
01-3036 Environmental-Water-Tara		(20,806)	(62,433)	41,627	2	1
Total Tara Water System		(20,806)	(62,433)	41,627	2	1
Source Water Protection						
01-3030 Environmental-Source Water Protection		(1,622)	(1,625)	3		(2,210)
Total Source Water Protection		(1,622)	(1,625)	3		(2,210)
Total WATER	(2)	34,193	(58,823)	93,016	2	(2,207)
STORM						
Storm Programs						
01-3018 Environmental-Storm Water-Catch Basins	25,501	13,715	7,542	6,173	23,364	20,500
01-3019 Environmental-Storm Water-Ditches	19,431	13,266	10,384	2,882	20,141	17,456
Total Storm Programs	44,932	26,981	17,926	9,055	43,505	37,956
Total STORM	44,932	26,981	17,926	9,055	43,505	37,956
Total 01 Revenue Fund	44,931	(20,841)	(170,819)	149,978	43,507	684,129

B. Financial Report - Water Services

Operating Fund

For period ending September 30, 2022

	Chesley/Paisley YTD Actuals	Tara YTD Actuals	Source Water YTD Actuals	Consolidated YTD Actuals	Consolidated YTD Budget	Consolidated Total Budget	Total 2021	Total 2020
01 Revenue Fund								
WATER								
Revenues								
User Fees	1,077,606	418,290		1,495,896	1,407,590	1,523,330	1,578,678	1,520,699
Other Revenue	11,143	1,895		13,038	7,439	7,439	18,957	21,786
Transfers from Reserves			6,500	6,500	6,500	6,500	6,500	10,710
Total Revenues	1,088,749	420,185	6,500	1,515,434	1,421,529	1,537,269	1,604,135	1,553,195
Expenses								
Wages & Employee Related Expenses								
Salaries	53,628	27,677		81,305	88,428	114,999	101,041	101,875
Benefits	16,113	11,467		27,580	26,821	34,312	30,013	31,610
Total Wages, Benefits and Employee Related Expenses	69,741	39,144		108,885	115,249	149,311	131,054	133,485
Operating Expenses								
Material and Supplies	45,074	43,088		88,162	100,874	133,813	123,491	118,287
Contracted Services	53,186	5,820	4,875	63,881	43,913	58,458	55,319	36,770
Transfers to Reserves	925,986	269,699		1,195,685	1,195,685	1,195,685	1,294,271	1,262,443
Total Operating Expenses	1,024,246	318,607	4,875	1,347,728	1,340,472	1,387,956	1,473,081	1,417,500
Total Expenses	1,093,987	357,751	4,875	1,456,613	1,455,721	1,537,267	1,604,135	1,550,985
Net Departmental Position (Surplus)	5,238	(62,434)	(1,625)	(58,821)	34,192	(2)		(2,210)
Total	5,238	(62,434)	(1,625)	(58,821)	34,192	(2)		(2,210)

C. Financial Report - Sewer Services

Operating Fund

For period ending September 30, 2022

	Chesley YTD Actuals	Paisley YTD Actuals	Tara YTD Actuals	Consolidated YTD Actuals	Consolidated YTD Budget	Consolidated Total Budget	Total 2021	Total 2020
01 Revenue Fund								
SEWER								
Revenues								
User Fees	570,667	215,675	328,754	1,115,096	1,063,843	1,140,498	1,109,053	1,057,424
Total Revenues	570,667	215,675	328,754	1,115,096	1,063,843	1,140,498	1,109,053	1,057,424
Expenses								
Wages & Employee Related Expenses								
Salaries	23,614	25,113	5,887	54,614	61,252	79,667	81,754	78,119
Benefits	6,889	7,443	1,969	16,301	18,394	23,509	20,708	20,409
Total Wages, Benefits and Employee Related Expens	30,503	32,556	7,856	70,915	79,646	103,176	102,462	98,528
Operating Expenses								
Material and Supplies	72,096	97,171	24,359	193,626	163,644	214,621	199,915	172,796
Contracted Services	13,261	6,575	3,029	22,865	38,610	51,377	31,871	37,464
Transfers to Reserves	426,776	116,509	228,040	771,325	771,325	771,325	774,804	748,636
Total Operating Expenses	512,133	220,255	255,428	987,816	973,579	1,037,323	1,006,590	958,896
Total Expenses	542,636	252,811	263,284	1,058,731	1,053,225	1,140,499	1,109,052	1,057,424
Net Departmental Position (Surplus)	(28,031)	37,136	(65,470)	(56,365)	(10,618)	1	(1)	
Total	(28,031)	37,136	(65,470)	(56,365)	(10,618)	1	(1)	

D. Financial Report - Storm Services

Operating Fund

For period ending September 30, 2022

	Catch Basin YTD Actuals	Ditches YTD Actuals	Consolidated YTD Actuals	Consolidated YTD Budget	Consolidated Total Budget	Total 2021	Total 2020
01 Revenue Fund							
STORM							
Revenues							
Transfers from Reserves						33,954	
Total Revenues						33,954	
Expenses							
Wages & Employee Related Expenses							
Salaries	4,698	1,341	6,039	14,692	19,142	7,358	17,547
Benefits	1,700	520	2,220	4,270	5,550	2,214	5,409
Total Wages, Benefits and Employee Related Expenses	6,398	1,861	8,259	18,962	24,692	9,572	22,956
Operating Expenses							
Material and Supplies	118	6,401	6,519	2,053	5,000	1,572	6,437
Contracted Services	1,026	2,122	3,148	5,219	14,240	9,030	8,401
Rents and Financial Expenses				747	1,000		161
Transfers to Reserves						23,330	
Non-TCA Capital Expenditures						33,954	
Total Operating Expenses	1,144	8,523	9,667	8,019	20,240	67,886	14,999
Total Expenses	7,542	10,384	17,926	26,981	44,932	77,458	37,955
Net Departmental Position (Surplus)	7,542	10,384	17,926	26,981	44,932	43,504	37,955
Total	7,542	10,384	17,926	26,981	44,932	43,504	37,955

E. Financial Report - Protective Services - Fire

Operating Fund

For period ending September 30, 2022

	Common YTD Actuals	Chesley YTD Actuals	Paisley YTD Actuals	Tara YTD Actuals	Consolidated YTD Actuals	Consolidated YTD Budget	Consolidated Total Budget	Total 2021	Total 2020
01 Revenue Fund									
MUNICIPAL SERVICES									
PROTECTION SERVICES									
Fire Protection									
Revenues									
Grants						18,750	25,000		44,515
User Fees		24,926	27,059	25,074	77,059	49,142	65,522	58,673	49,485
Other Revenue	16	14,526	8,900	10,384	33,826	34,996	46,661	52,410	62,450
Transfers from Reserves		470	303	1,159	1,932	1,815	1,932	17,029	2,716
Total Revenues	16	39,922	36,262	36,617	112,817	104,703	139,115	128,112	159,166
Expenses									
Wages & Employee Related Expenses									
Salaries	38,475	81,686	57,862	59,978	238,001	269,359	358,028	266,054	307,795
Benefits	12,057	12,713	6,936	7,170	38,876	44,565	58,001	43,739	34,019
Other Employment Expenses	1,705	5,700	2,386	5,753	15,544	19,513	26,018	19,513	18,950
Total Wages, Benefits and Employee Related Expenses	52,237	100,099	67,184	72,901	292,421	333,437	442,047	329,306	360,764
Operating Expenses									
Material and Supplies	2,778	67,039	48,047	44,264	162,128	161,399	215,257	172,925	198,964
Contracted Services		3,594	678	724	4,996	8,082	10,776	12,085	36,618
Transfers to Reserves	50,000	14,000	70,834	11,500	146,334	146,334	146,334	241,158	166,218
Non-TCA Capital Expenditures		7,477	6,872	7,425	21,774	28,921	38,562	44,337	36,212
Total Operating Expenses	52,778	92,110	126,431	63,913	335,232	344,736	410,929	470,505	438,012
Total Expenses	105,015	192,209	193,615	136,814	627,653	678,173	852,976	799,811	798,776
Net Departmental Position (Surplus)	104,999	152,287	157,353	100,197	514,836	573,470	713,861	671,699	639,610
Total	104,999	152,287	157,353	100,197	514,836	573,470	713,861	671,699	639,610

Schedule F

Municipality of Arran-Elderslie
Capital Financial Report
9/30/2022

2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Status	Project Status Updates	2022 Budget to Carry Forward	Multi Year Projects		FINANCING		
						2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds

2021 Municipal Projects Carried Forward

Administration

3123	Accessible Back Door Overhang and Security Keypad	-		Waiting for a quote		6,000				6,000
3130	Information Technology Upgrades (Res.25.477-2019)	-		Pending current IT work		18,846			Efficiency Funds (2021)	18,846
3130	Council Chambers - Furniture update to facilitate meetings	2,672		Options are being investigated		13,500			Efficiency Funds (2021)	13,500
3130	Financial Reporting & Budgeting Software			Operating Budget done; implementing Capital						
		12,211								
3106	Electronic Timesheets/Scheduling Software (SRREC.21.06)	3,048		Options are being investigated		19,200		14,400	MMP Intake 2	4,800
		17,931				57,546	-	14,400		43,146

Environmental Services

3130	Storm - Stormwater Need Study & CL ECA, Chesley, Paisley and Tara (Res.8-105-2021 \$67,205 in Eff. Funds and Balance from Road Reserve)	13,596		GSS Engineering completing Sidewalk tenders first.		70,000			Efficiency Funds (2021) balance	70,000
3501	Arran Landfill Building (Scale House, Washroom) - purchase a portable heated toilet for 2022; replace Scale House in 2023	7,344		Ordered outhouse first of May, here by August	100,000	8,000	100,000			8,000
		20,940				78,000	100,000	-		78,000

Health Services

3171	Cemetery - Cremation Garden/Fountation Repairs, Tara and Arran-Elderslie; fencing deferred	6,772			7,500	7,500	7,500			7,500
		6,772.1300				7,500	7,500	-		7,500

Recreation & Cultural Services

3931	Buildings - Chesley Arena - Cement Work		2023		2,500		2,500			-
3931	Buildings - Chesley Arena - Zamboni Gate	-		Contractor looked, waiting for pricing		14,947				14,947
3937	Buildings - Chesley Lawn Bowling Club Renovation	8,310		Mostly completed, aniticipated for July 1		40,500		37,000	Grant - OTF	3,500
3939	Buildings - Paisley Arena - Replace Lounge Roof	11,092		Finished April 1, 2022		10,900				10,900
3946	Buildings - Paisley Town Hall -Window Replacement (PY Budget \$15,000	8,994		Mostly completed, waiting on trim work finishing						-
	Buildings - Tara - Parks - Storage Shed	-	2023		20,000		20,000			-
3953	Buildings - Tara Arena - Cement Work	-	2023		10,000		10,000			-
3953	Buildings - Tara Arena - Replace Addition Roof	-		Chosen contractor having staff resource challenges		12,000				12,000
3924	Buildings - Tara Arena - Curling Club Entrance Issue	3,458		Finished April 17, 2022		5,000				5,000
3993	Parks - Paisley Ball Diamond Infield Work	7,247		Mostly completed, seeing how work reacts		6,000				6,000
3938	Parks - Chesley - Parks - Parking Lot for Ball/Soccer	-	2023		15,000		15,000			
3925	Parks - Tara Ball Diamond Backstop	13,734		Finished May 16, 2022		11,995				11,995
3992	Parks - Paisley Tennis Court (Res.16-258-2021 Reserve 2107 for increased cost, MEI Paving; Res.22-359-2021 Modern Fencing , Reserve 2177 Recreation))	41,535		Modern fencing portion finished May 27, 2022. MEI should be complete by July 1		35,817				35,817
3994	Parks - Paisley - Parks - Doc Milne Retaining Wall (remove/secure)	-				-				-

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2022 Budget Expenditures & Financing										
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						2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
3996	Parks - Doc Milne Park - Paisley, dog park/property maintenance (Res.15-230-2021 financed by Reserve 2101)	-		Dog park potentially moving to new location, Staff report to Council		29,000		26,100	10% Commitment as per Resolution 15-230-2021	2,900
	Parks - Parks/Playground Resurfacing (2 parks, compliance/accessibility)	-	2023		25,000		25,000			-
		94,370				166,159	72,500	63,100		103,059
	Transportation Services									
3337	Bridges - Clark Bridge - Guiderail, A13 Con 4 Arran	2,122		Want to get maintenance gravel on first		30,000				30,000
2574	Bridges - Youngs Bridge - E20 and E21 Removed, Sideroad 15	22,735		Working on easement, CHER,HIA and Archaeological studies.	93,000	600,000	93,000	315,960	OCIF 2021/2022	284,040
2535	Roads - Nickason Drive - Extension Clean Up, Allenford	6,838		Estimates on hydro seeding		5,000				5,000
2551	Roads - Brooks St West, Tara - Francis to School (curb, pave, storm) ** sidewalk is included in the Sidewalk Rehabilitation Study for 2022	2,017		Cancelled by Council tender to high	555,300	555,300		215,758	Gas Tax 2022; RF - Gas Tax PY	339,542
3407	Fleet - Pick-up - Replace AR1 GMC 2009, Elderslie; price increase expected dueto supply/demand	43,696		Completed end of March		55,000				55,000
3409	Fleet - One Ton Truck - Replace CH2 Dodge 2001, Elderslie	61,075		Completed end of April		60,000				60,000
3432	Fleet - Backhoe Snow Blade (Res.18-293-2021, financed by Reserve 2123 and sale of equipment)	9,986		Completed first of the year						-
2830	Bridges - Engineered Bridge Study	7,061		On hold for New Council	32,000	32,000				32,000
		155,530				1,337,300	93,000	531,718		805,582
	Total 2021 Capital Projects Carried Forward	295,543				1,646,505	273,000	609,218		1,037,287

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2022 Budget Expenditures & Financing										
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						2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
	2021 - Grant Initiatives - Investing in Canada Infrastructure Program (ICIP)									
	Community, Culture and Recreation Stream									
5015	Chesley Community Centre Roof Replacement * the roof replacement is planned for 2024 with a total cost of \$373,760; grant funding \$274,081, municipal share \$99,679	96,509	2024	Approved by ICIP, awaiting agreement			Project start April 1, 2024		ICIP CCR	
5015	Paisely Town Hall Accessibility Project Accessibility lift and enhancements to the building	101,760		Anticipated completion of July 1, 2022		193,988		142,251	ICIP CCR	51,737
	Paisley Community Centre 2nd Floor Rehabilitation									
3975	2nd Floor Renovations	-		design		303,863		100,000	Stream	203,863
3978	Building - Paisley, rehabilitate lift			RFP to be sent out		148,316		118,653	CCRF	29,663
	Total Community	198,269		-		646,167	-	360,904		285,263
	Rural and Northern Stream									
3345	Replacement of Soper's Bridge - Structure A25 on Sideroad 20	937,362		Decked poured Aug 31, project ahead of schedule, should be done before Oct		1,053,940		669,140	ICIP Roads & Bridges	384,800
	Total Rural	937,362				1,053,940	-	669,140		384,800
	Total Grant Initiatives	1,135,631				1,700,107	-	1,030,044		670,063

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Capital ID	Project Name & Description	2022 Capital Expenditures	Status	Project Status Updates	2022 Budget to Carry Forward	2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
	General Government									
3123	Buildings - Administrative - Municipal Office Basement Renovation (offices, washroom) ** Phase 1 - 3 offices and 2 work stations; walls and finished windows (2) ** Phase 2 - washroom, GIS and Filing areas	-		Drawings are being prepared	30,000	50,000	30,000			50,000
			2023		107,500		107,500			-
3124	Buildings - Administrative - Municipal Office Basement Renovation (lift) ** CCRF, Canada Community Revitalization Fund, 81.3% Funding, \$91,462					148,316		118,653	Grant - CCRF/ OPG Reserve	29,663
3102	Equipment - Administrative - Citywide Maintenannce Manager (service request, work order portal, preventative maintenance) ** MMP Grant - approved (ends Feb. 28,2023)	83,617		Project kick off meeting in June	14,700	100,100	14,700	86,100	Grant - MMP	14,000
3128	Land Sales	7,428		Appaisals on 3 properties						
Total General Government		91,046				298,416	152,200	204,753		93,663
Protection Services										
Fire Departments										
3820	Buildings - Paisley Fire Hall - feasibility study and pre-design					15,000				15,000
	Equipment - Bunker Gear (23 sets); Paisley Fire Committee approved \$20,000 from Minor Capital Surplus Reserve			Waiting On Enviromental Report on Municipal Owned Land at Hwy 3 and Canrobert		57,500			Minor Capital surplus carryforward \$20,000	57,500
2014	** Paisley	13,830		Boots purchased						
2016	** Tara	53,623								
	** Tara (20) and Paisley (3); Paisley also has 2 in minor capital - see resolution from October			17 Sets Of Bunker Gear Ordered						
	Equipment - Helmets (23)			Helmets Ordered; Very close To Expiry		14,375				14,375
2014	** Paisley									
2016	** Tara	-								
2012	Equipment - Helmets - Chesley	3,864								
TOTAL PROTECTION SERVICES		71,318				86,875	-	-		86,875

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Capital ID	Project Name & Description	2022 Capital Expenditures	Status	Project Status Updates	2022 Budget to Carry Forward	Multi Year Projects		FINANCING		
						2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
	Transportation Services									
	Roads									
2527	Roads - 4th & 5th Ave SW	509								-
2539	Roads - HCB - Centennial Street - Chesley North End, grind and pave	63,281		Paved Aug 30, 2022		46,000			OCIF (2021)	46,000
3205	Roads - HCB - B Line, Arran - Con 8 to Con 10 Arran West, paving, top lift	152,407		Paved May 24, 2022		162,500			OCIF (2021)	162,500
2598	Roads - HCB - Con 10 Elderslie - Bruce Rd 10 to GB Line, Paving	166,851		Paved May 25, 2022		162,500			OCIF (2021)	162,500
2541	Roads - HCB - James St. Paisley - Alma to Balaklava, grind and pave	25,999		Road paved May 27, Boulevard yet to be done.		46,000			OCIF (2021)	46,000
	Roads - LCB - Brant-Elderslie Boundary - SideRd 10 and SideRd 15, double surface treatment	-	2023		325,000		325,000		Brockton - 50%	-
3213	Roads - Sidewalks - Rehabilitation Study, 2022 to 2026; CCRF funding has been approved for total project cost \$1,159,500 with a grant of \$750,000 and municipal share \$49,500 - covering 2022 and 2023 of the project	17,046		GSS Engineering tendered twice (above budget). Council official inquiry to Federal Government to extend grant timeline.						
	** Chesley - 43 segments in 2022 and 11 in 2023	-			699,300	447,100	252,200	290,615	CCRF (2022)	156,485
	** Paisley - 7 segments in 2022 and 2 in 2023	-			188,100	149,300	38,800	97,045	CCRF (2022)	52,255
	** Tara - 21 segments in 2022 and 4 in 2023	-			266,100	163,450	102,650	106,243	CCRF (2022)	57,208
	** Allenford - 2 segments in 2022	-			6,000	6,000	-	3,900	CCRF (2022)	2,100
	Capital identified in the study for 2024 to 2026 \$1,265,450									
2529	Roads - Signs - Regulatory, Warning Signs - Arran, Elderslie, Paisley, replacements	-		RFP has been sent out to bidders		25,400				25,400
	Total Roads	426,093				1,208,250	718,650	497,803		710,448
	Bridges									
3348	Teeswater Bridge - Paisley - Queen Street,study and design (2023 replace and street upgrades)	6,593			125,000	15,000	125,000			15,000
3349	Dyke Maintenance, Teeswater Bridge, Paisley - SVCA Proposed Project (SRDPCLK.22.01)		2,023		56,000	56,000		28,000	SVCA grant application	28,000
	Total Bridges	6,593				71,000	125,000	28,000		43,000
	Fleet & Equipment									
3419	Fleet - Compact Tractor, Paisley - small tractor, blower and sander; for new sidewalks	-		RFP out to Suppliers		60,000				60,000
3437	Fleet - Sweeper Truck, Elderslie - replace 1999 sweeper; leasing option is being investigated	-			375,000		375,000		Pre-order required in Spring 2022 with delivery in March 2023	-
3415	Fleet - Zero Turn Lawn Mower, Arran - replacement	-		RFP out to Suppliers		28,000	-			28,000
	Total Vehicles and Equipment	-				88,000	375,000	-		88,000
	Other									
7035	Land Improvements - Tara Pool, White's Ave, drainage & construct; Splashpad infrastructure					10,000				10,000
	Total Other	-				10,000	-	-		10,000
	TOTAL TRANSPORTATION SERVICES	432,686				1,377,250	1,218,650	525,803		851,448

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						2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
	Environmental Services									
	Storm (Catch Basin and Gutter)									
3851	Hamilton Street, Tara and John Street to South End			On hold till caught up		200,000		149,891	OCIF 2022	50,109
3852	3rd St SW, Chesley - 4th Ave. to 5th Ave. SW, 8m			Contractor installing in-ground infrastructure		80,000		80,000	OCIF 2022	-
3853	4th Ave. SW, Chesley - 4th St. to 7th St. SW, 100m	702,591		Infrastructure in the ground.		120,000		120,000	OCIF 2022	-
	** Year-to-date expenditures reflects Storm, Water and Sewer where shared costs for combined project. Costs will be allocated at year-end. Total Budget for this project is \$937,580.									
TOTAL ENVIRONMENTAL SERVICES		702,591				400,000	-	349,891		50,109
	Health Services									
	Cemeteries									
3172	Buildings - Chesley - Columbarium Addition, side vault by existing		2023		25,000		25,000			-
3179	Equipment - Administrative - Digitization, Record Management Software	8,346		RFP awarded to CIMS; staff working on the project		55,000		41,250	Grant - MMP	13,750
	** MMP Grant - response expected January 2022									
Total Cemetery		8,346				55,000	25,000	41,250		13,750
	Clinics									
6210	Buildings - Chesley Medical Clinic - roof replacement (needs assessment underway)		2023		20,000		20,000			-
Total Cemetery		-				-	20,000	-		-
TOTAL HEALTH SERVICES		8,346				55,000	45,000	41,250		13,750

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						2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
	Recreation and Cultural Services									
	Arena's									
3931	Building - Chesley - replace chiller	-		Additional issues are occurring, a Council report will be produced		40,000				40,000
3939	Building - Paisley, replace flooring, lobby and dressing room	-	2023		55,000		55,000			-
3953	Building - Tara, replace flooring, lobby and dressing room	-	2023	55,000		55,000				-
3954	Equipment - Tara, replace Edger	5,765		Pending Council approval in June		10,000				10,000
	Total Arena's	5,765				50,000	110,000	-		50,000
	Municipal Parks									
3994	Parkland - Paisley Docks - repair approaches to docks	-							Review contributions from benefitting organization	-
		-		Unknown plan		20,000		20,000		-
7034	Parks - Paisley - Splash pad construction	2,523		Contractor booked, construction begin in September 2022		175,000		175,000	CCRF/Donations	-
7035	Parks - Tara - Splash pad construction			Contractor booked, construction begin in September 2022		175,000		175,000	CCRF/Donations	-
7033	Parks - Chesley - Splash pad, equipment replacement	180,067		Mostly complete, awaiting Hydro One		175,000		175,000	CCRF/Donations	-
	** CCRF, Canada Community Revitalization Fund, approved project \$525,000, 75% Funding, \$393,750, municipal portion \$131,250 funded from community donations	-								
7410	Parks - Chesley Trailer Park, upgrade water and hydro services		2023		60,000		60,000		User Fee - Prior year surplus in reserves	-
	Total Municipal Parks	182,590				545,000	60,000	545,000		-
	Recreation - Other Buildings									
	Buildings - Arkwright Hall, replace furnace		2023		15,000		15,000			-
3985	Buildings - Pool - Chesley, replace pool liner	-		Contractor booked, replacement begin in September 2022		25,000				25,000
5512	Buildings - Pool - Chesley,portable pool lift	15,227		Pending Council approval in June		36,960		29,568	CCRF	7,392
3986	Buildings - Pool - Tara, find and repair leaks			Investigation pending pool opening		10,000				10,000
5516	Buildings - Pool - Tara, portable pool lift	15,227		Pending Council approval in June		36,960		29,568	CCRF	7,392
	Total Recreation - Other Buildings	30,454				108,920	15,000	59,136		49,784
	TOTAL RECREATION & CULTURAL SERVICES	218,808				703,920	185,000	604,136		99,784

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2022 Budget Expenditures & Financing										
Capital ID	Project Name & Description	2022 Capital Expenditures	Status	Project Status Updates	2022 Budget to Carry Forward	Multi Year Projects		FINANCING		
						2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds
	TOTAL MUNICIPAL CAPITAL PROJECTS		1,820,337			4,567,966	1,873,850	2,335,051		2,232,916
	TOTAL CAPITAL EXPENDITURES		2,955,968			6,268,073	1,873,850	3,365,095		2,902,979
										6,268,073
	2021 Capital Comparison					4,911,123		1,662,035		

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						2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds

Water and Sewer Services

2021 Water Projects Carried Forward										
3633	Fleet - GMC 4x4, replacement of W5 2009, price increase expected dueto supply/demand	56,379		Completed end of March		55,000				55,000
3633	Fleet - New Truck, support staff increase, price increase expected due to supply/demand	-		Work with new Foreperson when hired		55,000				55,000
3632	Fleet - New pipe trailer, WT-21	9,134		Working on pricing.		10,000				10,000
3634	Equipment - Replace Antenna/Cable - Chesley & Paisley Tower	-				15,000				15,000
3634	Equipment - Replace Antenna/Cable - Tara Tower	-				15,000				15,000
3627	Equipment - Chesley - Shop - work benches, shelving, pressure washer, eavestrough and gutterguard	11,363		Getting closer to complete		20,000				20,000
3713	Water Wells - A&E Water Plant - Chesley, Community Park #4 Well, drill new well, develop aquifer (replace #1)	57,148		Started work on site in May		525,000				525,000
3626	Watermains - 6ths St. SE, Chesley - 1st Ave to 2nd Ave SE	214		Trees; 2021 project wrap up						
Total 2021 Water Projects Carried Forward		134,237				695,000	-	-		695,000

2021 Sewer Projects Carried Forward										
3767	Pumps - Paisley - RAS Pump #1, rebuild	-				5,000				5,000
3767	Pumps - Paisley - RAS Pump #2, replace	-				5,000				5,000
3777	Pumps - Paisley - Gearbox Clairfier #1, new	-		Equipment ordered		25,000				25,000
3777	Pumps - Paisley - Gearbox Clairfier #1, new	-		Equipment ordered		25,000				25,000
3302	Pumps - Chesley - North End L.S. Pump #1, rebuild	13,428				12,000				12,000
3302	Pumps - Chesley - North End L.S. Pump #2, rebuild	13,428				12,000				12,000
3302	Pumps - Chesley - River Side L.S. Pump #1, rebuild	-				20,000				20,000
3302	Pumps - Chesley - River Side L.S. Pump #2, rebuild	-				20,000				20,000
3798	Pumps - Tara - Mill Street L.S. Pump #1, replace	22,147				20,000				20,000
3796	UV System - Install UV System (changed from a Dechlorination system)	5,295				225,000				225,000
3400	Building - PSP Coverall Building (pending completion of UV system)	65,573		Council approved supplier in May meeting		75,000				75,000
3762	Equipment - Paisley - Natural Gas Generator P.S.P. (pending Natural Gas Project)		2023		75,000		75,000			-
3789	Aeration - Paisley, Digester #3	9,127		Just received parts		7,500				7,500
Total 2021 Sewer Projects Carried Forward		128,999				451,500	75,000	-		451,500

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						2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds

Water Financial Plan (2022)

3628	Watermains - 3rd St SW, Chesley - 4th Ave. to 5th Ave. SW, 80m, includes road portion; Sidewalk portion included in Sidewalk Rehabilitation Study	10,232		Start work this week		79,860				79,860
	Watermains - Queen Street, Paisley - Bridge to Church, 140m		2023		142,800		142,800			-
3630	Watermains - 4th Ave. SW, Chesley - 4th St. to 78th St. SW, 260m, includes road portion; Sidewalk portion included in Sidewalk Rehabilitation Study	1,264		Start project this week		262,920				262,920
3664	Watermains - Francis Street, Tara - Elgin to Brook W., 280m	2,627	2023		242,760		242,760			-
Total Water Financial Plan		14,123				342,780	385,560	-		342,780

Sewer Financial Plan (2022)

3783	Equipment - Storage, Chesley - cabinet/shed (10x10) for Arena East; enclose electrical panels	6,006				4,590				4,590
3792	Equipment - Confined Spaces, Tara; tripod, harness, etc.	3,292				6,630				6,630
3782	Sewer - Lift Stations - Chesley, Floats for Arena East					5,100				5,100
3782	Sewer - Lift Stations - Chesley, Arena East L.S. Pump #1					15,300				15,300
3782	Sewer - Lift Stations - Chesley, Arena East L.S. Pump #2					15,300				15,300
3784	Sewer - Pumping Station - Chesley, Alum Pump #1					4,590				4,590
3784	Sewer - Pumping Station - Chesley, South End Electrical Controls					10,200				10,200
	Sewer - Sewer Mains - Francais St., Tara - Matilda to Brook W, 280m	-	2023		71,400		71,400			-
	Sewer - Sewer Mains - Queen St., Paisley - Bridge to Church, 140m	-	2023		76,500		76,500			-
3746	Sewer - Sewer Mains - 3rd Street W, Chesley - 4th Ave to 5th Ave SW, 80m, includes road portion					92,100				92,100
3748	Sewer - Sewer Mains - 4th Ave SW, Chesley - 4th St. to 7th St. SW, 260m, includes road portion					302,700				302,700
Total Sewer Financial Plan		9,298				456,510	147,900	-		456,510

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						2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds	
	New Projects - Water										
3608 - Need to assess Op or Cap	Buildings - Chesley, Paisley, Tara - gas installation, heat, generators	-				25,000				25,000	
	** locations include: Chesley - North End Lift Station, Riverside Lift Station, Riverside Shop, South End, and Water Plant; Paisley Albert Street Lift Station; Ross Street Lift Station and George Street Sewage Plant										
										-	
3705	Buildings - Storage, Chesley Riverside - major repairs to building	12,288				85,000				85,000	
3616	Equipment - A&E Water Plant - Rotork modulationg valve truck fill station	2,243				10,000				10,000	
3629	Equipment - A&E Water Operations - Neptune water meter equipment, efficiency/back-up to system; 2nd set	14,172				12,500				12,500	
3605	Equipment - A&E Water Operations - Hand Held Equipment, replace high range colrimeter, turbidity	2,858				25,000				25,000	
3654	Equipment - Chesley - Water Tower - install mixer for water quality and aeration; efficiencies	24,061				30,000				30,000	
	Reservoirs - Water Towers - replace pressure transducers	-				5,000				5,000	
3652	* Tara Water Tower	-									
3654	* Chesley Water Tower	-									
3614	Treatment Plant - A&E Water Plant, replace original gaskets	1,583				15,000				15,000	
3614	Treatment Plant - A&E Water Plant, Chesley, replace original dialers	23,995				15,000				15,000	
3618	Treatment Plant - Tara, replace original dialers					15,000				15,000	
3668	Watermains - Hamilton Street, Tara - John St. to South End, 450m, 6-8" main, roadwork with patch ashphalt ** Investing in Canada Infrastructure Program: Green, 73.33% funding \$312,386 - approval pending	1,687			383,400	42,600	383,400	31,239	ICIP Green	11,361	
3659	Watermain - Brook Street E, Tara	320		Consultant drawings							
Total New Projects - Water		83,207				280,100	383,400	31,239		248,861	

Municipality of Arran-Elderslie Capital Financial Report 9/30/2022										
2022 Budget Expenditures & Financing										
Capital ID	Project Name & Description	2022 Capital Expenditures	Status	Project Status Updates	2022 Budget to Carry Forward	Multi Year Projects		FINANCING		
						2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
New Projects - Sewer										
3756	Sewer- Treatment Plant Paisley- Replace Window/Door/Roofing/Heat connection natural gas				20,000	50,000	20,000			50,000
	Sewer - Lift Station, Arena East, two sewage pumps and electrical work, replacements	-				-				-
3766	Sewer- Lift Station Paisley, Albert Street, SCADA System (new), remote access computer	53,988				40,000				40,000
3786	Sewer- Lift Station Tara Mill Street New Pump					20,000				20,000
3758	Sewer- Treatment Plant Chesley- New Alum Tank					20,000				20,000
3719	Sewer- Sewer Mains Chesley Smoke Testing for Illegal Connections					35,000				35,000
3722	Sewer-Pump Station N. End - Gasket	184								
Total New Projects - Sewer		54,171				165,000	20,000	-		165,000
Total Water and Sewer Services		424,035				2,390,890	1,011,860	31,239		2,359,651
										2,390,890
Total Capital Projects		3,380,003		-		8,658,963	2,885,710	3,396,334	-	5,262,630
										8,658,963



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: November 28, 2022

Subject: SRFIN.22.25 Revised Operating and Capital Budget Timeline for 2023

Report from: Tracey Neifer, Treasurer

Appendices: Appendix A: Timelines for Budget Plan for 2023

Recommendation

Be It Resolved that Council hereby,

1. Provides staff the authority to purchase goods or services required for the day-to-day operations of the Municipality, without the prior approval of Council, until such time as the 2023 Operating and Capital Budget is approved by Council.

Report Summary

The purpose of this report is to share the 2023 Operating and Capital Budget timeline with Council, and provide Council the opportunity to provide feedback and further direction to staff.

Background

Council and Staff had previously established a timeline for the 2023 budget process that would see the draft budget presented to Council on December 12, 2022, with a public meeting to follow on December 14, 2022. Considering the election in October and the extensive time commitment for Council training that has been scheduled in November, staff felt it necessary to defer the presentation of the budget to January, 2023.

Analysis

The Municipality has followed the process of presenting the draft budget to Council at a regularly scheduled Council meeting with a public presentation occurring shortly thereafter. The public presentation has been held in the evening to enable community members to attend the meeting and ask questions about the budget.

The following amended timeline is being proposed for Council consideration:

- January 9, 2023 – Draft 2023 Operating and Capital Budget presented to Council
 - Community Submission of Budget Questions
 - Submission through the Citizen Request Portal on the Website
- January 30, 2023 – Revised 2023 Operating and Capital Budget presented to Council
 - Evening - Public Meeting to Present the 2023 Budget
- February 13 and 27, 2023 – Additional Council 2023 Budget Meetings to be held if required

Link to Strategic/Master Plan

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

There are no financial impacts as a result of this report.

The adoption of the Operating and Capital budget is what grants staff the authority to proceed with the purchase of goods and services, in conformity with the Procurement Policy. With the deferral of the budget presentation to January, staff need to be given authority to proceed with incurring expenses for day-to-day operations. A recommendation to Council to allow this to occur is being recommended through this report.

Approved by: Sylvia Kirkwood, Chief Administrative Officer

Municipality of Arran-Elderslie
Timelines for Budget Plan for 2023 (Revised)
Operating - 2023-2024
and 10 Year Capital Budget

*** Note: Election Day is October 24th, 2022*

July	FMW Capital Budget Training & Operating Budget Refresh
August/September	FMW Budget Open to Managers - Operating & Capital
August	Working Sessions with Asset Management to assist with multi-year Capital Budget - dates to be determined
October 3rd	Draft Budget Reports Due; Variance Review and Manager Follow Up Meetings this week
October 13-14	Manager meetings with CAO and Treasurer
November/December	Managers continue to work on Budget
December 30	Budget Report for Agenda Package Due
January 9	Draft Presentation to Council - Special afternoon meeting
January 30	Revised Budget Presented to Council; Budget Presentation to Public - Special evening meeting
February 13	2023 Operating and Capital Budget Adopted by Council
February 27	Additional Budget meeting, if required



The Corporation of the Municipality of Arran-Elderslie

Information Report

Report From: Pat Johnston, Chief Building Official

Meeting Date: November 28, 2022

Subject: SRCBO.22.04 – Quarterly Report - Building Permit Statistics from January to September 2022

Attachments: Appendix A – Building Permit Activity – January to September 2022

Report Summary

The report provides Council with a 3rd quarter update on building permit applications submitted for the period from January to September 2022, as well as an additional four years of historical comparatives.

Background

Building permit activity and associated fees are presented to Council on a quarterly basis.

Analysis

The 2022 building activity in Arran-Elderslie remains stronger than expected with 2022 outperforming both 2018 and 2020 during the same period. The first nine months have been steady with 117 active permit applications submitted during that time period.

Detached Dwellings, Multi Residential and Agricultural structures make up 68% of the Construction Values to date. Third quarter commercial construction spiked with a construction value of \$2,420,000. In total, construction value for this period is estimated above \$18,000,000. It should be noted that there appears to be a decline in permit applications in the first weeks of the fourth quarter and this trend is anticipated to continue over the winter months.

Link to Strategic/Master Plan

6.3 Facilitating Community Growth

Financial Impacts/Source of Funding

The applications submitted have produced an acceptable result for building permit fees with the current total of \$173,000 making up 99% of the forecasted Operating Budget.

Approved By: Sylvia Kirkwood, CAO



Municipality of Arran Elderslie

Construction Forecast

143
Building Department
Third Quarter Report
Nov-22

The following permits have been submitted for Approval:

Class	Type	Year to Date- Jan-Sept 2022														
		Permits Issued					Construction Values					Permit Values				
		2018	2019	2020	2021	2022	2018	2019	2020	2021	2022	2018	2019	2020	2021	2022
Residential - House		13	26	17	24	9	\$3,957,000	\$9,817,000	\$6,206,000	\$9,856,845	\$4,275,000	\$34,755	\$84,620	\$55,721	\$87,544	\$34,536.14
Residential - Addition / Reno		16	15	13	18	21	\$818,200	\$1,012,000	\$825,650	\$1,426,460	\$1,415,722	\$8,231	\$7,173	\$9,005	\$15,540	\$12,277.26
Residential - Deck / Porch		7	14	10	6	9	\$34,240	\$83,500	\$77,149	\$65,000	\$71,901	\$830	\$1,890	\$2,290	\$1,349	\$2,233.10
Residential - Accessory		12	13	8	14	21	\$174,141	\$334,296	\$114,100	\$773,000	\$607,000	\$4,610	\$6,892	\$2,241	\$9,836	\$12,684.75
Residential - Multi-Unit		2	4	4	3	6	\$425,000	\$2,039,998	\$1,040,000	\$2,400,000	\$4,250,000	\$4,205	\$510	\$9,502	\$25,436	\$37,724.30
Other (Pool, Fireplace, etc)		2	0	4	12	5	\$55,000	\$0	\$41,600	\$483,000	\$235,000	\$1,154	\$0	\$575	\$3,200	\$1,350.00
Agricultural - Barn / Access.		18	24	11	25	11	\$1,427,500	\$3,784,449	\$1,100,000	\$4,854,100	\$4,042,000	\$18,569	\$33,540	\$11,845	\$54,385	\$31,700.30
Agricultural - Add. / Reno		7	8	9	2	1	\$193,875	\$510,000	\$344,000	\$140,000	\$21,000	\$2,895	\$5,303	\$4,753	\$2,326	\$382.00
Agricultural - Grain Bin / Silo		6	9	4	3	8	\$249,000	\$475,000	\$235,000	\$430,886	\$445,000	\$2,820	\$4,822	\$2,946	\$450	\$6,006.60
Agricultural - Manure Storage		2	0	0	1	1	\$165,000	\$0	\$0	\$150,000	\$75,000	\$1,627	\$0	\$0	\$150	\$1,050.00
Com/Ind/Ins - New Building		3	7	2	3	4	\$350,000	\$133,000	\$151,000	\$690,300	\$2,425,000	\$8,168	\$2,785	\$2,661	\$3,898	\$10,524.27
Com/Ind/Ins - Addition		4	5	3	0	0	\$345,000	\$1,021,240	\$255,000	\$0	\$0	\$1,957	\$10,886	\$1,197	\$0	\$0.00
Com/Ind/Ins - Renovation		5	7	3	6	3	\$960,096	\$2,400,000	\$470,300	\$487,500	\$332,000	\$6,954	\$6,530	\$737	\$4,020	\$4,220.00
Septic - New System		7	10	9	5	3	\$70,000	\$104,000	\$81,000	\$80,000	\$45,000	\$3,150	\$4,500	\$4,750	\$3,000	\$1,800.00
Septic - Repair Existing		2	8	4	9	8	\$12,000	\$71,000	\$33,200	\$90,000	\$125,000	\$750	\$2,400	\$1,350	\$3,150	\$2,800.00
		0	0	0	0	0	\$54,000	\$87,000	\$29,000	\$188,200	\$32,939	\$630	\$1,050	\$625	\$820	\$13,320.00
Monthly Building Totals		106	150	101	131	110	\$9,290,052.00	\$21,872,483.00	\$11,002,999.00	\$22,115,290.55	\$18,397,561.56	\$101,305.14	\$172,899.94	\$110,198.86	\$215,102.52	\$172,608.72
Plumbing Permits		0	0	0	0	0										
New Sewer Connections		0	0	0	0	0										
Demolition Permits		2	9	5	5	5										
Change in Use, Tents, Etc.		0	1	0	1	2										
Total # of Permits issued		108	160	106	137	117										

Original Signed by
P. Johnston
Chief Building Official



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: November 28, 2022

Subject: SRDPCLK.22.09 By-Law Enforcement and Animal Control Update

Report from: Julie Hamilton, Deputy Clerk

Appendices: Appendix A – Contract with James Special Services

Recommendation

Be It Resolved that Council hereby,

1. Authorizes an additional one-year extension to the existing contract for continued bylaw enforcement services with James Special Services Inc.;
2. Directs Staff to continue to work with JSS to update and enhance municipal bylaw enforcement efforts
3. Direct Staff to issue a Request for Quote for a property maintenance and cleanup services contractor.

Report Summary

The intent of this report is to provide Council with a status update regarding bylaw enforcement and animal control.

Background

The Municipality has partnered with James Special Services (JSS) for bylaw enforcement services. This contract began in September, 2021, and has proven to be beneficial to the municipality's needs. The contract provides for 24 hours per week of enforcement services, which frees up 1,248 hours of Staff time per year. This is the equivalent of 35 weeks per year.

Animal Control Services have been contracted to Cheryl Roberts since 2013. Backup support is provided by JSS where there are safety concerns or Cheryl is unavailable.

Analysis

Bylaw Enforcement

James Special Services (JSS) acts on a complaint-based system. Complaints can be made directly to JSS by telephone, email or through the Municipal Website. The complaint center is open 24 hours a day, 7 days a week. Officers typically respond to complaints within 24 hours of receipt. Complainants are required to provide their details when making their complaint, which remains confidential. The only time that this may be divulged would be when a case reached the court process and it is necessary to the proceedings of that specific matter. Details will never be provided directly to the alleged offender. Officers will investigate all allegations and where a complaint is founded, an ongoing file will be opened until compliance is met.

In many cases, education is provided to the offender regarding the issue and verbal timelines to remediate the situation are set. This is when the file is opened. The file remains opened until the situation has been remediated to the satisfaction of the Municipal Law Enforcement Officer (MLEO). In order to ensure compliance with privacy and protection legislation, no specific details or updates regarding bylaw enforcement matters will be provided to complainants, Members of the Public, Members of Council or other Staff unless specifically related to the needs of the investigation.

Below is an overview of the number of hours per ward and the type and number of complaints between January 1, 2022 and September 30, 2022. As you will see, the majority of complaints are based within the centres of Chesley and Paisley, with Tara following closely behind.

Tidy Yards continue to be the number one offender. These types of complaints typically involve grass cutting and other general yard maintenance. It provides officers with the opportunity of utilizing the Provincial Offences Act for enforcing infractions. This bylaw is enforceable under Section 444 of The Municipal Act, 2001.

Similar in nature to Tidy Yards is Property Standards. This bylaw deals with property maintenance and occupancy standards in accordance with the Building Code Act. The Building Code Act provides measures of enforcement by way of issuing orders against the property.

Parking matters are also handled by JSS. Although written complaints remain low, this is deceiving to the parking issues that are experienced, especially during the winter months. Accordingly, JSS performs regular patrol of parking in the downtown core to ensure the 2 hours limits are adhered to, as this is a common complaint of local businesses.

JSS also issues warnings during the winter months to those violating the winter parking limits of no overnight parking between 2am and 7am. The Municipality has adopted the practice of issuing two warnings to offenders and then ticketing. Usually, the warnings get the point across, but in the event of repeat offenders, Officers will issue tickets in accordance with the Provincial Offences Act and our Traffic & Parking Bylaw.

JSS does field other calls related to municipal bylaws and refers these cases to other agencies as necessary. Common examples include zoning related matters, animal control and building compliance.

As the snow begins to cover the ground, there will be a decrease in Tidy yards and property standards complaints. That does not mean that these cases will fall off the radar. These are still logged and investigated in the same manner as during the "prime" complaint season. As well, any ongoing files will be the first visited when spring awakens. Where compliance has been unattainable prior to the snow fall, quick action will be taken in the spring, when conditions permit.

Currently, the Municipality does not have any secured contractors for the purposes of property cleanup in the event that efforts to gain voluntary compliance are unsuccessful. This would be beneficial to the enforcement program so that officers know who to contact. Costs associated with cleanup are invoiced to the offender and can be transferred to the property roll for collection if necessary.

Bylaw Enforcement Statistics from January 1, 2022 -September 30, 2022

Breakdown of Hours and Complaint Type by Area

Arran	Hours	Complaints
Parking Issues		0
Noise		2
Fire		0
Property Standards		4
Tidy Yards		10
Other		1
Year to Date Totals	35	17
Chesley	Hours	Complaints
Parking Issues		5
Noise		0
Fire		3
Property Standards		9
Tidy Yards		35
Other		11
Year to Date Totals	461	63

Elderslie	Hours	Complaints
Parking Issues		1
Noise		0
Fire		0
Property Standards		3
Tidy Yards		2
Other		2
Year to Date Totals	46	0
Paisley	Hours	Complaints
Parking Issues		2
Noise		1
Fire		0
Property Standards		5
Tidy Yards		16
Other		16
Year to Date Totals	296	40
Tara	Hours	Complaints
Parking Issues		2
Noise		1
Fire		0
Property Standards		8
Tidy Yards		10
Other		6
Year to Date Totals	127	27
Year to Date Overall Total - All Areas	965	147

JSS has identified a number of areas where the Municipality's enforceable bylaws could be improved to address various complaints received.

Staff are working on a By-Law Enforcement enhancement package as many of the current bylaws have been enacted for quite some time and many changes have occurred that should be captured within the bylaws. Included in this will be a refresh of the current Municipal Bylaws, proposed new bylaws and a review of the fees and fines associated with the enforceable bylaws. Also, included in the package will be a Municipal Bylaw Enforcement Customer Service Policy with a service level matrix that will provide a clear and consistent path forward for bylaw enforcement actions. This will assist to ensure a fair and equitable process is applied to all complaints and that all parties involved, staff, contractors, Council and the public have a clear tool as a guide to remediation.

The original contract initiated with JSS was for a one year term expiring September 14, 2022. The contract does allow for a one year extension by written confirmation.

For reference, the existing contact is attached as Appendix A. Staff have recognized several benefits from entering into this partnership and wish to continue the servicing agreement, especially heading into the winter months where parking offences are on the rise. In the spring, Staff will be working with JSS to prioritize files to obtain maximum compliance.

Animal Control

Animal Control measures are handled by contractor, Cheryl Roberts. These services are also on a complaint-based service model. Most calls are in relation to dog matters. These range from running at large to complaints such as excessive barking. Calls are also received relating to cats, other farm animals such as ducks and chickens and wild animals, and raccoons.

Below are the hours and call outs related to animal control from January 1, 2022 to September 30, 2022. The callout column speaks to the number of calls received that involve picking up an animal (s) that are running at large. The hours column represents the time spent on patrol, receiving complaints and investigation time. Other fees included in the contract include mileage, on call during statutory holidays and a cellphone allowance.

Animal Control		
January 1 to September 30, 2022		
	Hour	Call Out
January	5.5	1
February	1.25	3
March	11.5	3
April	10.5	1
May	11	3
June	23.75	1
July	18.5	1
August	15.5	0
September	15.5	0
Totals	113	13

Link to Strategic/Master Plan

6.4 Leading Financial Management

6.6 Modernizing Services

Financial Impacts/Source of Funding

Bylaw Enforcement contracted services have been budgeted for 2022 in the amount of \$46,954. Services to September 30th are \$34,547 which are in line with this forecasted amount.

Animal Control contracted services have been budgeted in 2022 at \$11,200. Services to September 30th are \$8,843.

Approved by: Sylvia Kirkwood, Chief Administrative Officer

Contract Agreement

Between

James Special Services Inc.,
Hereinafter referred to as the Contractor
And

The Municipality of Arran-Elderslie,
Hereinafter referred to as the Municipality

Whereas the Municipality of Arran-Elderslie is a municipal corporation with by-laws which provide rules and regulations which apply to the municipal inhabitants and visitors;

And whereas the Municipality is desirous of enforcing the provisions of by-laws using the services of a private contractor;

And whereas the Municipality deems it expedient to enter into a contract agreement with the Contractor for the provision of by-law enforcement services in Arran-Elderslie.

Now therefore the parties hereto covenant and agree as follows:

1. Definitions

- 1.1 "Certificate of Offence" means a document issued to a person found to be in violation of a Municipality by-law and shall be used interchangeably with the words 'notice' and 'ticket'.
- 1.2 "Contract"/ "Agreement" means this agreement and includes any bonds or security, specifications, general conditions and any other documents referred to in this agreement or attached thereto.
- 1.3 "Contractor" or a pronoun in place thereof, means the person or persons who have undertaken to perform and carry out the provision of services as described herein.
- 1.4 "Contractor's Personnel" means the Contractor's own employees, sub-contractors, workers, volunteers and/or any other person directly or indirectly engaged by the Contractor with respect to the provision of the services described in this agreement.

1.5 "Price" means the total cost to the Municipality for the provision of the services described in this agreement. The price excludes HST or any taxes as deemed appropriate and enforceable by the Provincial, Federal or Municipal governments. The words "charge" and "price" may be used interchangeably with the terms "rate" and "fee".

1.6 "Municipality" means the Corporation of the Municipality of Arran-Elderslie and is interchangeable with the term 'municipality'.

1.7 "Work" shall mean the provision of services under this contract and may be referred to as 'services' and 'operations'.

2. Definition of Contract

2.1 The work required of the Contractor under this contract is comprised of the provision of by-law enforcement services in the Municipality of Arran-Elderslie.

2.2 Other services which complement the provision of by-law enforcement services as required herein shall be further clarified as contained herein.

2.3 All such work shall be performed by the Contractor in accordance with the specifications and the conditions of this agreement.

2.4 The Contractor will be required to provide, at its own expense, except as otherwise indicated herein, all labour, vehicles, tools, equipment, articles, and things necessary for the due execution of the work set out or referred to herein.

2.5 The Contractor shall provide the services under this agreement on a non-exclusive basis, and shall be free to provide its services to third parties provided that the Contractor does not provide such services in any way that is inconsistent with any provisions of this agreement.

3. Insurance

3.1 The Contractor shall obtain and maintain insurance coverage as outlined herein and provided by an insurance company or companies licensed to transact business in the Province of Ontario. Evidence of such insurance shall be provided to the Municipality in the form of a Certificate of Insurance signed by an authorized signatory prior to the execution of this agreement.

3.2 The Contractor shall have a Commercial General Liability insurance policy of not less than no \$5,000,000 (five million dollars) per occurrence. The policy must insure against third party claims for bodily injury (including death), personal injury and/or property damage as a result of actual or alleged negligence of the Contractor. The policy shall include:

3.3 The Municipality of Arran-Elderslie as additional insured;

- 3.4 Cross Liability/Severability of Interests clause; and
- 3.5 Non-Owned Automobile Liability (SPF 6).
- 3.6 The Contractor must give the Municipality a minimum thirty (30) day's written notice of cancellation or non-renewal
- 3.7 The Liability Insurance Policy and/or endorsements shall be satisfactory to the Municipality, and it is hereby agreed that no contract will be considered to be executed of in full force and effect until insurance requirements are met by the Contractor
- 3.8 The insurance coverage noted above shall be maintained in force throughout the term of the contract agreement. Failure to maintain the required insurance and provide proof of same to the Municipality will render this contract null and void.
- 3.9 The Contractor shall also have and maintain in good standing a worker's compensation and insurance account with the provincial worker's compensation board, and provide the Municipality with evidence of its registration, including the Contractor's workers' compensation number and clearance certificate as may be requested by the Client from time to time.

4. Equipment, Supplies and Expenses

- 4.1 The Contractor shall furnish and maintain all such equipment and supplies as are considered necessary for conducting the work in an acceptable manner.
- 4.2 All equipment and supplies used by the Contractor and/or the Contractor's Personnel for the execution of any part of the work shall be maintained in a satisfactory, safe and efficient working condition.
- 4.3 Equipment used by the Contractor and/or the Contractor's Personnel shall be such that no injury to any person or property will result from its use or misuse.
- 4.4 The Contractor shall be responsible for any expenses incurred by the Contractor or the Contractor's Personnel in connection with the performance of the service under this contract. In no event shall the Municipality reimburse the Contractor for any such expenses.

5. Bribery or Corrupt Practice

- 5.1 Should the Contractor or any of the Contractor's Personnel give, or offer any gratuity to, or attempt to bribe any member of the Municipality Council, officers or servants of the Municipality, the Municipality shall:
- 5.2 Be at liberty to cancel the contract forthwith without advance notice; or
- 5.3 Take the whole or any part of the contract out of the hands of the Contractor.

6. Assignment and Subletting

- 6.1 The Contractor shall not assign or sublet the contract or any part thereof or any benefit or interest therein or thereunder, without the written consent of the Municipality.
- 6.2 The Contractor shall be held as fully responsible to the Municipality for the acts and omissions of the Contractor's Personnel including any of the sub-contractors, volunteers and of persons directly or indirectly employed or otherwise engaged by the Contractor in the undertaking of services as described herein.

7. Notice

- 7.1 Any notice or communication under this agreement shall be in writing and delivered either personally (if handed to the Contractor or any of their clerks or agents), or by email (with confirmation of transmission), mail or courier to the business address herein.

7.2 For the Contractor:

James Special Services Inc.
132 Drive In Crescent
Owen Sound ON N4K 5N7
j.fluney@jss-protection.com
Attn: Andrew James

7.3 For the Municipality:

Municipality of Arran-Elderslie
1925 Bruce Road 10, Box 70
Chesley ON, N0G 1L0
Email: clerk@arran-elderslie.com
Attention: Clerk

- 7.4 The parties hereto will provide to the other, any change in contact information within ten (10) days of said change being effective.
- 7.5 If delivered personally or by courier service, a notice or communication shall be deemed to have been received on the date of delivery. If sent by mail, a notice or communication shall be deemed to have been received on the fifth (5th) day following the date of mailing. If sent by email, a notice or communication shall be deemed to have been received on the date of transmission, provided that if the date of transmission is not a business day, then it shall be deemed to have been received on the following business day.
- 7.6 In any written or printed notice to the Contractor in respect of any work of any nature required to be done under any of the provisions of the contract, or of any other matter,

it shall not be obligatory upon the Municipality to specify minutely or in detail everything required nor to specify by measurement the exact extent thereof, or the precise defect or fault, or where any of the requirements of the specifications have not been observed; but a reference in such notice to the clause or clauses bearing the matter, and a description of the default in general terms and sufficiently clear, in the opinion of the Municipality to indicate where the defect or trouble exists, shall be deemed to be and shall be ample notice.

8. Employees and Labour Force

- 8.1 The Contractor agrees that the Municipality is not to be deemed the employer of the Contractor nor its personnel, employees, sub-contractors or officers under any circumstances whatsoever.
- 8.2 The Contractor is and shall remain at all times an independent contractor and not an employee or dependent contractor of the Municipality. Nothing in this Agreement shall be construed to create any association, partnership, joint venture, agency, fiduciary or employment relationship between the Contractor and the Municipality and/or the Contractor's Personnel and the Municipality.
- 8.3 The Municipality shall have no liability or responsibility for withholding or remitting any income, payroll, or other federal or provincial taxes, including employment insurance remittances, Canada Pension Plan contributions, or employer health tax or worker's compensation insurance premiums for the Contractor and/or the Contractor's Personnel. The Contractor is responsible for these withholding, remitting and registration obligations, and shall indemnify the Municipality from and against any order, penalty, interest, taxes or contributions that may be assessed against the Municipality due to the failure or delay of the Contractor to make any such withholdings, remittances or registration, or to file any information required by any law and any and all costs incurred by the Municipality and associated with any such failures.
- 8.4 The Contractor shall be fully responsible for the Contractor's Personnel and shall indemnify the Client against any claims made by or on behalf of any of the Contractor's Personnel, including, without limitation, any claim for unpaid wages, overtime, vacation pay, or any other claim under employment standards legislation, reasonable notice of termination, or any other claim whether arising pursuant to contract, statute, common law or otherwise. This section shall survive termination or expiry of this agreement and remain binding on the Contractor.
- 8.5 Should any overseer, supervisor, officer, employee or sub-contractor employed in connection with this contract give any just cause for complaint, the Municipality shall notify the Contractor, in writing, stating the reasons therefore and the Contractor shall take such actions as are deemed necessary to remedy the complaint. The Municipality reserves the right to request that the Contractor dismiss such persons from the works

associated with this contract forthwith and he/she shall not again be employed by the Contractor on any Municipality project without the written consent of the Municipality.

- 8.6 The Contractor shall employ only such workers, employees and sub-contractors who are careful, competent and fully qualified to perform the duties or tasks assigned to them and shall immediately remove from Municipality projects under this contract, any workers who shall be incompetent, disrespectful, intemperate, dishonest, inebriated or otherwise objectionable or neglectful in the proper performance of their duties or who neglects or refuses to comply with or carry out the directions of the Contractor as it relates to this contract agreement.

9. Smoking and Vaping

- 9.1 The Contractor, as their employees, supervisors, sub-contractors and officers must at all times abide by the Municipality's Smoking and Vaping By-Law and any Municipality policies regarding smoking and vaping as well as any and all provincial and federal regulations, when performing the services under the contract agreement.

10. Accessibility Regulations for Contracted Services

- 10.1 In accordance with Ontario Regulation 429/07, Accessibility Standards for Customer Service Section 6, every provider of goods and services shall ensure that every person who deals with members of the public or participates in the developing of the service provider's policies, practices and procedures governing the provision of goods and services to members of the public, shall be trained on the following:

- 10.1.1 How to interact and communicate with persons with various types of disability;
- 10.1.2 How to interact with persons with disabilities who use assistive devices or require the assistance of a guide animal, or a support person;
- 10.1.3 How to use equipment that is available on premises that may help in the provision of goods and services;
What to do if a person with a particular type of disability is having difficulty accessing the provider's goods or services; and
- 10.1.4 Information on the policies, practices and procedures governing the provision of goods and services to people with disabilities.

- 10.2 Contracted employees, third party employees, agents and others that provide customer service on behalf of the Municipality must meet the requirements of Ontario Regulation 429/07 with regard to training. In accordance with Ontario Regulation 429/07 a document describing the training policy, a summary of the contents of the training and details of training dates and attendees must be submitted to the Municipality upon request.

10.3 The Contractor shall be aware of the policies adopted by the Municipality in accordance with Accessibility for Ontarians with Disabilities Act, as may be amended from time to time and will abide by all policies and regulations as they apply to the contract.

11. Working Safely

11.1 The Contractor shall agree to execute and abide by the Municipality's Occupational Health and Safety Compliance Form for Contractors, as attached to this contract as Schedule 'A'.

11.2 The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the services performed hereunder.

11.3 The Contractor agrees that any health and safety policies and precautions put in place by the Municipality will be recognized by the Contractor and the Contractor will abide by all such policies and precautions in the same manner as the public is expected to recognize and abide by same.

11.4 The Contractor shall provide reasonable protection to prevent property loss or damage and/or personal injury to persons, including but not limited to the Contractor's Personnel and all other persons who may be affected thereby.

11.5 When in Municipality buildings, facilities and workplaces, the Contractor agrees to abide by all Municipality Health and Safety Policies in force and effect.

12. Liability

12.1 The Contractor, his agents and all persons employed by him, or under his control including sub-contractors, shall use due care to ensure that no person or property suffers injury or loss (including death) and no rights are infringed, as a result of or by reason of the provision of the services.

12.2 Under this agreement the Contractor shall be solely responsible for all damages by whomsoever claimable in respect of any such loss, injury or infringement of rights.

12.3 The Contractor shall defend, indemnify and hold harmless the Municipality and its officers, directors, employees, agents, successors and assigns from and against all losses, damages, liabilities, deficiencies, actions, judgments, interest, awards, penalties, fines, costs or expenses of whatever kinds, arising out of or resulting from bodily injury, death or any person, or damage to real or tangible personal property, resulting from the Contractor's or the Contractor's Personnel's acts or omissions, and/or the Contractor's breach of any representation, warranty or obligation under this Agreement. The Municipality may satisfy such indemnity (in whole or in part) by way of deduction from any payment due to the Contractor.

13. Municipality Funds and Monies Due

13.1 All monies payable to the Municipality by the Contractor under any stipulation herein, or to the Workplace Safety and Insurance Board of Canada (WSIB), as provided hereunder, may be retained out of any monies then due or which may become due from the said Municipality to the said Contractor under this or any other contract with the Municipality, or otherwise howsoever, or may be recovered from the Contractor or his surety, in any court of competent jurisdiction, as a debt due to the Municipality and the Municipality shall have full power to estimate such sum even though the amount of such sum to be so retained may be ascertained.

13.2 All payments to the Contractor shall be made out of funds under the control of the Municipality in its public capacity and no member of the Municipality Council or any officer, employee or servant of the Municipality is to be held personally liable to the Contractor under any circumstances whatsoever.

14. Forfeiture of Contract

14.1 If the Contractor neglects or compounds with his creditors to commit any act of insolvency, or transfer, assign or sublet, or attempt to transfer, assign or sublet this contract, or any part thereof without the consent of the Municipality or if at any time the work or any part thereof without the consent of the Municipality or if at any time the work or any part thereof is, in the judgement of the Municipality, not executed or not being executed in a sound or workmanlike manner and in all respects in strict conformity with the contract, or if such work or any part thereof is not progressing in such manner as to ensure entire satisfaction, or to comply with any reasonable order the Contractor may receive from the Municipality, or if the Contractor shall persist in any course in violation of any of the provisions of the contract, after twenty-four (24) hours written notice from the Municipality to the Contractor, the Municipality shall have the full right and power, without process or action at law, to take over the whole operation, or any part or parts thereof specified in the said notice.

14.2 The Contractor upon receiving notice to that effect shall immediately cease said operations, or the part or parts thereof specified in the said notice, peaceably and the Municipality may assign the same to any other contractor, person or persons with or without previously being advertised.

14.3 The Municipality may consider any action necessary or advisable in order to secure the completion of the said contract to its satisfaction.

14.4 The Contractor and his surety shall be liable for all damages, expenditures, including additional costs of the services which may be incurred by reason thereof.

14.5 All of the powers of the Municipality with respect to the determination of the sum or sums, or balance of money to be paid to or received from the said Contractor, and otherwise in respect of the contract, shall nevertheless continue in force.

15. Permits, Licenses and Qualifications

15.1 The Contractor shall obtain, retain and pay for, at his own expense, all licenses, permits and qualifications required by law or statute or regulations made thereunder.

16. Compliance with Laws

16.1 The contractor shall comply with all Federal, Provincial and Municipality laws, statutes, regulations and by-laws.

16.2 The Contractor shall be solely responsible for payment of any fines levied due to violation of Federal, Provincial and Municipality laws, statutes, regulations and by-laws as they pertain to the performance of this contract.

17. Specifications

17.1 The Contractor agrees to provide uniformed By-Law Enforcement Officers

17.2 The Contractor will ensure that the by-laws of the Municipality, as they relate to the entirety of the Municipality of Arran-Elderslie will be enforced.

17.2.1 For greater certainty, the Contractor will enforce:

- The provisions of all by-laws requiring the issuance of tickets or certificates;
- The Property Standards By-Law;
- The Animal Regulating By-Law including the collection and delivery of dogs to the appropriate Animal Control facility; but
- Will not be responsible for the enforcement of the Zoning By-Law.

17.3 The Contractor will issue parking infraction notices, certificates of offence, warnings and orders in accordance with the approved by-laws of the Municipality and will furnish same to the Municipality within the required and statutory timelines.

17.4 The Contractor when performing Animal Control Services agrees to complete all requisite documents and paperwork required by the Municipality and Animal Control facility.

17.5 The Municipality will enact an Appointment By-Law which will authorize the Contractor to enforce the by-laws of the Municipality.

17.5.1 In order to facilitate this, the Contractor agrees to furnish to the Municipality the names and officer numbers of any employees, officers or sub-contractors who will be enforcing the by-laws of the Municipality.

17.5.2 The Municipality will ensure that the Appointment By-Law is filed with the Provincial Offences Court.

17.6 The Municipality permits the Contractor and/or the Contractor's Personnel to enforce the provisions of the Municipality's by-laws to the fullest extent of the by-law provisions.

- 17.7 The parties hereto hereby agree that each party will to the best of their ability and as appropriate, inform the other verbally or in writing with regard to any complaints, compliments and comments, as filed or reported.
- 17.8 The Contractor, in consideration of the health and safety of its officers, employees and sub-contractors, will issue and use any/all necessary Personal Protective Equipment (PPE), in order to carry out their duties. The Municipality will not be responsible for the cost, the use or the misuse of any PPE by the Contractor or the Contractor's Personnel.
- 17.9 The Municipality will in its sole discretion, defend any infraction notices, orders and certificates of offence which are challenged. This includes the supply of solicitors, paralegals, etc. to attend court. The Municipality reserves the right to cancel, withdraw, settle or otherwise dispose of any infraction notice, order and certificate of offence, whether or not it is challenged.
- 17.9.1 The Contractor agrees to provide Municipal Law Enforcement Officers to attend court and provide necessary statements and evidence related to the notices, offences and orders, as required.
- 17.9.2 The Contractor agrees to make, and furnish to the Municipality, such notes, documentation and photos as required for any investigations undertaken in the performance of services under this agreement. It is hereby agreed by the parties hereto that no infraction notice, order or certificate of offence will be given to the Municipality without the requisite officer notice and photos pertaining to the said infraction notice, order or certificate of offence.
- 17.10 The Contractor and Municipality agree to establish such administrative processes as will provide each party with the required information as it relates to the issuance of infractions, correspondence, warnings, orders, certificates of offence, the scheduling of court hearings, etc.
- 17.11 The Municipality will provide administrative support as needed, available and as it relates to the requirement to send notices, correspondence, orders, etc. in accordance with Municipality by-laws.
- 17.12 The Municipality will provide infraction notices, certificates of offence, templates, notebooks, a dog transport cage and ticket book holders for use by the Contractor in the performance of their duties. It is agreed that all items provided will continue to be the property of the Municipality and must be returned to the Municipality upon request and upon termination or cancellation of this agreement.
- 17.13 The Contractor will be permitted to affix the Municipality logo to vehicles provided by the Contractor for the provision of services under this agreement as long as the Contractor's logo is also prominently displayed on said vehicles. Alternatively, the Contractor may identify the vehicles with the title "Municipal Law Enforcement".
- 17.14 The Municipality will provide a non-dedicated workspace which may be used by the Contractor from time to time. The Municipality will not be required to provide the Contractor with a key to the building where the workspace is located nor will any

telephone or computer be provided. Access to Municipality files will be provided only as required and under the supervision of Municipality staff.

- 17.15 The Contractor will provide dispatch or a message reception services which are capable of accepting messages from individuals regarding by-law infractions.
- 17.16 If required, the Municipality will provide an email address which may be used by the Contractor in the performance of services under this contract.
- 17.17 The Contractor will provide 24 hours per week of by-law enforcement services.
- 17.18 The Municipality reserves the right to request additional hours from the Contractor in order to ensure that deadlines and requirements are met.
- 17.19 The Contractor will not incur hours in excess of 24 hours per week, as required herein, without the express permission of the Municipality. The Municipality will not be responsible for payment for any hours in excess of 24 hours per week, as required herein which are not previously approved by the Municipality.
- 17.20 The parties hereto agree to deliver to the court without delay, after processing and aging by the Municipality as required, all infraction notices and certificates of offence issued and other documentation as required.
- 17.21 The Contractor will provide such training to its employees, officers and sub-contractors as is required to ensure that offences and infraction notices issued and actions taken are accurate, complete and will be defensible if challenged in court.
- 17.22 The Municipality will provide assistance regarding best practices for writing infraction notices, orders, warnings, certificates of offence, interpretation of by-laws, etc.
- 17.23 The Municipality will provide training for the Contractor as required with regard to enforcement areas and expectations of the Municipality in the performance of by-law enforcement services.

18. Confidentiality

- 18.1 The Contractor acknowledges that in the course of providing the services under this agreement, the Contractor and/or the Contractor's Personnel may create or have access to information that is treated as confidential and proprietary by the Municipality.
- 18.2 "Confidential information" refers to any data or information relating to the business of the Municipality which would reasonably be considered to be proprietary to the Municipality including, but not limited to, accounting records, business processes, payment and law enforcement records. "Confidential information" also means all information data documents, agreements, files and other materials in whatever form including, without limitation, in written, oral, visual or electronic form, which is disclosed or otherwise furnished by the Municipality to the Contractor or the Contractor's Personnel in the course of the provision of services under this agreement, whether or not such information is marked confidential, that relates directly or indirectly to the Municipality's business, clients, residents, polices, services, and/or finances.

18.3.

18.4 The Contractor agrees that it will not disclose, divulge, reveal, report or use, for any purpose, any confidential information which the Contractor has obtained, except as authorized by the Municipality or as required by law.

18.5 The obligation to maintain confidentiality will apply during the term of this contract agreement and will survive indefinitely upon termination of this contract agreement.

18.6 All written and oral information and material disclosed or provided by the Municipality to the Contractor under this contract agreement which is considered to be confidential information will continue to be considered as such regardless of whether it was provided before or after the date of execution of this contract agreement or how it was provided to the Contractor.

18.7 The parties hereto agree that by executing this contract agreement, the parties, their heirs, successors, assigns, employees and officers are bound to maintain confidentiality as if each individual had executed the agreement.

18.8 The Contractor shall make every reasonable effort and take every reasonable precaution to ensure that the Contractor's Personnel are aware of and abide by the terms of this section of the agreement.

18.9 The Contractor will be solely responsible for any and all damages resulting from the unauthorized or improper use of confidential information by the Contractor or the Contractor's Personnel.

19. Ownership of Intellectual Property

19.1 All intellectual property and related material, including any trade secrets, moral rights, goodwill, relevant registrations or applications for registration, and rights in any patent, copyright, trademark, trade dress, industrial design and trade name that is developed or produced under this agreement, will be the sole property of the Municipality.

19.2 The use of the intellectual property by the Municipality will not be restricted in any manner.

19.3 The Contractor may not use the intellectual property for any purpose other than that contracted for in this agreement but may use the intellectual property for other purposes with the written consent of the Municipality.

19.4 The Contractor will be solely responsible for any and all damages resulting from the unauthorized use of the intellectual property.

20. Return of Property

20.1 Upon the expiry, termination or cancellation of this agreement, the Contractor will return to the Municipality any property, documentation, records and confidential information which is the property of the Municipality.

21. Payment

- 21.1 Except as otherwise provided in this contract agreement, all monetary amounts referred to in this agreement are in Canadian dollars.
- 21.2 The Contractor will be permitted to charge a penalty of 2.50%, compounded monthly on any outstanding amount.
- 21.3 For the provision of all services under this agreement, the Contractor shall charge the Municipality at a rate not to exceed \$35.00 (thirty-five dollars) per hour plus HST.
- 21.4 A premium of \$10 (ten dollars) per hour plus HST will be charged for any hours of work performed on statutory holidays.
- 21.5 The Contractor will charge the Municipality \$200.00 (two hundred dollars) per month for dispatch or answering services provided by the Contractor under this agreement.
- 21.6 The Contractor will invoice the Municipality every 15 days.
- 21.7 The Municipality shall pay all undisputed fees within fifteen (15) days after the Municipality's receipt of the Contractor's invoice.
- 21.8 The Municipality shall be responsible for all sales, use and excise taxes, and any other similar taxes, duties and charges of any kind imposed by any federal, provincial or municipal governmental entity on any amounts payable by the Municipality hereunder; provided that, in no event shall the Municipality pay or be responsible for any taxes, statutory withholdings, deductions or remittances, imposed on or with respect to the Contractor's income, revenues, gross receipts, or the Contractor's Personnel.

22. Term, Cancellation, Termination and Extension

- 22.1 The term of this agreement will begin on September 15, 2021 and end on September 14, 2022.
 - 22.1.1 Notwithstanding the term prescribed herein, the Contractor may be required to attend in court and/or at a hearing which takes place or continues beyond the end of the term to provide evidence or testimony.
 - 22.1.2 Where such attendance is required, the Contractor shall charge the Municipality at the hourly rate as prescribed herein.
- 22.2 In the event that either party wishes to terminate this agreement without cause prior to the end of the term, that party will be required to provide thirty (30) days' written notice to the other party.
- 22.3 The principles of mitigation apply to any damages owed for termination of this Agreement without required notice.
- 22.4 The term of this agreement may be extended or renewed under the terms of this agreement, if the parties agree to such renewal or extension in writing.

22.5 Violation of any of the terms of this agreement, in the sole discretion of the Municipality, may render this contract null and void and the contract may be immediately terminated if deemed by the Municipality to be the appropriate action.

23. Inclusion and Gender

23.1 Words in the singular mean and include the plural and words in the plural mean and include the singular

23.2 Words in the masculine mean and include the feminine and words in the feminine mean and include the masculine.

24. Governing Law

24.1 This agreement will be governed by and interpreted in accordance with the laws of the Province of Ontario.

25. Severability

25.1 In the event that any of the provisions of this agreement are held to be invalid or unenforceable in whole or in part by a court of competent jurisdiction, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts being severed from the remainder of this agreement.

26. Entire Agreement and Amendment

26.1 This agreement, together with any other documents incorporated herein by reference, and related exhibits and schedules, constitutes the sole and entire agreement of the parties to this agreement with respect to the subject matter contained herein and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, with respect to such subject matter.

26.2 Any amendment to this agreement must be in writing and executed by both parties. No waiver by any party of any of the provisions hereof shall be effective unless it is in writing and signed by the waiving party. No waiver of any provision in this agreement shall be deemed or constitute a waiver of any other provision.

27. Enurement

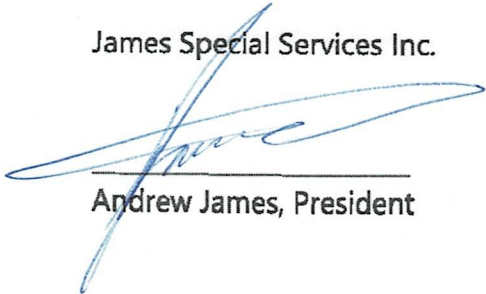
27.1 This agreement will enure to the benefit of and be binding on the parties and their respective heirs, executors, administrators and permitted successors and assigns.

28. Titles, Headings and Numbering

28.1 Titles and headings are inserted for the convenience of the parties only and are not to be considered when interpreting this agreement.

In witness whereof the parties hereto have set their hands and seals.

James Special Services Inc.



Andrew James, President

09/04/2021

Date

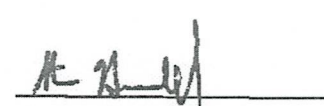
Date



Witness

Witness

Municipality of Arran-Elderslie



Steve Hammell, Mayor

August 30, 2021

Date

Date



Christine Fraser-McDonald, Clerk

August 30, 2021

Date

We have the authority to bind the corporation.

Schedule A
Municipality of Arran-Elderslie
Occupational Health and Safety Compliance Form for Contractors

The contractor shall provide and maintain the necessary first aid items and equipment as required under the First Aid Regulations of the Worker's Compensation Act and Occupational Health and Safety Act as applicable to the scope of work. This shall include but not be limited to the provision of an adequately maintained first aid kit which shall be present at the project or job site.

The contractor shall ensure that all employees are provided with and instructed in the use of safety equipment as required by the Occupational Health and Safety Act and by other regulations. Normal safety precautions should be observed while around and operating equipment.

The contractor, by executing the contract, unequivocally acknowledges that he/she is the constructor within the meaning of the Occupational Health and Safety Act and amendments thereto.

The Contractor shall ensure that all work areas are secured in a safe manner so as to eliminate any injury or harm to workers or persons. The Contractor shall abide by all Occupational Health and Safety regulations and shall ensure proper safety attire and equipment is inspected and being used at all times. The Contractor shall not leave equipment or materials in such locations which would cause harm to any person, animal or thing.

Where any injury, accident or incident occurs on or about the work area, the Contractor shall immediately notify the Municipality of Arran-Elderslie and shall provide such documentation and follow up information as required by the Municipality.

The contractor hereby acknowledges by signing this form that he/she is aware of and shall view the Municipality of Arran-Elderslie Health and Safety Policy Document. The Contractor hereby acknowledges that the Municipality, when requested, shall be permitted to view the Health and Safety Policies of the Contractor and any firm or sub-contractor associated with the works.

JAMES SPECIAL SERVICES INC.

Name of Contractor / Firm (print)

Jimmy Flumey

Signature of Contractor

4-SEP-21

Date



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: November 28, 2022

Subject: SRREC.22.14 Arran-Elderslie Accessibility Projects

Report from: Carly Steinhoff, Park, Facilities and Recreation Manager

Appendices: AE Office Lift Floorplan

Financial Overview Accessibility Projects

Recommendation

Be It Resolved that Council hereby,

1. Accept the proposal from Domm Construction to complete the Arran-Elderslie Municipal Office Lift project, in the amount of \$118,870.00 plus applicable taxes;
2. Accept the proposal from Domm Construction to complete the Elevator project at the Paisley Community Centre, in the amount of \$ 231,920.00 plus applicable taxes, and,
3. That Council, in accordance with Article 4.7 of the Procurement Policy, waives the requirement to proceed with an RFP.
4. That Council authorizes 2023 Pre-Budget Approval for an additional \$ 60,332.00 to be allocated to the costs for the Elevator/Lift Projects.

Report Summary

To inform Council of the proposals received for the completion of the lift project at the Arran-Elderslie Municipal Office and the elevator project at the Paisley Community Centre.

Background

In 2022, the Municipality received notification of a successful grant application. The total amount received for this grant is \$ 213,750.00. A requirement with the grant is that the Municipality is to cover 25 percent of the project costs, which is \$ 71,250.00.

This grant funding supported (2) two portable pool lifts, the construction of a lift at the Arran-Elderslie Municipal Office and the rehabilitation or replacement of the elevator at the Paisley Community Centre. To date, the portable pool lifts have been purchased.

When the grant was submitted, it was unknown if/when funding approvals would occur. The approval was granted in March 2022, with a construction deadline of December 31, 2022. Due to supply chain issues and contractor availability, a grant extension is required. This funding stream has also supported the construction of the three (3) splash pads and a large-scale sidewalk project. The Municipality has requested an extension for both the accessibility project and the sidewalk project. The extension has been tentatively secured, but government approval is still required, which notification is anticipated to occur in January 2023.

Domm Construction and their sub-consultants Davidson Hill Elevators recently completed an accessibility project with the installation of an elevator at the Paisley Town Hall. They produced a quality product that fits with the esthetic and functionality of the building. Due to timing of the funding parameters and past experiences, staff are requesting that the same contractors be utilized to complete both projects associated with this report. It should also be noted that Domm Construction were the contractors that originally built the Municipal Office, and most recently constructed the new Water Shop in Chesley.

Both accessibility projects within the report coincide with additional projects at each location. The Municipal Office is to include basement renovations, entailing the construction of an Accessibility for Ontarians with Disabilities Act (AODA), additional office spaces and a boardroom.

The Paisley Community Centre includes a renovation of the upper level's former Legion Room that will extend to the hall. To date, three (3) RFP's have been issued with no proposals received. Staff continue to work to obtain a contractor for this work, with the goal of these projects occurring at the same time to avoid service disruptions. For clarity, this report only speaks to the accessibility portion of each building and the associated construction with the lift/elevator.

Municipal staff will be issuing an RFP for the construction of both space renovation projects. Staff will bring back a report to Council on the renovation projects for the Municipal Office Lower-Level Space and the 2nd Floor space of the Paisley Community Centre with the intention that these projects may coincide with the installation of the lift/elevator projects.

Analysis

Arran-Elderslie Municipal Office

As shown in Appendix A, the lift will be installed on the east side of the building.

The main level lift entrance will be located in the front foyer, where the public computer and desk currently sits. It will go to an open area on the lower level, creating accessibility throughout the building.

Paisley Community Centre

A contractor visited the Community Centre and determined, with the assistance of a structural engineer, that the current lift is slowly pulling off the building. It was recommended to decommission this lift and build a new elevator, due to efficiency and cost effectiveness. It was recommended to remove the current components but retain the shaft that the facility can use as storage. The location of the new elevator will be beside the main stairwell, from the Lobby to the Hall entrance. This location will limit future use of the current concession, however, this has been underutilized for many years. The location of the new elevator will be the most accessible place for the main and upper levels, and both can be incorporated into the current design and functionality of the building. Additionally, the location of the current lift limits rental potential for both spaces. The new location will allow for a common area and two separate rental spaces on the upper level.

As the Municipality has worked with this contractor before, staff feel that both projects address the needs of the facilities and are in the best interest of the Municipality.

The lead time for the Office lift is 16 weeks from drawing approval and 26 weeks for the Paisley Community Centre, from the time that approved drawings are received. It is anticipated that this project will commence in early 2023. It is assumed that the bulk of the construction for both projects will commence in spring 2023, with a completion timeline set for late 2023. This timing is to be confirmed with the contractor.

There will be a disruption at the Municipal Office, but staff are prepared to work with the contractor, while maintaining services. It is anticipated that there will be minimal disruption to arena operations, due to bridge construction and time of year. Staff will ensure that the public is notified of any changes to service.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

The total cost for both projects is \$350,790.00 plus applicable taxes. As noted above, the grant has been approved for \$ 213,750.00 based on a total project cost of \$285,000.00. Appendix B provides a financial overview of the 2022 approved budget, with an update to reflect the costs as provided by Domm Construction, resulting in a total project budget of \$356,964. Now that the Pool Lifts have been completed, there is

opportunity to allocate the unspent grant allocation of \$22,160 to the remaining projects being addressed in this report.

An additional \$ 60,332.00 is required to complete this project. The overage for this project is due to rising supply costs and changes to regulations for elevators in public spaces.

Staff are requesting 2023 pre-budget approval to support the remaining funds needed to complete this project. The Capital Budget identifiers for each of these projects are as follows:

Arran-Elderslie Office Lift 3124

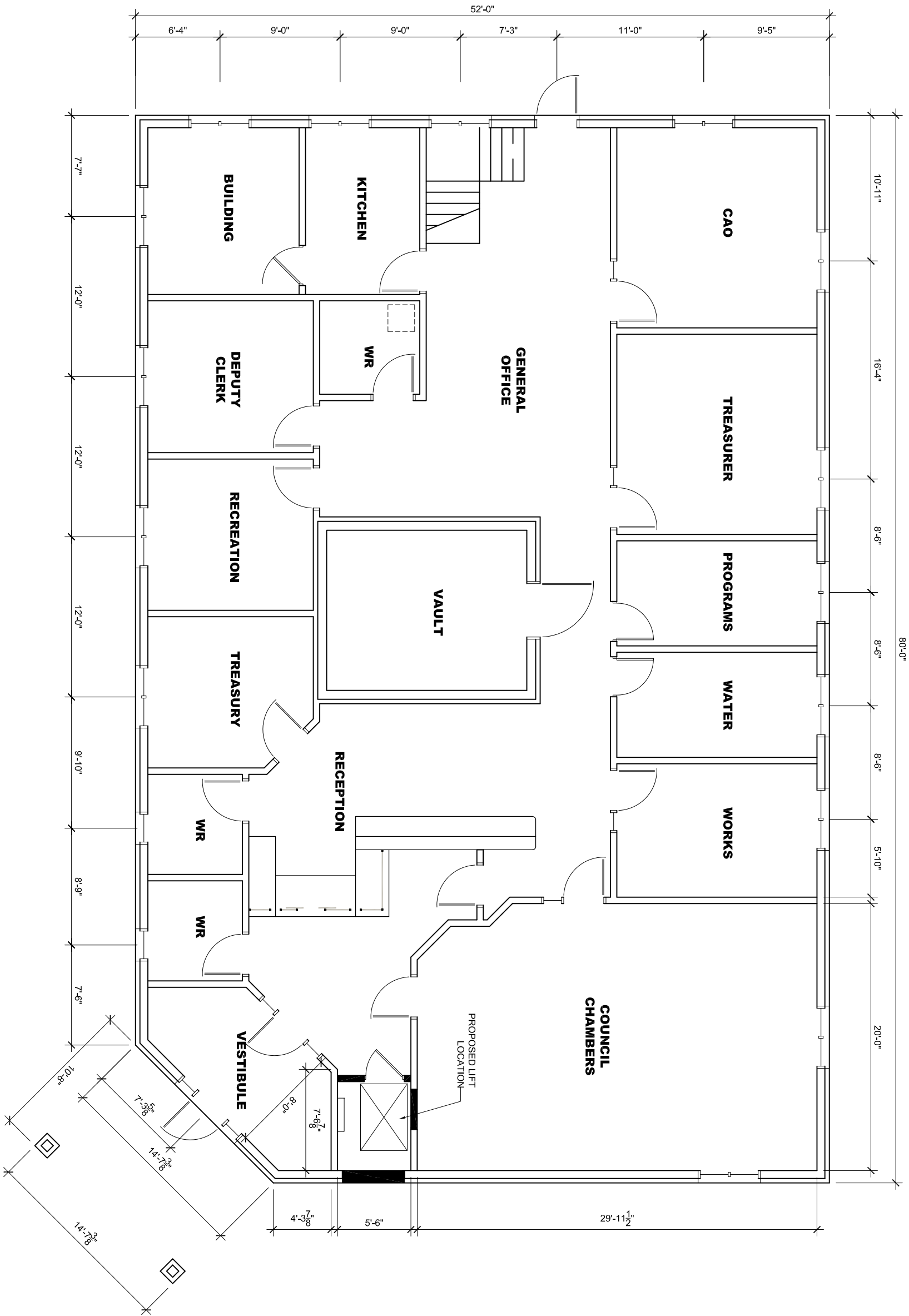
Paisley Community Centre Lift 3978

The Procurement Policy, under Article 4.7, provides Council with the authority to waive the requirement to issue an RFP, under three (3) circumstances:

- 1) The extension or reinstatement of an existing contract would be cost effective or beneficial to the Municipality,
- 2) Goods and services are available from only one-source,
- 3) Where for reasons of time, or due to the nature of the goods or services, it is in the best interests of the municipality to proceed with direct purchase or invitation to tender.

Given that staff have pursued an RFP process without success, and that the project is time sensitive due to grant timelines, it is the recommendation of staff to proceed with a direct purchase from Domm Construction for both of these elevator/lift projects.

Approved by: Sylvia Kirkwood, Chief Administrative Officer



THE CORPORATION OF THE MUNICIPALITY OF
ARRAN-ELDERSLIE
FOR REFERENCE ONLY

ALL CONSTRUCTION TO MEET
THE ONTARIO BUILDING CODE

PROJECT NORTH



PROJECT	ADMINISTRATION BUILDING
CLIENT	ARRAN-ELDERSLIE
DRAWING	PROPOSED LIFT

DRAWN	AE
DATE	JULY 3, 2020
SCALE	1/8"=1'-0"
FILE	AE_OFFICE- 2020_Lift1
REV No.	0.01

P1

Appendix B - Financial Overview

	Capital ID 3124 Municipal Office	Capital ID 3978 Paisley CC	Total	Revised Budget	Funding Allocation
2022 Approved Budget	148,316	148,316	296,632	356,964	
Financed by:					
Grant	118,653	118,653	237,306	190,910	53.5%
Municipality	29,663	29,663	59,326	166,054	46.5%
	<u>148,316</u>	<u>148,316</u>	<u>296,632</u>	<u>356,964</u>	
Domm Construction					
Before Tax	118,870	231,920	350,790		
Net Cost	120,962	236,002	356,964		
Actual Costs Incurred					
Grant Awarded			168,750		
(Project Cost \$225,000)					
Allocation from Pool Lifts			<u>22,160</u>		
Total Grant Available			<u>190,910</u>		
Budget Increase			60,332		

	Pool Lifts		Total Grant Awarded
	Budget	Actual	
2022 Approved Budget	73,920	30,454	213,750
Financed by:			
Grant	59,136	22,840	
Municipality	14,784	7,613	
	<u>73,920</u>	<u>30,454</u>	
Grant Awarded		45,000	
(Project Cost \$60,000)			
Grant allocation to other lift projects		22,160	



The Corporation of the Municipality of Arran-Elderslie

Information Report

Report From: Steve Tiernan, Fire Chief

Meeting Date: November 28, 2022

Subject: SRFIRE.22.09 3rd Quarter Fire Report

Attachments: Appendix "A"

Report Summary

The intent of this report is to update Council on the Arran-Elderslie Fire and Emergency Services Operations and Statistics for the 3rd Quarter Operational Period of 2022.

Background

The following information is comprised of Fire Responses, Training, Apparatus Information, Fire Prevention and Public Education completed for the third quarter of 2022 (July 1st to September 30th, 2022).

Analysis

Completed analysis of information for 3rd quarter of 2022 obtained from Arran-Elderslie Fire & Emergency Services and statistics received from July 1st to September 30th, 2022 and total year to date calls for each station.

Call statistics are identified in Appendix "A".

Summary of Training

With mandatory certification now passed into law with O.Reg. 343/22, the training committee has started meeting and looking at viable options as we move into the future.

At this time, one firefighter has completed his NFPA 1001 Firefighter Level 1 at Brockton Regional Training Center, while three (3) firefighters from the Chesley Station completed challenging the NFPA 1001 Firefighter 1&2 certification at the Markdale Regional Training Center.

Firefighters are in the middle of doing their summer training with skills such as auto extrication, water supply, firefighter survival and shore-based water rescue, just to name a few.

In working with Brockton Regional Training Center, staff have secured an NFPA 1021 Officer 1 Certification Class for existing officers and acting captains, as well as firefighters looking to move into acting captain roles in the future (part of our succession planning). This will be started in February of 2023, pending the adoption of the 2023 Operating Budget.

To date, seven (7) firefighters have successfully moved into Acting Captain's positions. This provides further education for firefighters moving into officer roles into the future.

Apparatus Review

The following are maintenance issues addressed in the 3rd quarter.

- Paisley Tanker 85 had the pump relief valve replaced.
- Chesley Pumper 92 had the 35' ladder repaired.
- Tara Rescue 76 required two new batteries.
- Tara station had the MTO inspections completed.

Prevention and Inspections

Inspections of commercial businesses through request and complaint are ongoing throughout the Municipality.

Public Education Activities include visits to Junior/Senior Kindergarten and School visits to the fire stations. Monthly news articles are also published in the Paisley Advocate paper.

Link to Strategic/Master Plan

Fire Masterplan 2020

Corporate Strategic Plan:

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding

There are no financial implications resulting from this report.

All costs associated with expenditures within this 3rd quarter are aligned with current Budgets. Staff are continuing to assess the budgetary impacts of Mandatory Certification O. Reg. 343/22 and recommendations will be brought forward during the 2023 budget process.

Approved By: Sylvia Kirkwood, CAO

Appendix "A"

3rd Quarter Fire Statistics

	Fires	Medical	Motor Vehicle Collisions	Alarms	Other; Gas Leak, Hydro Wires, Spills Burn Complaints, Etc.	Mutual, Station, Other Department, Aid	Cancelled	Total Calls
TARA Station 70	2	5	4	1	3	0	0	15
PAISLEY Station 80	0	9	3	0	1	1	0	14
CHESLEY Station 90	1	12	4	1	2	4	2	26
Total Calls For 1 st Quarter 2022							Total Calls 40	
Total Calls For 2 nd Quarter 2022							Total Calls 42	
Total Calls For 3 rd Quarter 2022							Total Calls 55	
Year to Date							Total YTD 137	



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Canada | N0G 1W0 | 519-364-1255
www.saugeenconservation.ca
publicinfo@svca.on.ca

November 8, 2022

SVCA Member Municipalities
Attention: Clerk and CAO

Re: New Term of Council and Appointment of SVCA Board Members

Dear Member Municipalities,

With the recent municipal election, I wanted to provide you with the following information regarding municipal appointments to the Saugeen Valley Conservation Authority's Board of Directors. This information also contains some new legislative requirements pertaining to Board appointments that resulted from recent changes to the *Conservation Authorities Act*.

Appointment of Members

Under Section 14 of Ontario's *Conservation Authorities Act*, your municipal Council is entitled to appoint one (1) member to the Saugeen Valley Conservation Authority to represent your municipality except for the Municipality of Kincardine, the Town of Saugeen Shores, and the Municipality of West Grey. For these municipalities, two (2) members can be appointed to the Saugeen Valley Conservation Authority.

- Appointed members are for a term of up to four years;
- Appointed members must be a resident of a municipality in the authority's jurisdiction; and
- The *Conservation Authorities Act* now requires that at least 70 percent of a municipality's appointees be selected from among the members of the municipal council. This means that if your municipality has one member appointment, the member appointed by your municipality must be a member of Council unless your Council requests an exception from the Minister to appoint a citizen representative.

Should your municipality wish to apply for an exception please let us know as soon as possible and we will assist you with the process, otherwise please inform us at your earliest convenience which member of Council has been appointed as your representative to our Board of Directors.



Transition

As per the *Conservation Authorities Act*, your current member(s) will continue to serve on SVCA's Board of Directors until your municipality has appointed or reappointed a member for the new term. **We hope your municipality will be able to advise us of your appointment by mid-December to enable new and returning members to attend an important orientation session on December 15, 2022.**

Background Information

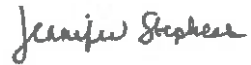
To assist you with the appointment of a new member we have provided some key information below pertaining to meetings and the role of members:

- Board meetings are generally held at 1:00 pm on the third Thursday of most months.
- Members are reimbursed for eligible expenses such as mileage and they currently receive a per diem of \$75 per meeting.
- SVCA is a municipally based organization that delivers programs and services to manage water and other natural hazards and resources across the Saugeen Valley watershed.
- SVCA promotes an integrated approach to natural resource management, one that balances human, environmental and economic needs.
- The Board of Directors is responsible for SVCA and oversees its management under the *Conservation Authorities Act*. All members of the Board shall:
 - Attend all meetings of the Authority;
 - Understand the purpose, function, and responsibilities of the Authority;
 - Be familiar with the Authority's statutory and other legal obligations;
 - With the administration, set strategic direction for the Authority; and
 - Keep the represented municipal council informed of Authority projects, programs, and activities.
- Each appointee to the SVCA Board of Directors must also adhere to the attached Code of Conduct and Conflict of Interest Policy.
- We also encourage all potential appointees to review SVCA's Administrative Bylaws which can be found [here](#).

If you have any questions about appointing a member, or if we can provide you with any further information or assistance, please don't hesitate to contact me at 519-369-7206 or j.stephens@svca.on.ca.

Best wishes for your new term of council, and we look forward to continuing to work with you and your municipality over the next four years.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer Stephens".

Jennifer Stephens

General Manager / Secretary-Treasurer

Attachments:

- SVCA's Member Code of Conduct
- SVCA's Member Conflict of Interest Policy

D. Appendices to the Administrative By-law

Appendix 1 - Code of Conduct

1. Background

The Saugeen Valley Conservation Authority demands a high level of integrity and ethical conduct from its General Membership. The Authority's reputation has relied upon the good judgement of individual Members. A written Code of Conduct helps to ensure that all members share a common basis for acceptable conduct. Formalized standards help to provide a reference guide and a supplement to legislative parameters within which Members must operate. Further, they enhance public confidence that Members operate from a base of integrity, justice, and courtesy.

The Code of Conduct is a general standard. It augments the laws which govern the behaviour of Members, and it is not intended to replace personal ethics.

This Code of Conduct will also assist Members in dealing with confronting situations not adequately addressed or that may be ambiguous in Authority resolutions, regulations, or policies and procedures.

2. General

All Members, whether municipal councillors or appointed representatives of a municipality, are expected to conduct themselves in a manner that reflects positively on the Authority.

All Members shall serve in a conscientious and diligent manner. No Member shall use the influence of office for any purpose other than for the exercise of his/her official duties.

It is expected that Members adhere to a code of conduct that:

- a) Upholds the mandate, vision and mission of the Authority;
- b) Considers the Authority's jurisdiction in its entirety, including their appointing municipality;
- c) Respects confidentiality;
- d) Approaches all Authority issues with an open mind, with consideration for the organization as a whole;
- e) Exercises the powers of a Member when acting in a meeting of the Authority;
- f) Respects the democratic process and respects decisions of the General Membership, Executive Committee, advisory boards and other committees;
- g) Declares any direct or indirect pecuniary interest or conflict of interest when one exists or may exist; and
- h) Conducts oneself in a manner which reflects respect and professional courtesy and does not use offensive language in or against the Authority or against any Member or any Authority staff.

3. Gifts and Benefits

Members shall not accept fees, gifts, hospitality, or personal benefits that are connected directly or indirectly with the performance of duties, except compensation authorized by law.

October 16, 2018, amended last February 17, 2022

4. Confidentiality

The Members shall be governed at all times by the provisions of the *Municipal Freedom and Information and Protection of Privacy Act*.

All information, documentation or deliberations received, reviewed, or taken in a closed meeting are confidential.

Members shall not disclose or release by any means to any member of the public, either in verbal or written form, any confidential information acquired by virtue of their office, except when required by law to do so.

Members shall not permit any persons, other than those who are entitled thereto, to have access to information which is confidential.

In the instance where a Member vacates their position on the General Membership they will continue to be bound by MFIPPA requirements.

Particular care should be exercised in protecting information such as the following:

- a) Human Resources matters;
- b) Information about suppliers provided for evaluation that might be useful to other suppliers;
- c) Matters relating to the legal affairs of the Authority;
- d) Sources of complaints where the identity of the complainant is given in confidence;
- e) Items under negotiation;
- f) Schedules of prices in tenders or requests for proposals;
- g) Appraised or estimated values with respect to the Authority's proposed property acquisitions or dispositions;
- h) Information deemed to be "personal information" under MFIPPA.

The list above is provided for example and is not exhaustive.

5. Use of Authority Property

No member shall use for personal purposes any Authority property, equipment, supplies, or services of consequence other than for purposes connected with the discharge of Authority duties or associated community activities of which the Authority has been advised.

6. Work of a Political Nature

No member shall use Authority facilities, services or property for his/her election or re-election campaign to any position or office within the Authority or otherwise.

7. Conduct at Authority Meetings

During meetings of the Authority, Members shall conduct themselves with decorum. Respect for delegations and for fellow Members requires that all Members show courtesy and not distract from the business of the Authority during presentations and when others have the floor.

8. Influence on Staff

Members shall be respectful of the fact that staff work for the Authority as a whole and are charged with making recommendations that reflect their professional expertise and corporate perspective, without undue influence.

9. Business Relations

No Member shall borrow money from any person who regularly does business with the Authority unless such person is an institution or company whose shares are publicly traded and who is regularly in the business of lending money.

No Member shall act as a paid agent before the Authority, the Executive Committee or an advisory board or committee of the Authority, except in compliance with the terms of the *Municipal Conflict of Interest Act*.

10. Encouragement of Respect for the Authority and its Regulations

Members shall represent the Authority in a respectful way and encourage public respect for the Authority and its Regulations.

11. Harassment

It is the policy of the Authority that all persons be treated fairly in the workplace in an environment free of discrimination and of personal and sexual harassment. Harassment of another Member, staff or any member of the public is misconduct. Members shall follow the Authority's Harassment Policy as approved from time-to-time.

Examples of harassment that will not be tolerated include: verbal or physical abuse, threats, derogatory remarks, jokes, innuendo or taunts related to an individual's race, religious beliefs, colour, gender, physical or mental disabilities, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation. The Authority will also not tolerate the display of pornographic, racist, or offensive signs or images; practical jokes that result in awkwardness or embarrassment; unwelcome invitations or requests, whether indirect or explicit and any other prohibited grounds under the provisions of the *Ontario Human Rights Code*.

12. Breach of Code of Conduct

Should a Member breach the Code of Conduct, they shall advise the Chair and Vice-Chair, with a copy to the Secretary Treasurer, as soon as possible after the breach.

Should a Member of the Authority allege that another Member has breached the Code of Conduct, the said breach shall be communicated to the Chair, with a copy to the Secretary-Treasurer, in writing. In the absence of the Chair, or if a Member alleges that the Chair has breached the Code of Conduct, the said breach shall be communicated the Vice-Chair, with a copy to the Secretary-Treasurer, in writing.

Any breach, or alleged breach, of the Code of Conduct shall be investigated in accordance with the Enforcement of By-laws and Policies procedure outlined or referred to in the Authority's Administrative By-law.

Appendix 2 - Conflict of Interest

1. *Municipal Conflict of Interest Act*

The Authority Members commit themselves and the Authority to ethical, businesslike, and lawful conduct when acting as the General Membership. The Authority is bound by the *Municipal Conflict of Interest Act*. This by-law is intended to assist Members in understanding their obligations. Members are required to review the *Municipal Conflict of Interest Act* on a regular basis.

2. *Disclosure of Pecuniary Interest*

Where a Member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the Authority, Executive Committee, Advisory Board or committee at which the matter is the subject of consideration, the Member:

- a) Shall, prior to any consideration of the matter at the meeting, disclose the pecuniary interest and the general nature thereof;
- b) Shall not take part in the discussion of, or vote on any question in respect of the matter; and,
- c) Shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

3. *Chair's Conflict of Interest or Pecuniary Interest*

Where the Chair of a meeting discloses a conflict of interest with respect to a matter under consideration at a meeting, another Member shall be appointed to chair that portion of the meeting by Resolution.

4. *Closed Meetings*

Where a meeting is not open to the public, a Member who has declared a conflict of interest shall leave the meeting for the part of the meeting during which the matter is under consideration.

5. *Member Absent*

Where the interest of a Member has not been disclosed by reason of their absence from the particular meeting, the Member shall disclose their interest and otherwise comply at the first meeting of the Authority, Executive Committee, advisory board or committee, as the case may be, attended by them after the particular meeting.

6. *Disclosure Recorded in Minutes*

The recording secretary shall record in reasonable detail the particulars of any disclosure of conflict of interest or pecuniary interest made by Members and whether the member withdrew from the discussion of the matter. Such record shall appear in the minutes/notes of that particular meeting of the General Membership, Executive Committee, advisory board or committee, as the case may be.

7. *Breach of Conflict-of-Interest Policy*

Should a Member breach the Conflict-of-Interest Policy, they shall advise the Chair and Vice-Chair, with a copy to the Secretary-Treasurer, as soon as possible after the breach.

Should a Member of the General Membership allege that another Member has breached the Code of Conduct, the said breach shall be communicated to the Chair, with a copy to the Secretary-Treasurer, in writing. In the absence of the Chair, or if a Member alleges that the Chair

October 16, 2018, amended last February 17, 2022

has breached the Conflict-of-Interest Policy, the said breach shall be communicated to the Vice-Chair, with a copy to the Secretary-Treasurer, in writing.

Should a member of the public or a municipality allege that a Member has breached the Conflict-of-Interest Policy, the party making the allegation will be directed to follow the notification procedure outlined above.

Any breach, or alleged breach, of the Conflict-of-Interest Policy shall be investigated in accordance with the Enforcement of By-laws and Policies procedure outlined or referred to in the Authority's Administrative By-law.

Oct. 7/22

To ArranElderslie Township Council

We, the undersigned, as residents of 4th Street SE in Chesley, are asking the council to please do something about the excessive speeding on our street. It is already designated as a Community Safety Zone but we need action to ensure compliance. Apparently, the addition of speed bumps has already been introduced and rejected. Therefore, may we suggest the addition of a stop sign at the end of the street before drivers race down the hill to the community centre.

Make the hill entrance pedestrian only.

NAME

CONTACT INFO

Please stop speeding before someone gets hurt

Brittany Lemke
B. Kozak Bernice

J. GIBB

M. Allard

Chris Almyer

Linda Stenroos

Rolhi Bely

Robert Fenton

Angie McMurphy

Bodo Wallig

Kate Grace

Justin Grieve

Marilyn Cosgrove

Ruth Ferguson

Anna Renner

Maria Brant

Amanda Barlow

Daniella McEwan

[Redacted contact information]

519-377-3659

**THE CORPORATION OF THE
MUNICIPALITY OF ARRAN-ELDERSLIE**

BY-LAW NO. 64-2022

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE REGULAR COUNCIL
MEETING OF THE MUNICIPALITY OF ARRAN-ELDERSLIE
HELD NOVEMBER 28, 2022**

WHEREAS by Section 5(1) of the *Municipal Act 2001, S.O. 2001, c. 25, as amended*, grants powers of a Municipal Corporation to be exercised by its Council; and

WHEREAS by Section 5(3) of the *Municipal Act, S.O. 2001, c.25, as amended*, provides that powers of every Council are to be exercised by By-law unless specifically authorized to do otherwise; and

WHEREAS it is deemed expedient that the proceedings of the Regular Council of the Corporation of the Municipality of Arran-Elderslie for the period ending November 28, 2022, inclusive be confirmed and adopted by By-law.

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE HEREBY ENACTS AS FOLLOWS:

1. The action of the Council of the Municipality of Arran-Elderslie at its Regular Council meeting held November 28, 2022 in respect to each motion and resolution passed, reports received, and direction given by the Council at the said meetings are hereby adopted and confirmed.
2. The Mayor and the proper Officials of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.
3. The Mayor and Clerk, or in the absence of either one of them, the Acting Head of the Municipality, are authorized and directed to execute all documents necessary in that behalf, and the Clerk is authorized and directed to affix the Seal of the Corporation to all such documents.

READ a FIRST and SECOND time this 28th day of November, 2022.

READ a THIRD time and finally passed this 28th day of November, 2022.

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk