



# MUNICIPALITY OF ARRAN-ELDERSLIE

## Council Meeting

### AGENDA

Meeting Number 01-2023  
Monday, January 9, 2023, 9:00 a.m.  
Council Chambers  
1925 Bruce Road 10, Chesley, ON

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Pages

1. Call to Order
2. Mayor's Announcements (If Required)
3. Adoption of Agenda
4. Disclosures of Pecuniary Interest and General Nature Thereof
5. Unfinished Business
6. Minutes of Previous Meetings
  - 6.1 December 12, 2022 Regular Council Minutes 1
7. Business Arising from the Minutes
  - 7.1 Chesley Legion - Request for Tax Receipts  

Direction from last meeting - "Council directed staff to work with the Chesley Legion and report back as soon as an answer is available."
8. Minutes of Sub-Committee Meetings
9. Public Meeting(s)
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18.	Closed Session (if required)	
	i. a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization - waste management collection contract renewal	
	ii. advice that is subject to solicitor-client privilege, including communications necessary for that purpose - Litigation Update	
19.	Resolution to Reconvene in Open Session	
20.	Adoption of Recommendations Arising from Closed Session (If Any)	
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24.	List of Upcoming Council meetings	
	January 30, 2023	
	February 13, 2023	
	February 27, 2023	
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## **MUNICIPALITY OF ARRAN-ELDERSLIE**

### **Council Meeting**

### **MINUTES**

#### **Meeting No. 26-2022**

**Monday, December 12, 2022, 9:00 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 Brian Dudgeon  
Councillor Moiken Penner  
Councillor Peter Steinacker - present electronically

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  
Christina Tennyson -Regional Economic Development  
Coordinator for Bruce County

#### **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)**

#### **3. Adoption of Agenda**

Subsequent to further discussion, Council passed the following resolution:

**344-292-2022**

**Moved by:** Councillor Dudgeon

**Seconded by:** Councillor Penner

Be It Resolved that the agenda, as amended, for the Council Meeting of Monday, December 12, 2022 be received and adopted, as distributed by the Clerk.

Carried

**4. Disclosures of Pecuniary Interest and General Nature Thereof**

**4.1 Councillor Hampton - Chesley Kinsmen – Proposed Replacement of Playground Equipment Chesley Community Park**

Councillor Hampton is a member of the Kinsmen Club.

**5. Unfinished Business**

**5.1 Committee Appointments**

Subsequent to further discussion, Council passed the following resolution:

**345-29-2022**

**Moved by:** Deputy Mayor Shaw

**Seconded by:** Councillor Hampton

Be it resolved that the following members of Council be appointed to the following advisory committees, groups and boards for the 2022 - 2026 term of Council or until a successor is appointed:

Grey Sauble Conservation Authority - **Deputy Mayor Shaw**

Saugeen Valley Conservation Authority - **Councillor Penner**

Chesley and Area Joint Fire Board - **Councillor Hampton, Councillor Dudgeon, Mayor Hammell**

Saugeen Mobility and Regional Transit - **Deputy Mayor Shaw**

Bruce Area Solid Waste Recycling - **Councillor Nickason**

Multi-Municipal Wind Turbine Working Group - **Councillor Dudgeon, Citizen Member Mark Davis, Councillor Nickason**

Physician Recruitment and Retention Committee - **Councillor Hampton, Councillor Penner**

Paisley Firehall Subcommittee - **Councillor Penner, Councillor Dudgeon, Deputy Mayor Shaw**

Paisley Teeswater Bridge Project Working Group - **Councillor Penner, Deputy Mayor Shaw**

Carried

**5.2 Chesley Kinsmen - Tabled Motion - See Item 13.1 CAO/Clerks**

**6. Minutes of Previous Meetings**

## **6.1 November 28, 2022 Minutes - Regular Council Meeting**

Subsequent to further discussion, Council passed the following resolution:

**346-29-2022**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Nickason

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held November 28, 2022.

**Carried**

## **7. Business Arising from the Minutes**

None.

## **8. Minutes of Sub-Committee Meetings**

None.

## **9. Public Meeting(s)**

None.

## **10. Presentations**

### **10.1 Intact Insurance**

Tony Commisso, Ashley O'Leary and Matt Brown from Intact Insurance made a presentation to Council.

They discussed the Municipality's insurance policy with Council.

There was a discussion regarding Fire Service Billing. They noted that this is a fee for fire that needs to go to the homeowner. There will be a coverage in their home insurance for fire expenses which they will submit if they have coverage. Intact can review contracts and give advice on these. The Fees and Charges By-law clearly states that the expense should go to the homeowner.

Treasurer Tracey Neifer noted that there has been positive interaction between Intact and Arran-Elderslie. They have been great to respond to any inquiries and their webinars are very informative.

### **10.2 Fire Marque**

Chris Carrier from Fire Marque made a presentation to Council.

He noted that homeowner's property insurance policies includes Fire Department Service Charges. He assured Council that what they are

doing is legal, as sometimes the public does not understand this and the Municipality's by-laws are enforceable.

Revenues stay within the budget in 3 Areas: Education, Personnel Training and Capital Purchases.

The Municipal Act is clear that it is reasonable for municipality to pass a by-law to charge user fees.

The FPPA is for the enforcement of regulations and orders and is not related to fire department recovery fees.

If property owners pay taxes, which include Fire Department Services, why should the Fire Department charge fees? The Indemnification Technology program is not a typical fee. It is a cost recovery mechanism to comply with insurance policy language. Just as property owners have paid taxes for fire services, they have also bought and paid for fire service expense coverage in their property insurance policies. By requesting insurance companies pay for those expenses, the insurance companies are being asked to honour the contractual agreement of the policy they issued.

Council thanked Mr. Carrier for his presentation.

### **10.3 Jennifer Stephens, CAO - Saugeen Valley Conservation Authority**

Jennifer Stephens, General Manager for Saugeen Valley Conservation Authority (SVCA), gave her presentation to Council.

She noted that there are 36 Conservation Authorities throughout Ontario who complete up to 32,000 Planning and Permit Reviews Annually. They manage over \$3.8-Billion worth of flood control and prevention infrastructure as well as protecting lives and preventing more than \$150-million per year in flood damages and disruption. The Conservation Authorities work with landowners to plant over 1.3-M trees annually and offer 3,500 km worth of trail for people to enjoy, hosting almost 10-M visitors annually.

Flood and erosion control prevention is completed through non-structural approaches such as keeping people away from water, regulation of development in floodplains, flood forecasting and warning, water infrastructure maintenance and inspection and emergency planning.

Structural Approaches are also used such as: dams – to control flow of frazil ice and water, dykes – to restrict flows to the proper channel and channel works – to protect slopes from erosion.

They employ a flood warning program to relay routine information concerning watershed river conditions to selected agencies and municipal officials as well as to provide rapid, advance warning and technical

support to concerned officials and to citizens whose lives and properties may be endangered by floodwaters.

They also review planning act applications and are involved in municipal drain reviews.

SVCA takes surface water samples at 29 different stations in an effort to understand the watershed as well as sampling sediments for insect larvae. Different species have different pollution tolerances.

SVCA performs level and maintenance checks quarterly. Well pump and samples are taken every fall. There are 23 aquifers accessed at 14 sites.

The SVCA runs a tree planting program as well as marking and tendering program and maintenance and improvement projects related to Authority forested properties (8,000ha).

Bill 23 will create a negative impact on their programs.

Council thanked Ms. Stephens for her presentation.

#### **10.4 Abundant Solar Energy Inc. - Mila Simon**

Tracey Zheng and Harry Buyukkocabas, John Kozack, and Gus Kukkoros, made a presentation to Council regarding their battery storage project in Chesley.

They are proposing a battery energy storage project (BESS). Ontario is in an emerging electricity system needs, driven by increasing demand, the retirement of the Pickering nuclear plant, the refurbishment of other nuclear generating units, as well as expiring contracts for existing facilities.

Solar Flow-Through Funds (SFF), based in Vancouver and Toronto, is a solar energy investment and development limited partnership and is a leading supplier of renewable energy in Canada. SFF partners with municipalities, communities, and First Nations to the benefit of local economies while reducing green house gas emission.

Each BESS will be sized to 4.99 megawatts/20 megawatt hours in capacity and duration, and will occupy approximately 0.28 acres of land, including all required setbacks and spacing. Each BESS will be independently connected to the Ontario electricity grid. The BESS will charge at night when electricity demand is low, and discharge during the day when demand is high. BESS components include containerized units housing all necessary batteries, inverters, fire suppression and extinguishment, and HVAC systems.

They will hire local as much as possible to construct and maintain the BESS, but once completed there will be no full-time jobs available.

Council requested that there be another public information session held in Chesley. Council will review the proposed resolution at the January 9, 2023 Council meeting.

## **11. Delegations**

### **11.1 Carrie Bertrand - Fire Billing**

Carrie Bertrand made a delegation to Council along with her client Ray King.

She noted that no citizen will be ordered to pay their bill. Her client had a fire in March, 2022 and has received an invoice for fire services from Arran-Elderslie. Her client's insurance broker refused to pay the invoice.

She reviewed the Fire Prevention and Protection Act as well as the Fees and Services by-law. She feels this was an accidental fire and the owner should not be charged under the FPPA.

Municipal Solicitor Eric Davis of SV Law, a specialist in Municipal Law, gave his opinion to Council and indicated that Ms. Bertrand was incorrect in her interpretation of the Fire Prevention and Protection Act.

Council thanked Ms. Bertrand for her presentation.

### **11.2 Hawk's Nest - Laura DeMille, Coordinator**

Laure DeMille was attending on behalf of the Hawk's Nest.

The Hawk's Nest is partially funded by two partners, but the balance of the costs must be raised in the community.

They are requesting that Arran-Elderslie become a partner level sponsor at \$2,000.

Council directed that this be brought forward to Budget discussions on January 9, 2023.

## **12. Correspondence**

### **12.1 Requiring Action**

#### **12.1.1 Chesley Legion - Request for Tax Receipts**

Treasurer Tracey Neifer noted that the Municipality can issue receipts as it is a qualified donee.

In regards to the Chesley Legion, she noted that the Legion is not a qualified donee, so the Municipality would be circumventing the system to issue receipts and the Municipality is not in a position to issue receipts on behalf of the Chesley Legion.

Council directed staff to work with the Chesley Legion and report back as soon as an answer is available.

#### 12.1.2 Paisley Royal Canadian Legion - Stop Sign Request on Queen/Goldie Streets

CAO Sylvia Kirkwood noted she would speak to the County in this regard and will report back in January.

### 12.2 For Information

Subsequent to further discussion, Council passed the following resolution:

#### **351-29-2022**

**Moved by:** Deputy Mayor Shaw

**Seconded by:** Councillor Nickason

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**

#### 12.2.1 Clean Energy Frontier

#### 12.2.2 News Release - MPP Byers Announces Seniors Community Grants Funding

### 13. Staff Reports

#### 13.1 CAO/Clerks

##### 13.1.1 Chesley Kinsmen – Proposed Replacement of Playground Equipment Chesley Community Park

Councillor Hampton declared a conflict on this item. (Councillor Hampton is a member of the Kinsmen Club.)

Chesley Ward Councillor declared a conflict as he is a member of Kinsmen.

Subsequent to further discussion, Council passed the following resolution:

#### **352-29-2022**

**Moved by:** Councillor Dudgeon

**Seconded by:** Councillor Penner

Be It Resolved that Council hereby,

1. Support the Kinsmen Club of Chesley in their proposed fundraising project for Arran-Elderslie with the replacement of playground equipment located at the Chesley Community Park;
2. Approve an exemption from Section 4.7 of the Procurement Policy, such that the replacement of the playground equipment in the Chesley Community Park can be purchased and installed by ABC Recreation Ltd., in 2023 for an upset limit of \$91,979.70 inclusive of HST;
3. Request that staff develop a workplan with the Kinsmen Club of Chesley and ABC Recreation Ltd., to outline the necessary municipal work required for site preparation and existing play equipment removal work;
4. Request that staff prepare an interest free loan agreement with the Kinsmen Club of Chesley for the net expense of the total project cost; and
5. The loan agreement shall in be accordance with Section 7 of the Grant and Donation Policy which provides for community projects and consideration to an interest free loan with annual repayments over a 10-year term.

**Carried**

#### 13.1.2 SRCLK.2022-23 – 2022 Municipal Election Accessibility Report

Clerk, Christine Fraser-McDonald presented her report to Council for information purposes.

### **13.2 Finance**

#### 13.2.1 SRFIN.22.26 Municipal Insurance 2023 - Intact Public Entities

Subsequent to further discussion, Council passed the following resolution:

#### **353-29-2022**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Penner

Be It Resolved that Council hereby,

1. Approve the annual renewal of the 2023 Municipal Insurance Policy with Intact Public Entities; and
2. That staff continue to work with Intact Public Entities to identify opportunities to reduce premiums and/or modify

deductible limits to reduce the overall 2023 insurance increase as part of the annual renewal.

**Carried**

### **13.3 Public Works**

None.

### **13.4 Building/Bylaw**

None.

### **13.5 Facilities, Parks and Recreation**

None.

### **13.6 Emergency Services**

#### **13.6.1 SRFIRE.22.10 Fire & Emergency Service – Cost Recovery for Fire Response and Related Fees and Charges By-Law**

Subsequent to further discussion, Council passed the following resolution:

#### **351-29-2022**

**Moved by:** Councillor Dudgeon

**Seconded by:** Councillor Nickason

Be It Resolved that Council hereby,

1. Support the recovery of appropriate fire and emergency fees subject to an upset limit of homeowners or tenants' insurance coverage for fire response;
2. Direct staff to enter into an agreement with Fire Marque Inc. to appoint them as Agent for the purposes of filing claims on behalf of the Municipality and to recover any insurance proceeds from the insurers of the affected parties; and
3. Staff bring forward an updated Fees & Charges By-Law that provides for the collection of fire recovery fees to be in accordance with available homeowner/tenant insurance as part of the 2023 Budget process.

**Carried**

#### **13.6.2 SRFIRE.22.11 Self-Contained Breathing Apparatus Replacement Tara and Chesley Fire Stations, and Paisley Upgrades**

Subsequent to further discussion, Council passed the following resolution:

**354-29-2022**

**Moved by:** Councillor Hampton

**Seconded by:** Deputy Mayor Shaw

Be It Resolved that Council hereby,

1. Provides pre-budget approval for 2023 to support the purchase of 20 complete sets of MSA G1 Self Contained Breathing Apparatus (SCBA) with additional conversion parts from AJ Stone at a cost of \$289,362.00 plus HST, allocated as follows:
  - \$140,322.50 for Tara Fire Station's share of SCBA's
  - \$135,629.50 for Chesley Fire Station's share of SCBA's
  - \$13,410.00 for Paisley Fire Station's SCBA upgrade kits; and
2. That the purchase is financed by the Fire Station's respective Reserve Accounts, 01-0000-2116 Paisley Fire, 01-0000-2117 Chesley Fire and 01-0000-2118 Tara Fire; and
3. That the report be shared with the Chesley Fire Board for proportionate cost recovery from the Township of Chatsworth.

**Carried**

**13.7 Economic Development and Planning**

**13.7.1 SRECDEV.22.02 Review and Update of the Municipal Community Improvement Plan**

Christina Tennyson, Regional Economic Development Coordinator for Bruce County presented her report to Council for information purposes.

**14. Notice of Motion**

None.

**15. Members Updates**

Shaw:

Deputy Mayor Shaw wished everyone a Merry Christmas and was invited by the OPP regarding their food drive this Saturday in Chesley. She also had joined in the staff year-end curling event.

Hampton:

Councillor Hampton wished everyone a Merry Christmas. He attended a Horticultural Christmas Dinner and thanked them for looking after the flower beds and gardens around town.

Dudgeon:

Councillor Dudgeon wished everyone a Merry Christmas and had nothing to report.

Steinacker:

Councillor Steinacker wished everyone a Merry Christmas and had nothing to report.

Penner:

Councillor Penner wished everyone a Merry Christmas and had nothing to report.

Nickason:

Councillor Nickason wished everyone a Merry Christmas and had nothing to report.

Hammell:

Mayor Hammell wished everyone a Merry Christmas and noted that he had joined in the staff year-end curling event. He also thanked Council for attending the Santa Claus parades.

**16. New Business**

None.

**17. By-laws**

**17.1 By-law 60-2022 - Rundle Zoning By-law Amendment**

Subsequent to further discussion, Council passed the following resolution:

**355-20-2022**

**Moved by:** Councillor Hampton

**Seconded by:** Deputy Mayor Shaw

Be It Resolved that By-law No. 60-2022 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 60-2022 being a By-law to amend the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie by changing from Agriculture 'A1' zone to Agriculture Special A1-60-2022 and Agriculture Special with holding provision A1-60-2022-H zone on the lands described as Part Lot 32, Concession 12, geographic Township of Arran, Roll # 4103-490-004-04200.

**Carried**

## **18. Closed Session (If Required)**

The Mayor advised that Council go into Closed Session at 1:02 p.m. for the purpose of matters identified in the motion below.

### **347-29-2022**

**Moved by:** Councillor Hampton

**Seconded by:** Councillor Penner

Be It Resolved That 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;
- ( ) a proposed or pending acquisition or disposition of land by the municipality or local board;
- ( ) 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 may hold a closed meeting under another Act;
- ( ) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- ( ) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

( ) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or

( ) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Staff authorized to Remain:

CAO Sylvia Kirkwood, Clerk Christine Fraser-McDonald, Fire Chief Steve Tiernan, Municipal Solicitor Eric Davis, SV Law, and Treasurer Tracey Neifer

**Carried**

**19. Resolution to Reconvene in Open Session**

Mayor Hammell confirmed that Council discussed only those matters identified in the above motion.

He reported that staff has been directed to contact the Municipal Solicitor to prepare correspondence to CMR Insurance regarding unresolved invoices.

Council passed the following resolution:

**348-29-2022**

**Moved by:** Councillor Nickason

**Seconded by:** Councillor Dudgeon

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 2:10 p.m.

**Carried**

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

**350-29-2022**

**Moved by:** Councillor Penner

**Seconded by:** Councillor Hampton

Be it Resolved that Council directs staff to work with Municipal Solicitor SV Law to prepare correspondence to the agents representing fire recovery claims outlining its legal requirements and to seek reimbursement of fire costs as per their respective insurance policies.

**Carried**

## 21. Confirming By-law

### 21.1 By-law 65-2022

Subsequent to further discussion, Council passed the following resolution:

#### **356-29-2022**

**Moved by:** Deputy Mayor Shaw

**Seconded by:** Councillor Hampton

Be It Resolved that By-law No. 65-2022 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 65-2022 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, December 12, 2022.

**Carried**

## 22. Adjournment

Subsequent to further discussion, Council passed the following resolution:

#### **357-29-2022**

**Moved by:** Councillor Nickason

**Seconded by:** Councillor Dudgeon

Be It Resolved that the meeting be adjourned to the call of the Mayor at 3:54 p.m.

**Carried**

## 23. List of Upcoming Council meetings

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Steve Hammell, Mayor

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Christine Fraser-McDonald, Clerk



**ABUNDANT Solar Energy Inc.**  
Suite 803, 505 Consumers Rd,  
Toronto, ON M2J 4V8  
Tel: 1 416 494 9559  
www.abundant.solar



Attn: Christine Fraser-McDonald  
THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE  
Box 70  
Chesley, ON N0G 1L0



Dear Neighbor,

We are writing to you to make you aware of a Battery Energy Storage System (BESS) Project, located at your neighbor site at 60 Industrial Park Road, Chesley, ON N0G 1L0, that will be proposed to IESO (Ontario's Independent Electricity System Operator) to participate in IESO's Request for Proposals (RFP) for the Procurement of Expedited Long Term Electricity Reliability Services process (E-LT1 RFP). As part of the community engagement, we are sharing the outline of the Project with you, as well as inviting you to attend the public meeting hosted by the Proponent and Developer at the Chesley Community Centre, where more information will be shared.

### **IESO Procurement Background**

After more than a decade of strong supply, Ontario is entering a period of emerging electricity system needs, driven by increasing demand, the retirement of the Pickering Nuclear Generating Station, the refurbishment of other nuclear generating units, and expiring supply contracts at other facilities.

To address these needs, Ontario's Independent Electricity System Operator (IESO) is competitively procuring 4,000 megawatts of capacity through the first Long-Term Request for Proposals (LT1 RFP), a complimentary expedited process (E-LT1 RFP) and the Same Technology Upgrade Solicitation. The LT1 RFP together with the E-LT1 RFP will competitively procure year-round effective capacity from dispatchable New Build resources, including New Build hybrid electricity generation and storage facilities.

### **Proponent Information and Procurement Participation**

1000234813 Ontario Inc., operating as Solar Flow-Through Funds (SFF), is a group of limited partnerships with offices in Vancouver and Toronto. SFF has partnered with Abundant Solar Energy Inc. (ASE) to participate in IESO's long-term capacity procurement to ensure reliability in Ontario's electricity grid. SFF develops facilities and technologies that contribute to the global reduction of greenhouse gases and use of fossil fuels. Currently, SFF's portfolio consists of 70 operating solar projects in Ontario, totaling 29 MW DC.

The Proponent is a Qualified Applicant under the IESO procurement process. SFF has retained Abundant Solar Energy Inc. (ASE, an experience renewable energy engineering firm) to prepare applications for the E-LT1 RFP, which are due on February 16<sup>th</sup>, 2023, based on the IESO E-LT1 RFP draft Rule. If selected for the IESO contract, permitting and development would commence in 2023; and all protocols including but not limited to safety, environmental protection, wetland conservation, and applicable visual screening will be followed. The projects are expected to be operational in 2025.

### **Developer**



**ABUNDANT Solar Energy Inc.**  
 Suite 803, 505 Consumers Rd,  
 Toronto, ON M2J 4V8  
 Tel: 1 416 494 9559  
[www.abundant.solar](http://www.abundant.solar)



ASE is acting as an agent and developer for SFF. ASE is a 100% Canadian-owned independent renewable and clean energy project developer and asset operator. Since 2013, Abundant has enabled the proliferation of renewable and clean energy contributing to reduce carbon emission goals through its development, engineering, and asset management services in Canada and the United States.

### **Project Information**

The proposed utility grid-connected battery energy storage systems (BESS) will be located at the attached location (refer to site plan). The system will be a 4.99-megawatt/19.96-megawatt hour battery energy storage system using lithium-ion battery technology. Each BESS is expected to occupy approximately 0.28 acres of land, including all required setbacks and spacing, connected to the Ontario electricity grid. The BESS will be charged by the local grid overnight when there is low electricity demand and will supply power to the grid at times of high demand, providing significant benefits to grid reliability. BESS components include containerized units housing all necessary batteries, inverters, fire suppression and extinguishment, and HVAC systems. Please see attached for the proposed site plans and an example image of a BESS.

### **Community Benefits**

The BESS project is intended to enhance grid reliability, ultimately reducing chances of local outages. Further, construction, operations and maintenance activities will stimulate local economic activity with long-term contracts to local businesses as much as possible.

### **Public Meeting Details**

As part of the project development process, community members are invited to attend a public meeting that will be held at **6:00 pm on January 5th, 2023, at the Chesley Community Centre**. This meeting is intended to ensure that community members have the chance to become informed about the project and ask any questions they may have.

### **Questions and Contacts**

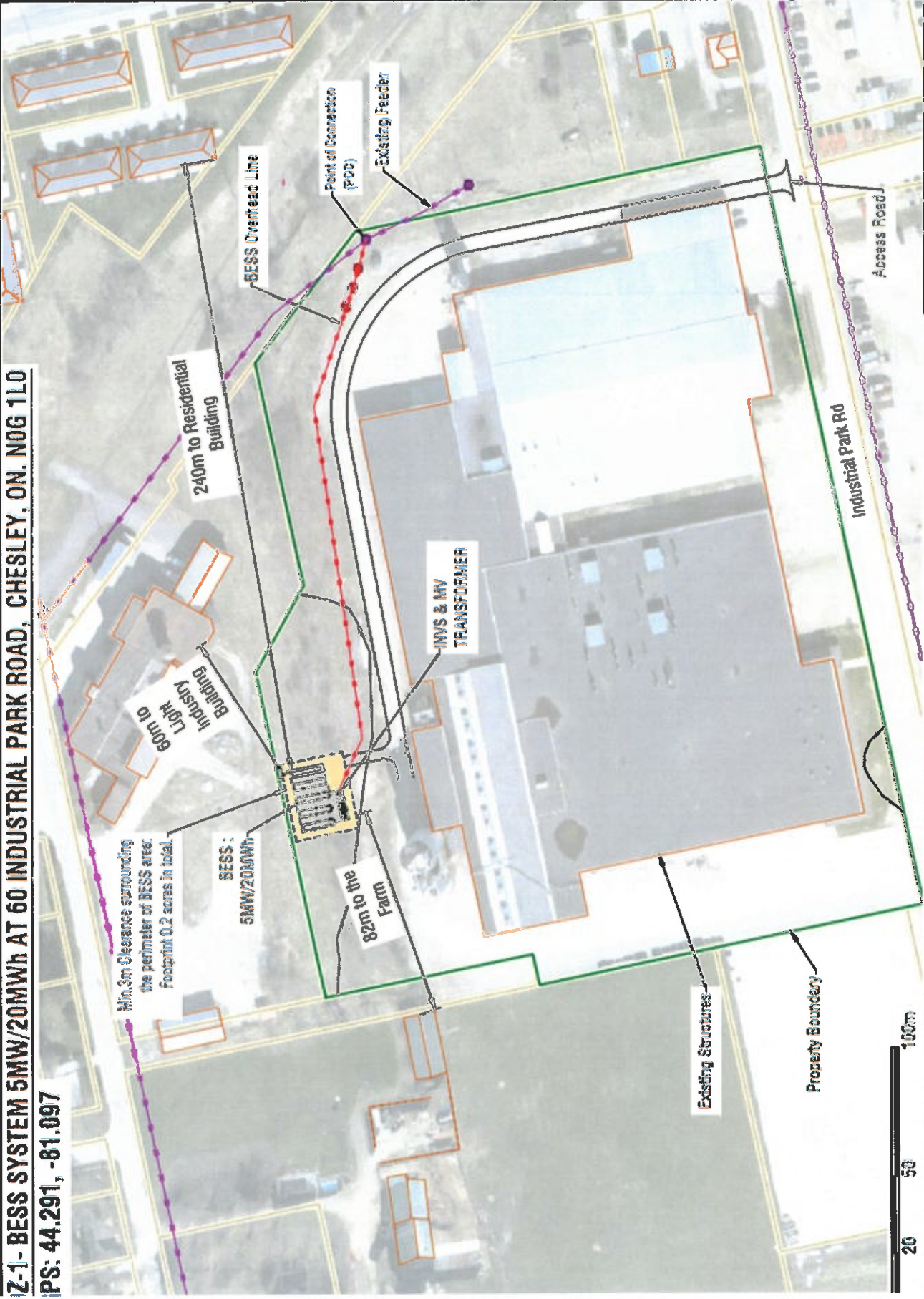
Please feel free to reach out to me below if you have any questions regarding the procurement process, companies involved, and/or proposed projects.

Sincerely,

Mila Simon  
 Project Coordinator  
 Abundant Solar Energy Inc.  
[mila.simon@abundantsolarenergy.com](mailto:mila.simon@abundantsolarenergy.com)

# Z-1- BESS SYSTEM 5MW/20MWh AT 60 INDUSTRIAL PARK ROAD, CHESLEY, ON. NOG 1LO

PS: 44.291, -81.097



## Option #2: BESS Is Between the West Farm and the North Light Industrial Building

NOTE: SITE LOCATION IS SUBJECT TO CHANGE AFTER COMMUNITY ENGAGEMENT AND ENGINEERING STUDIES



ABUNDANT Solar Energy Inc.  
1000 Highway 10  
Chesley, ON N0G 1L0  
Tel: 519-825-1100  
Fax: 519-825-1101  
www.abundantsolar.ca



PRELIMINARY

Project Name: Z-1- BESS SYSTEM 5MW/20MWh AT 60 INDUSTRIAL PARK ROAD, CHESLEY, ON. NOG 1LO  
Project Number: 44.291, -81.097  
Project Location: 60 INDUSTRIAL PARK ROAD, CHESLEY, ON. NOG 1LO  
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Project Date	2022-12-15









# Stronger Together

Municipal Innovation Council



# Introduction



## Becky Smith

Director, Centre for Municipal  
Innovation

Nuclear Innovation Institute

[Becky.Smith@nii.ca](mailto:Becky.Smith@nii.ca)

# Smarter, stronger, more resilient communities

The Municipal Innovation Council was established in 2020 when eight municipalities in the County of Bruce came together to find savings, efficiencies and deliver services better to their residents — all with the goal of building smarter, stronger, more resilient communities.



# Leveraging the Nuclear Innovation Institute



# Our commitment



**LEARN**



**COLLABORATION**



**TRANSFORM**



**MIC**  
municipal  
innovation  
council



NUCLEAR  
**INNOVATION**  
INSTITUTE

## Areas of focus

**Construction and Infrastructure**

**IT and Digital Services**

**Municipal Sustainability**

**Liveable Communities**

# Proven success



## Added value

For every MIC dollar invested, we have been able to **double** that through external funding sources.

This brings the total value delivered the MIC to **over \$1.25 million.**

# 2022 MIC highlights: a year of collective success

## Waste management & information technology

Two service reviews completed

Cost to MIC members:

**\$0**

IT Service review

Collective cost savings identified:

**\$585k**

## Mapping solution that provides a digital twin of Bruce County

Collective cost savings:

**\$500k**

Project partners



A Municipal Innovation Council Project



Better workplaces

**230+**

municipal staff trained



# 2023 focus of work

## Municipal sustainability

## Liveable communities

Medical  
professional  
recruitment

Municipal  
succession  
planning

Waste  
management

Municipal  
labour

Workforce  
housing

# MIC funding model

\$12,000 base fee (annual)  
+ \$2.50 per household – based on 2016 census

**Arran-Elderslie**

**\$19,575 (annual)**



# Thank you

**Becky Smith**

Director, Centre for Municipal Innovation

[becky.smith@nii.ca](mailto:becky.smith@nii.ca)

(519) 706-4310

# Planning in Arran-Elderslie

Daniel Kingsbury, RPP - Sr. Planner  
Megan Stansfield - Planner

January 9, 2023

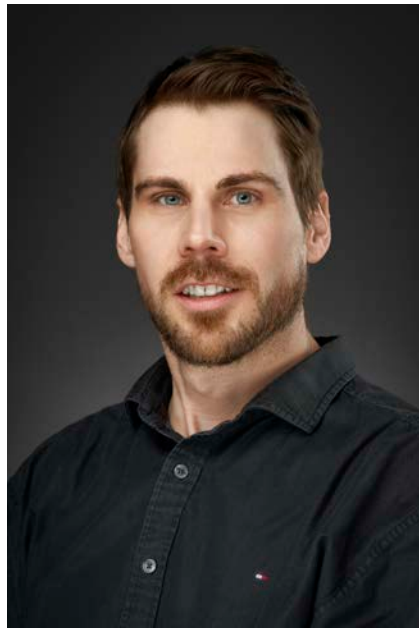


# Introductions

Daniel Kingsbury

Senior Planner

[Dkingsbury@brucecounty.on.ca](mailto:Dkingsbury@brucecounty.on.ca)



- Joined Bruce County in 2018
- Leads County's Peninsula Hub Planning Team
- Studied Geography and Planning
- Grew up in Owen Sound, has strong family roots in Bruce County

# Introductions

Megan Stansfield  
Planner

[mstansfield@brucecounty.on.ca](mailto:mstansfield@brucecounty.on.ca)



- Joined Bruce County in January of 2022
- Previously worked as a Planning Tech for Saugeen Valley Conservation Authority
- Studied environmental science and economics
- Grew up in Port Elgin, family is from Kincardine

# What is Planning?

- Broad purpose of land use planning is to regulate and control the development of land to provide for orderly and systematic growth within a specified geographic area or region

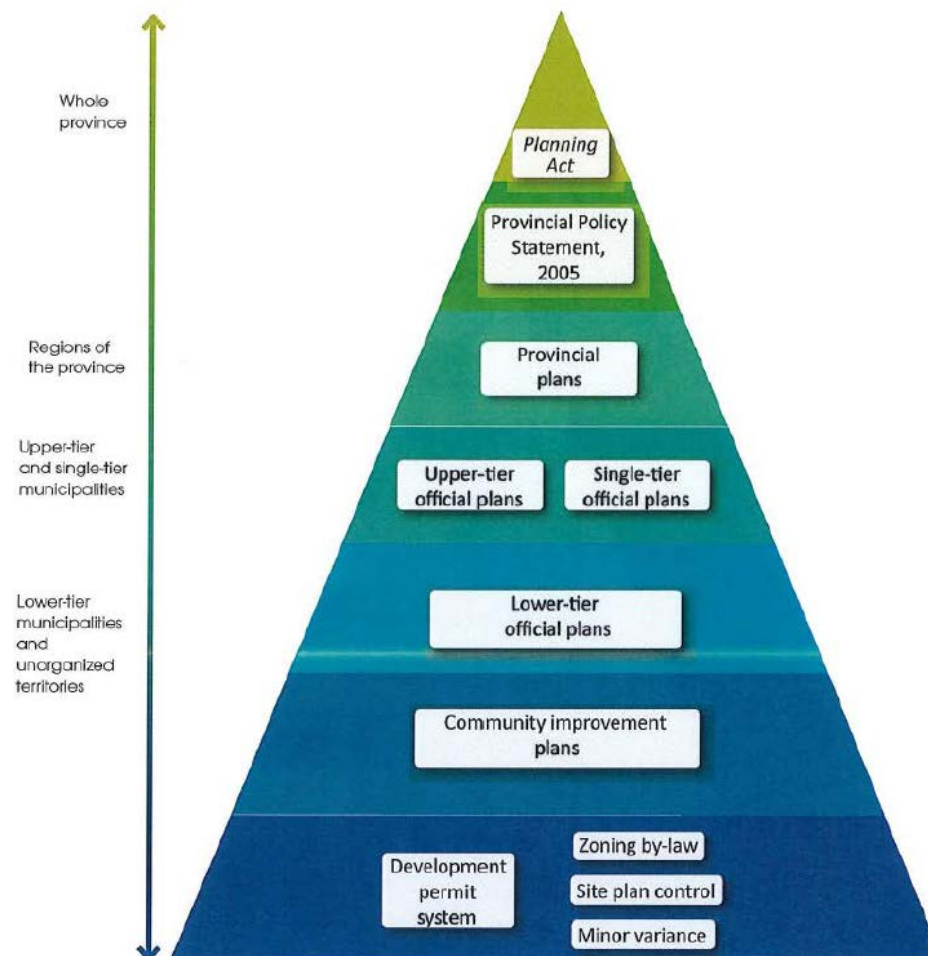
# Levels of Jurisdiction

- *Federal* Provincial jurisdiction over property does not extend to federally-regulated lands or activities (i.e., navigable waters, railways, aeronautics, telecommunications, etc.)
- *Provincial* Province derives its authority with respect to land use planning from its powers over “property and civil rights” and “matters of a local or private nature” under sections 92(13) & (16) of the *Constitution Act, 1867*
- *Municipal* Provincial governments have delegated much of the land use planning authority to municipalities (i.e., *Planning Act*)
- Provincial jurisdiction can override municipal jurisdiction (e.g., ministerial zoning orders)

# Key Participants

Participant	Role
Province of Ontario	<ul style="list-style-type: none"> <li>• Enacts legislation and regulations</li> <li>• Creates provincial policies and plans</li> <li>• Ministry of Municipal Affairs and Housing provides one-window provincial review of municipal planning documents and applications</li> <li>• Approves upper-tier and single-tier official plans; some other approvals</li> <li>• Defends provincial interests/policies/plans at OLT</li> <li>• Advise and educate</li> </ul>
Municipalities (upper and lower tier)	<ul style="list-style-type: none"> <li>• Establish and update official plan and zoning by-laws</li> <li>• Decisions in accordance with provincial policy</li> <li>• Local policy decisions in a public forum</li> <li>• Respond to and decide on planning applications – approval authorities</li> </ul>
Affected Agencies and Bodies	<ul style="list-style-type: none"> <li>• Other bodies may have regulatory powers or direct interests in specific matters, applications, or geographies (e.g., school boards, conservation authorities, transit authorities)</li> </ul>
Landowners and Developers	<ul style="list-style-type: none"> <li>• Initiate development projects, make applications to municipalities</li> <li>• Input to municipalities on policy &amp; financial initiatives and to Province on legislative &amp; policy initiatives</li> </ul>
Public and Stakeholders	<ul style="list-style-type: none"> <li>• Input on legislation, provincial policies and plans, municipal official plan and zoning by-law, and specific applications</li> </ul>
Ontario Land Tribunal	<ul style="list-style-type: none"> <li>• Expert appeal body that adjudicates upon land use planning disputes</li> </ul>

## Ontario's policy-led planning system



ontario.ca/PPS

# Provincial Policy Statement, 2020

Under the *Planning Act*

Ontario 

## Key Sections:

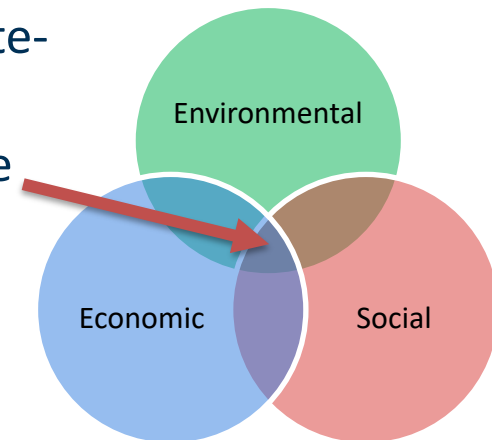
- Building Strong, Healthy Communities
- Wise Use and Management of Resources
- Protecting Public Health and Safety
- Implementation

## The Vision: Official Plans

- Establish **community** vision, goals & objectives, policies to guide land use decisions.
- Not '*just a policy*': Municipal decisions, by-laws and capital spending plans must align with the Official Plan.
- Upper Tier Official Plan (County)
- Lower-Tier Official Plan (local Municipality) – must conform; may be more, but not less restrictive

# Bruce County OP

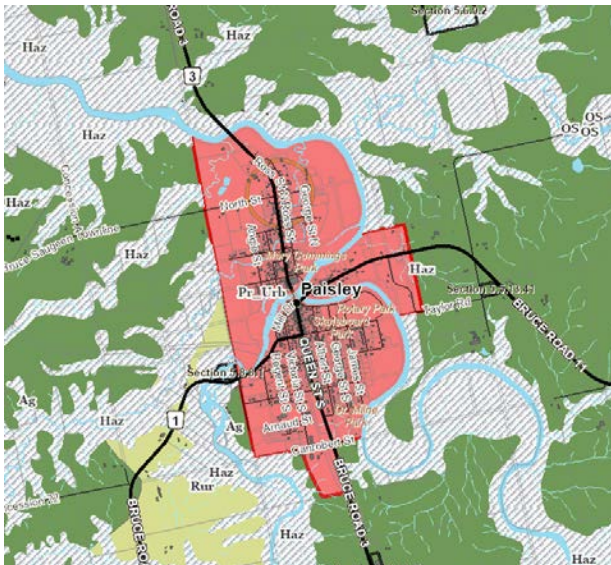
- Current Plan adopted in 1997, updated in 2010
- “The” Official Plan for areas outside of settlement areas unless there is a local Official Plan
- Provides high-level policies, forecasts, and density targets for settlement areas (further defined in local plans)
- Amended over 260 times since adoption, mostly site-specific changes
- A good plan, founded in the principle of sustainable development, but at the end of its plan horizon



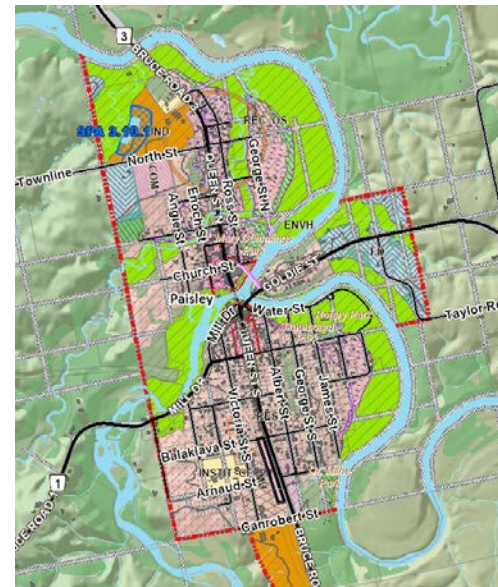
# Arran-Elderslie Official Plan

- Provides detailed direction to the Chesley, Paisley and Tara
- Higher level of detail than the County Plan
- Plans and Amendments must be approved by the County

County OP



Local OP

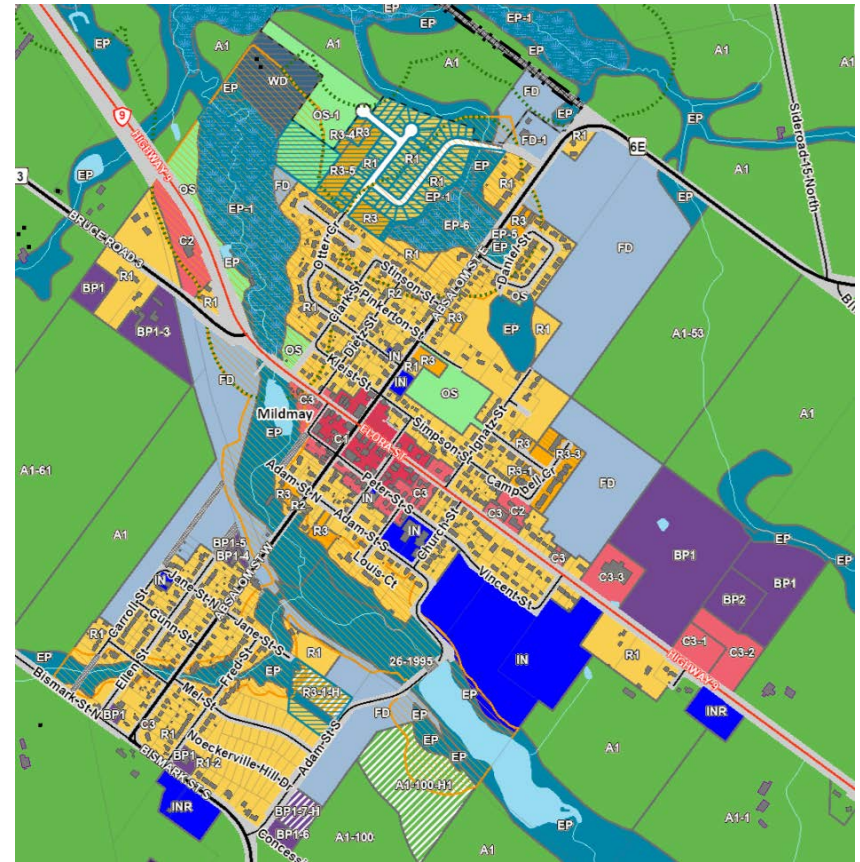


## Official Plan Amendments

- Most often relate to another application (ex. zoning amendment) that would not otherwise conform to the Official Plan
- Amendments to local plans are heard and adopted by local Council, and forwarded to the County for approval
- Like land division, Staff can approve uncontested local plan amendments
- Amendments to County Plan are considered, adopted, and approved by County Planning and Development Committee (council)
- Sometimes amendments are initiated by Council.
- County Plan Amendments that update plans to match provincial direction must be approved by the Province.

# Zoning By-laws

- Prohibit all uses, except those specifically permitted; “people” zoning is invalid
- Provide details with respect to the standards associated with permitted uses (e.g., parking; set backs; building coverage; etc.)
- Exceptions can be made to zoning by-laws by way of minor variances
- Administered by local municipal “Zoning Administrator” (typically the Chief Building Official)
- Planners assist local municipal staff with interpretation and by-law updates



<https://maps.brucecounty.on.ca/>

[illegible]

PHASE 1 WILL NOW BE DEVELOPED AND RECONSTRUCTED TO REFLECT THE ORIGINAL FACADE WITH THE ENTIRE POSITION HIGH, KNITTED AS YELLOW BEND BUILT AS NEW AT THE SAME TIME

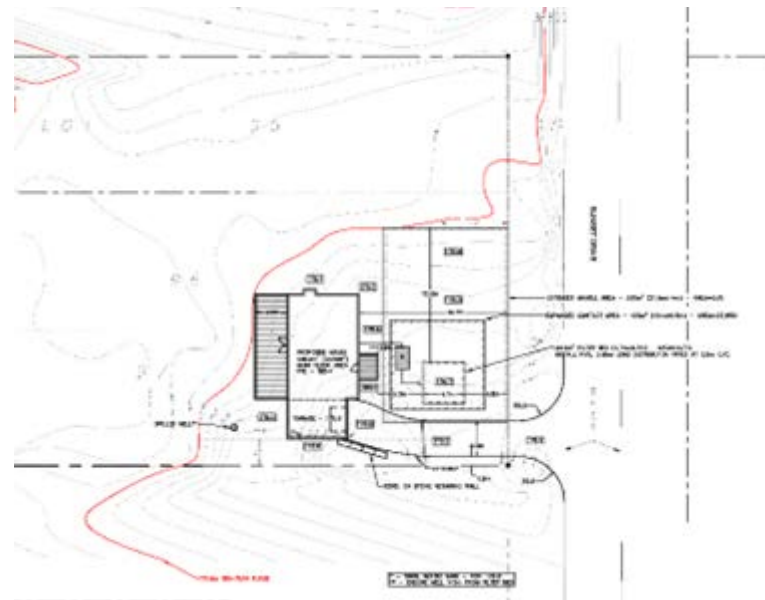
# Committee of Adjustment

- Each local Council appoints a C of A.
- Can be council members, public members, or a mix of both
- Can vary or provide relief from range of by-laws (zoning, signage etc) that are referenced in an official plan
- Decisions can have timeframes and conditions, and agreements which can be registered on title
- Planning staff process applications related to land use:
  - Variances
  - Changes to legal non-conforming uses



# Minor Variances

- Variances have 4 tests:
  - ✓ Maintains intent of Official Plan
  - ✓ Maintains intent of By-law
  - ✓ Appropriate and desirable for the use of the land;  
and
  - ✓ Minor in nature



# Land Division

- Subdivisions
- Condominiums
- Condominium Exemptions
- Consents (“severances”)
- Easements
- Long Term Leases

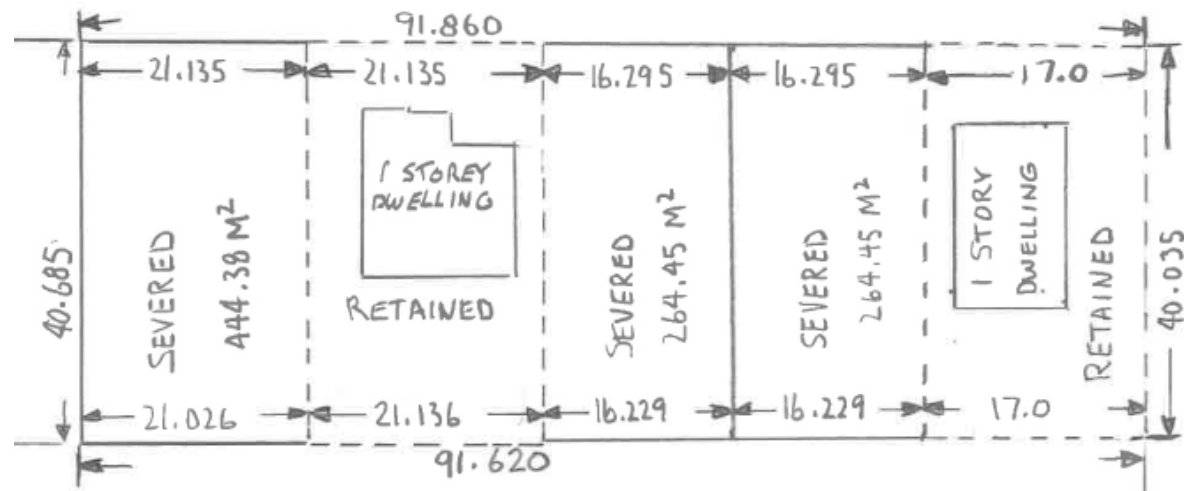
(and more)

→ All relate to creating interests or rights related to land.



# Land Division

- Must meet Official Plan policies (ex. density, servicing)
- Must meet zoning provisions (ex. lot size, frontage)
- “Draft” approval (subdivision / condo) or “Conditional” approval (consent)
- Conditions must be met before final sign-off
- County is approval authority, Municipalities agree to conditions and address subdivision agreements.
- Staff approve uncontested applications and do final approvals, County Council decides the ‘contested’ applications



## Site Plan Control

- Tool under Section 41 of the Planning Act
- Administered by local municipalities
- Deals with the details of development
  - Site Layout and access
  - Physical design
  - Offsite improvements required to support a project
  - Agreements can include securities and can be registered on title
- Used for multifamily development, commercial development, or development in areas with environmental constraints.

# Working with Planning Staff

- Planning Staff are professionals - RPP - have membership in the Ontario Professional Planner Institute – subject to profession's code of conduct and guidelines
- Planners analyze and assess applications against all matters they are required to consider...and they formulate and present their planning opinions
- Council is free to accept or reject the planners' opinions and advice
- Planners can be summoned to the OLT to testify about their opinions and conclusions [even those not accepted by Council]

# 2022 A-E Planning Metrics

- 24 Inquiries and Pre-Consultation
- 22 Consents (Severances, Easements, Lot Additions)
- 1 Plan of Subdivision
- 3 Official Plan Amendments
- 10 Zoning Bylaw Amendments
- 10 Minor Variances

## 2022 Notable Files

- Paisley Inn ZBA (35 apartment and townhouse building with ground floor commercial)
- Riverview Estates Subdivision Tara (Major Revision to existing subdivision to permit 8 additional units, mix of housing types)
- Abraflex (Consent to facilitate fire suppression system)
- Dreamaker Campground
- Numerous infill consents applications in Chesley and Paisley



# Questions

Tara, ON

January 03, 2023

Subject: Rental Tara Facility Grade 8 graduation

Dear members of the Arran Elderslie council,

It is my honour to write you in name of the Arran Tara Elementary School Grade 8 students.

We currently have 38 students graduating our local elementary school in June of 2023. The size of our graduating class does not allow us to have an appropriate celebration at our school. In the past, our school has limited the amount of people attending to parents plus one sibling or even less. With a graduating group this size, it is impossible to even allow any siblings to attend, merely because we don't have the space. As a solution, we would like to rent the curling club space and the dancehall in the Tara arena on Tuesday June 27<sup>th</sup>, 2023. Of course, this comes at a cost. The school board has no funds to help the graduates and the parents will be responsible for all costs inclined: decorating, snacks, facility rental, ... I am writing you to ask you allow us to use the facility for our graduation at no charge. We would ultimately be responsible for set up and clean up. It would mean a lot to all the families involved and especially those that are already struggling to make ends meet.

We, the Grade 8 parents and students, have been fundraising effortlessly since August of 2022 (men's ball tournament, Tara Festival of Crafts, pointsettia sales, ... etc). As per tradition, our 4-day graduating trip will take us to our capital Ottawa. The cost of this trip will be \$760 per student. This includes all amenities, breakfasts and all planned visits; it does not include lunches and dinners. Our fundraising efforts will allow us to contribute to some extent for every student participating in the Ottawa trip. The remainder of the costs will have to be paid for by the individual families and for some of them, this will be difficult. Our goal is to fundraise 100% of the funds for the trip.

It would be lovely to be able to use the community centre spaces at no cost to us.

Looking forward to your reply.

Thank you and have a wonderful day,

Kim Franco

[kfranco@partneragservices.com](mailto:kfranco@partneragservices.com)

226-668-4717

**From:** [Crime Stoppers of Grey Bruce](#)  
**To:** [Crime Stoppers of Grey Bruce](#)  
**Subject:** Crime Stoppers Month Request for Letters of Support from Mayors and Police Leaders  
**Date:** December 15, 2022 3:58:29 PM

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Good afternoon Municipal and Police Partners,

January is Crime Stoppers appreciation month across Canada and we are writing to request a brief letter of support toward the efforts of Crime Stoppers of Grey Bruce. These letters of support will be published in our Quarterly publication called *TIPSTER Magazine* and will serve as a prime opportunity for you to introduce yourself to our volunteers and community of supporters across the two counties.

To assist you we have supplied here an overview story we ran in last year's January edition. Feel free to review this material and we would welcome a brief letter of support of around 75 to 150 words. You may email them direct to our Tipster Editor - Morley at [morley.s.lymburner@gmail.com](mailto:morley.s.lymburner@gmail.com). We would kindly request receipt of letters of support by December 23, 2022.

**January is Crime Stoppers Month**  
***Keeping Ahead Of Crime... One Call At A Time***

Crime Stoppers is a community based program that uses the resources of the media, police and members of the public to solve crimes. It is clearly an organization that exists to improve and maintain the quality of life we have come to expect in our communities.

The benefits received by the 17 municipalities of Bruce and Grey counties from this program have been enormous and far-reaching. From 2017 to 2021 information received from the public resulted in 138 arrests, 518 charges being laid, and the recovery of over \$630,000 worth of property and cash. In addition anonymous tips have cleared the streets of over \$1,500,000 worth of illicit drugs.

It has long been understood that the basics of a properly running society fulfills the physical needs of food, water, shelter and safety. All else we do in society is built upon these four foundational needs being assured and maintained. Many in society suffer from a lack of one or more of these needs but the safety of the community is the foundation on which all else is sustained. Of course the existence of laws, and those who enforce them, are a large part of a community feeling safe.

**Filling An Information Gap**

The fundamental need of law enforcement personnel is a constant flow of information from those same people they are sworn to protect. Human nature involves a wide-array of motivations and one such motivator is rewarding those who help. The Crime Stoppers organization is specifically designed to keep law enforcement supplied with information that helps give them direction on crimes that need to be resolved. The Crime Stoppers program also fills the needs of those individuals who want to help but who wish not to become involved in the prosecutorial process. A certain win/win situation for all concerned.

As an encouragement for the public to call the Crime Stoppers program does not subscribe to Call Display, does not have \*69 capability, and does not voice record tip conversations. The program encourages people to call a toll-free phone number or submit a secure web tip through a P3 App, available for smart phones, with information about any crimes that have occurred or are about to be committed.

Information provided by the public is forwarded, anonymously, to law enforcement personnel who use it to further an investigation which may lead to an arrest, recovery of stolen property or result in charges being laid.

Crime Stoppers of Grey Bruce is not a police program nor is it a government supported organization. The office phones and computer systems are located at a non-police facility and police do not have direct access to it. Crime Stoppers is run by concerned citizens who make up the core group of volunteers and their Board of Directors. It is the Board's duty to administer the program, raise funds, and manage the payment of rewards to Tipsters.

### **Keeping Ahead Of The Curve**

Crime Stoppers of Grey Bruce supplies a unique window on the community and has provided a real time platform of changing crime patterns as they evolve. This is evident with initiatives instituted with the advent of COVID-19. Crime Stoppers reached out to local police and other agencies and supplied an anonymous tip line that could relieve local 9-1-1 dispatchers while still passing along information about violations. New trends in drugs such as Fentanyl, and its trafficking processes, can be quickly discovered through anonymous tips. The scourge of human trafficking is like a malignant growth in a community and one that can be quickly addressed through Crime Stoppers Tipsters while illegal tobacco sales and distribution to minors is a community concern on many levels.

A report released on November 3, 2021, by the Canadian Race Relations Foundation concluded that, "this country may now be at an important juncture, and the next two years might well prove to be a critical period of reckoning for race relations in Canada."

In response Crime Stoppers of Grey Bruce is establishing a unique promotion and advertising campaign called "Hate is Not Anonymous - but your call is." Directed toward the elimination of hate and racism in communities, citizens can now anonymously report information about racism or hate-based groups or individuals.

"When someone spreads hate, they may do it from the shadows but do not wish to be anonymous regarding the targets of their hatred," says Peter Reid, Chair of the Board of Directors for Crime Stoppers of Grey Bruce. "Their intent is to dehumanize an individual or group and to sway the opinions of others. The more they pass along this hate the less anonymous they become. Sometimes all it takes is one anonymous tip to shine a light and put an end to it."

### **When You Call**

If you have information of a crime you are encouraged to call the toll-free number, 1-800-222-TIPS

(8477), submit a secure web tip at CSTIP.ca or utilize our P3 Tips Mobile app. Tipsters are assigned a confidential code number to be used in all future dealings with Crime Stoppers. You will not be asked, nor expected, to identify yourself. You will not have to appear in court because - Crime Stoppers call takers and the police will never know who you are!

Tipster's may be eligible for a cash reward from Crime Stoppers if information they supply leads to charges being laid or the recovery of property. Rewards vary from \$50 to \$2,000 depending on the accuracy/usefulness of the information and the seriousness of the crime reported. Reward pay-outs are made anonymously and in cash only. Even the manner in which the money is transferred remains completely confidential.

### **Your Support Means Everything**

Above all else the Crime Stoppers of Grey Bruce organization is ever grateful to its volunteer base, sponsors, and donators. Without such support nothing else could happen. Volunteers are constantly being sought for fund-raising events and board management.

Annual fund raising events currently include a Celebrity Golf Tournament and banquet and three classic car tours of Grey and Bruce Counties. Other opportunities and suggestions for fundraising are welcome.

Crimes Stoppers is a registered charity so that individuals and corporate donators can receive a tax deductible receipt. Municipalities, police commissions, and police agencies are also encouraged to contribute as sponsors of this worthwhile community-based initiative. Crime Stoppers also receives considerable support from local radio, television, newspapers and on-line publications by passing along news of crimes and other events which further the goals and objectives of the organization.

Crime Stoppers volunteers are proud of the organization and have contributed much to the safety of the communities in Grey and Bruce Counties. Anyone wishing to contribute in any way are encouraged to contact them.

Thank you for consideration of this request.

Sincerely,

Drew Kalte  
Coordinator  
Crime Stoppers of Grey Bruce Inc.  
519-371-6078  
Fax 519-371-1275  
[crimestopgb@bmts.com](mailto:crimestopgb@bmts.com)



# SAUGEEN VALLEY CONSERVATION AUTHORITY

## Minutes

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**Meeting:** Authority Meeting  
**Date:** Thursday, October 20, 2022, 1:00 p.m.  
**Location:** Saugeen Valley Children's Safety Village  
**Chair:** Maureen Couture  
**Members present:** Mark Davis, Barbara Dobreen, Dan Gieruszak, Cheryl Grace, Tom Hutchinson, Steve McCabe, Don Murray, Dave Myette, Mike Niesen, Diana Rae, Christine Robinson, Bill Stewart  
**Regrets:** Paul Allen, Sue Paterson  
**Others present:** Kim Clark, RTO7  
**Staff present:** Jennifer Stephens, Erik Downing, Donna Lacey, Elise MacLeod, Laura Molson, Ashley Boyd, Trent Francis, Jim Leask, Shannon Hagen, Vivian Nolan, Karleigh Porter, Ashley Richards, Janice Hagan

Chair Maureen Couture called the meeting to order at 1:00 p.m.

### 1. Land Acknowledgement

The following Land Acknowledgement was read by Director Barbara Dobreen:

*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 #G22-80

Moved by Cheryl Grace

Seconded by Diana Rae

THAT the agenda be adopted as circulated.

**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 – September 15, 2022****Motion #G22-81**

Moved by Tom Hutchinson

Seconded by Steve McCabe

THAT the minutes of the Authority meeting held on September 15, 2022, be approved as circulated.

**Carried**

**5. Staff Introduction**

The following staff were introduced to the Board:

- Vivian Nolan, Resources Information Technician
- Trent Francis, Regulations Officer
- James Pearson, Flood Forecasting and Warning Coordinator (in absentia)

**6. Staff Recognition**

Chair Couture presented an award to several SVCA staff for their bravery and courage in responding to a critical medical emergency at the Saugeen Bluffs Campground and were instrumental in effecting a positive outcome. The Board applauded the staff members and gave them a standing ovation.

The following staff were recognized:

- Shannon Hagen, Jim Leask
- Elijah Wilson, Nathan Beech (In absentia)

**7. Presentation – Geofence Project**

Kim Clarke gave a presentation to the Board regarding a study that had been done, using geofence data. She explained how consumer data is collected and analyzed, and how it can benefit tourism. The results of data collection at five (5) SVCA locations was presented to the Board along with observations and recommendations for revenue generating opportunities.

**8. Matters Arising from the Minutes**

- a. 2023 Proposed Budget Approval

**Motion #G22-82**

Moved by Steve McCabe

Seconded by Bill Stewart

THAT the Saugeen Valley Conservation Authority adopt the 2023 Budget as approved in principle at the September 2022 meeting; and further

**Authority Meeting – October 20, 2022**

THAT the Authority share of the costs will be raised through general revenues, reserves, donations, general surplus, and special and general levies in accordance with the *Conservation Authorities Act*, and further

THAT the General Manager/Secretary-Treasurer is hereby authorized to forward levy notices to the member municipalities.

A recorded vote was taken for the 2023 budget with the following results:

<b>Municipality</b>	<b>Director</b>	<b>Vote</b>
Arran-Elderslie	Mark Davis	Nay
Brockton	Dan Gieruszak	Yea
Chatsworth	Diana Rae	Yea
Grey-Highlands	Paul Allen	Absent
Hanover	Sue Paterson	Absent
Howick	Mike Niesen	Yea
Huron-Kinloss	Don Murray	Nay
Kincardine	Maureen Couture	Yea
Kincardine	Bill Stewart	Yea
Minto	Steve McCabe	Yea
Morris-Turnberry	Mike Niesen	Yea
Saugeen Shores	Cheryl Grace	Yea
Saugeen Shores	Dave Myette	Nay
South Bruce	Mike Niesen	Yea
Southgate	Barbara Dobreen	Yea
Wellington North	Steve McCabe	Yea
West Grey	Tom Hutchinson	Yea
West Grey	Christine Robinson	Yea

The result of the vote was 79% of the weighted average of those present in favour. Therefore, **Motion #G22-82 was Carried.**

**Motion #G22-83**

Moved by Barbara Dobreen

Seconded by Tom Hutchinson

THAT the amount of \$2,071,216 be raised by General Levy in 2023; and further

THAT General Levy payments shall be due in two equal instalments on March 31 and June 30; and further

THAT late payments shall be subject to the Authority's normal late payment charge of 1.50% per month thereafter; and further

THAT in accordance with Section 27(4) of the *Conservation Authorities Act*, R.S.O. 1990, the minimum sum that shall be levied against a participating municipality for administration costs shall be \$1,100.

**Carried**

### **9. General Manager's Report and 2022 Workplan Update**

Jennifer Stephens provided a review of the General Manager's report including the submission of the 2<sup>nd</sup> progress report to the province. She noted that the administration of the *Conservation Authorities Act* has been fully returned to the Ministry of Natural Resources and Forestry (MNRF) after having split responsibility with the Ministry of the Environment, Conservation and Parks (MECP). There was discussion about proposed amendments to the *Conservation Authorities Act*. Jennifer indicated that the SVCA Personnel Policy is being modernized and will be presented to the Board for approval in December. A consultant has been engaged to provide technical support to the Environmental Planning and Regulations, and other firms have expressed an interest in working with staff; therefore, a list of engineering firms will be created to allow staff to have access to various resources. Staff are acquiring a Content Management System (CMS) and will be applying for a Trillium grant to provide funding for a consultant to have it operational in 2023. She noted that the Grey County and lower tier Municipal Service Agreement negotiations may be pushed back beyond December due to the municipality agreement discussions relating to CA Act Category 2 and 3 (non-mandatory programs) programs and services as it may be more efficient to have concurrent dialogues.

### **10. Consent Agenda**

#### **Motion #G22-84**

Moved by Bill Stewart

Seconded by Dan Gieruszak

THAT the reports, and information contained in the Consent Agenda, [Item 9-a-e], along with their respective recommended motions be accepted as presented.

**Carried**

### **11. New Business**

#### **a. Strategic Plan Update**

Jennifer provided an analysis of responses received from various internal and external consultation

**Authority Meeting – October 20, 2022**

surveys concerning the mission and mandate of SVCA. The Directors discussed the new mission, mandate, and vision as proposed by staff but decided to allow the new Board in 2023 to endorse it.

**Motion #G22-85**

Moved by Christine Robinson

Seconded by Barbara Dobreen

THAT the Strategic Plan update be received as information.

**Carried**

**12. Closed Session****Motion #G22-86**

Moved by Don Murray

Seconded by Dave Myette

THAT the Authority move to Closed Session In-Camera, to discuss a proposed or pending acquisition of land by the Authority; and further

THAT Jennifer Stephens, Donna Lacey, and Janice Hagan remain in the meeting.

**Carried**

**Motion #G22-89**

Moved by Tom Hutchinson

Seconded by Mark Davis

THAT the Authority adjourn from Closed Session, In-Camera, and rise and report.

**Carried**

Chair Couture reported that the Authority had discussed the acquisition of 2 properties during the Closed Session and the following motion was passed:

**Motion #G22-90**

Moved by Christine Robinson

Seconded by Steve McCabe

THAT staff be authorized to proceed with the acquisition of two properties, each with 2 parcels and their associated assets, with gratitude.

**Carried**

**13. For the good of the Committee**

Chair Maureen addressed the Board and gave the following remarks:

“Thank you for joining us today, for our last meeting as a group.

## Authority Meeting – October 20, 2022

On behalf of Saugeen Valley Conservation Authority, I would like to express appreciation for your contribution as directors on this board. Your commitment to share your time over this term enabled the Authority to function, with transparency and accountability. Some of you have been members of the board for almost a decade! The board has played an integral role guiding SVCA through many different adaptations; through changes made to the *Conservation Authorities Act*, continued funding constraints, and the recent pandemic.

It has been an honour to serve as Chair of this Board. I am grateful for the time we spent together, ensuring that water resources in the Saugeen Valley watershed are properly safeguarded and managed.”

In particular, I would like to commend the staff for their excellent response and handling of the pandemic. Working conditions were less than ideal, and all staff pitched in to keep the Authority running during this time. Thank you very much!

### Adjournment

There being no further business, the meeting adjourned at 3:50 p.m. on motion of Tom Hutchinson and Dave Myette.

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Maureen Couture  
Chair

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Janice Hagan  
Recording Secretary



**“Stand Up, Stand Together” January is Crime Stoppers Awareness Month.**

Crime Stoppers of Grey Bruce joins hands with our partners globally to celebrate the community collaboration between the Public, Media, and the Police. The Crime Stoppers program provides concerned citizens with an anonymous channel to report criminal activity. Remember: community safety is a shared responsibility.

Crime Stopper’s success is reflected in the numbers. In Grey and Bruce Counties police were supplied with approximately 600 tips from Crime Stoppers in the last year. These tips resulted in the recovery of over \$150,000 of stolen property; the seizure of over \$500,000 worth of drugs and proceeds; the arrests of more than 30 people and a total of 145 charges laid. Since our inception in 1987 Crime Stoppers of Grey Bruce’s tips have led to the seizure or recovery of almost 55 MILLION DOLLARS in drugs, cash, and property!

**What is Crime Stoppers?**

Crime Stoppers is a community-based program that allows residents to provide anonymous information about criminal activity. Crime Stoppers is overseen by a volunteer Board that is passionate about making a difference in their community. As a registered charity Crime Stoppers relies on the generosity of community donors to fund our program.

Tips are received anonymously from “Tipsters” contacting Crime Stoppers. All tips are shared with police and other investigative agencies to be followed up on. Crime Stoppers works diligently to shield the identity of the Tipsters. If tip information is accurate and leads to an arrest or the recovery of drugs or stolen property, the Tipster may be eligible for a cash reward up to \$2,000.

Crime Stoppers is best used for community members who do not wish to be identified, or to appear in court. “Tipsters” may have information about crime, and Crime Stoppers offers them an alternate resource to contacting police.

Crime Stoppers is not for emergency response. We encourage the community to call 911 to report crimes, suspicious persons, or activities in progress.

You can report tips to Crime Stoppers by: Calling 1-800-222-8477 (TIPS); Downloading the free P3 Tips mobile app; or making an online “Web-Tip” at [www.cstip.ca](http://www.cstip.ca).

**Make a Difference in your Community:**

“Stand Up, Stand Together” is our theme for Crime Stoppers Month this year. Often people are hesitant to come forward because of many reasons. By providing anonymity and removing the burden of testifying in court, Crime Stoppers makes it easier and safer to help the police make a difference in your community. By standing up and standing together, taking the time to report information we can be part of the solution.

Crime Stoppers is looking for self-motivated, committed members to represent the communities of Grey and Bruce Counties on the Board of Directors or as volunteers for fundraising events and community awareness initiatives.



# The Corporation of the Municipality of Arran-Elderslie

## Staff Report

Council Meeting Date: January 9, 2023

Subject: SRDPCLK.2023.01 Tile Drainage Loan Application – Concession 4, PT LOT 9, Elderslie

Report from: Julie Hamilton, Deputy Clerk

Appendices: None.

### **Recommendation**

Be It Resolved that Council hereby,

1. Receive Tile Drainage Loan Application – MAXWELL BEEF FARMS LTD with the estimated cost of the drainage system in the amount of \$88,000.00 for Part Lot 9, Concession 4, geographic Township of Elderslie, Roll Number 4103-380-002-12400, subject to the availability of funds allocated by the Province of Ontario for tile drainage purposes;
2. That amount of the tile drain loan will be \$50,000.00; and
3. That a by-law be prepared to impose special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act.

### **Report Summary**

The purpose of this report is to request Council approval for a tile loan application authorized under the *Tile Drainage Act*.

### **Background**

In Ontario, the Tile Loan Program, authorized by the *Tile Drainage Act*, provides loans to agricultural property owners to help them finance tile drainage projects.

Landowners who are planning to install a tile drainage system on their agricultural land are eligible for a tile loan under the Tile Loan Program.

Under this program, the application must be submitted to Council. Once Council approves the application, the owner arranges to have the work completed by a licensed tile drainage contractor.

The municipality will inspect the work and will then prepare a debenture for the sale to the province in the amount of the loan or loans. The province then issues a cheque to the municipality who in turn passes it on to the farmer applicant. The municipality collects the loan repayments from the farmer through their property taxes and passes these payments back to the province.

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### **Analysis**

An application has been received for a loan under the Tile Loan Program from the landowner (Maxwell Beef Farms) of lands municipally located at 816 Concession 2, Elderslie and described as Part Lot 9, Concession 4, geographic Township of Elderslie (Roll Number 4103-380-002-12400) with the estimated cost of the drainage system in the amount of \$88,000.00. The maximum amount available based on availability of funds allocated by the Province of Ontario for tile drainage purposes is \$50,000.00. The landowner has completed the necessary work in 2022.

The Municipal Drainage Inspector, Public Work Manager Scott McLeod, has visited the site of the drainage works and performed his inspection. He has deemed the installation work to be satisfactory to the Municipality.

The Ministry of Agriculture, Food and Rural Affairs has provided details of the Tile Loan Program for the 2022/2023 fiscal year. Tile loans are available at a 6% interest rate for a ten-year term. The maximum amount of loan available is 75% of the installation costs, to a maximum of \$50,000 per registered property owner in one year.

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### **Link to Strategic/Master Plan**

6.2 Supporting Businesses and the Local Economy

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### **Financial Impacts/Source of Funding/Link to Procurement Policy**

The *Tile Drainage Act* allows municipalities to sell debentures to the Province for funding private tile drainage projects. The term of the loan is ten (10) years and the repayment is due annually to the province. The tile loan repayments are added to the landowner's property tax bill over a ten-year period.

Borrowing By-law No. 03-2021, which authorizes the Municipality to borrow money for the construction of drainage works, was passed in 2021 and no loans have been applied for since, resulting in a current borrowing balance of \$550,300.00.

An \$85.00 administration-inspection fee will be charged for the applications in accordance with the fees and service charges by-law.

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Approved by: Sylvia Kirkwood, Chief Administrative Officer



# The Corporation of the Municipality of Arran-Elderslie

## Staff Report

Council Meeting Date: January 9, 2023

Subject: SRDPCLK.2023.01 Tile Drainage Loan Application – Concession 4, PT LOT 9, Elderslie

Report from: Julie Hamilton, Deputy Clerk

Appendices: None.

### **Recommendation**

Be It Resolved that Council hereby,

1. Receive Tile Drainage Loan Application – George D. Maxwell, with the estimated cost of the drainage system in the amount of \$137,600.00 for Part Lot 7 and Lot 8, Concession 4, geographic Township of Elderslie, Roll Number 4103-380-003-00700, subject to the availability of funds allocated by the Province of Ontario for tile drainage purposes;
2. That amount of the tile drain loan will be \$50,000.00; and
3. That a by-law be prepared to impose special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act.

### **Report Summary**

The purpose of this report is to request Council approval for a tile loan application authorized under the *Tile Drainage Act*.

### **Background**

In Ontario, the Tile Loan Program, authorized by the *Tile Drainage Act*, provides loans to agricultural property owners to help them finance tile drainage projects.

Landowners who are planning to install a tile drainage system on their agricultural land are eligible for a tile loan under the Tile Loan Program.

Under this program, the application must be submitted to Council. Once Council approves the application, the owner arranges to have the work to be completed by a licensed tile drainage contractor.

The municipality will inspect the work and will then prepare a debenture for the sale to the province in the amount of the loan or loans. The province then issues a cheque to the municipality who in turn passes it on to the farmer applicant. The municipality collects the loan repayments from the farmer through their property taxes and passes these payments back to the province.

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### **Analysis**

An application has been received for a loan under the Tile Loan Program from the landowner (George D. Maxwell) of lands municipally located at 917 Bruce Road 11 and described as Part Lot 7 and Lot 8, Concession 4, geographic Township of Elderslie (Roll Number 4103-380-003-00700) with the estimated cost of the drainage system in the amount of \$137,600.00. The maximum amount available based on the funds allocated by the Province of Ontario for tile drainage purposes is \$50,000.00

The landowner has completed the necessary work in 2022.

The Municipal Drainage Inspector, Public Work Manager Scott McLeod, has visited the site of the drainage works and performed his inspection. He has deemed the installation work to be satisfactory to the Municipality

The Ministry of Agriculture, Food and Rural Affairs has provided details of the Tile Loan Program for the 2022/2023 fiscal year. Tile loans are available at a 6% interest rate for a ten-year term. The maximum amount of loan available is 75% of the installation costs, to a maximum of \$50,000 per registered property owner in one year.

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### **Link to Strategic/Master Plan**

6.2 Supporting Businesses and the Local Economy

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### **Financial Impacts/Source of Funding/Link to Procurement Policy**

The *Tile Drainage Act* allows municipalities to sell debentures to the Province for funding private tile drainage projects. The term of the loan is ten (10) years and the repayment is due annually to the province. The tile loan repayments are added to the landowner's property tax bill over a ten-year period.

Borrowing By-law No. 03-2021, which authorizes the Municipality to borrow money for the construction of drainage works, was passed in 2021 and no loans have been applied for since, resulting in a current borrowing balance of \$550,300.00.

An \$85.00 administration-inspection fee will be charged for the applications in accordance with the fees and service charges by-law.

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Approved by: Sylvia Kirkwood, Chief Administrative Officer



# The Corporation of the Municipality of Arran-Elderslie

## Staff Report

Council Meeting Date: January 9, 2023

Subject: SRFIN.23.01 – DRAFT 2023 Operating and Capital Budget

Report from: Tracey Neifer, Treasurer

Appendices: Supporting Schedules:

- ✓ **Schedule A** – Municipal Services by Department
- ✓ **Schedule A.1** – Municipal Services Consolidated Summary
- ✓ **Schedule A.2** – Protective Services – Fire Protection
- ✓ **Schedule B** – Building and By-law Enforcement Services
- ✓ **Schedule B.1** – Building Inspection
- ✓ **Schedule B.2** – By-law Enforcement Services – Animal Control
- ✓ **Schedule C** – Water and Sewer Services
- ✓ **Schedule C.1** – Sewer and Water Shared/Common Costs
- ✓ **Schedule C.2** – Water Services
- ✓ **Schedule C.3** – Sewer Services
- ✓ **Schedule C.4** – Storm Services
- ✓ **Schedule D** – Grant and Donation Requests
- ✓ **Schedule E** – Capital Budget

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### **Recommendation**

Be It Resolved that Council hereby,

1. Support staff to continue to refine the Budget to address efficiencies and cost savings; and
  2. Direct staff to bring the 2<sup>nd</sup> Draft Capital & Operating Budget including the Reserve Continuity and Draft Revised Fees and Charges Bylaw forward to Council on January 30, 2023 for review and consideration.
- 

### **Report Summary**

The purpose of this report is to provide Council with the first draft of the 2023 Operating and Capital Budget.

This first draft Budget is currently under review by staff as they continue to seek to refine and determine cost efficiencies and reductions. The intention is to have a balanced budget and limited a limited tax increase.

A second draft of the Budget shall be presented to Council on January 30<sup>th</sup> for further review and/or approval and shall address any additional programs or comments from the public and Council. Should any further updates be required the Operating and Capital Budget can be presented to subsequent Council meetings in February. Staff will be seeking final approval of the Budget by the end of February.

In 2022, the Municipality implemented the operating, reporting and salary modules of Financial Management Software System (FMW) Budget, and in the latter part of 2022 staff continued to streamline budget processes with the implementation of the capital plan module. One of the key successes of the FMW project was the ability to provide up-to-date data and financial reporting for each of the Departments. Monitoring of departmental financial results & account details, and variance analysis, as the FMW platform is updated daily with the data captured in the accounting software, Keystone.

Senior Leadership have been meeting over the last couple of months to review and address inflationary or program changes, and discuss new initiatives being proposed. The initial departmental financial reports have been reviewed with managers providing comment on significant variances and to make budget reduction recommendations where it was historically noted that a change was recommended.

The draft Budget Report presented includes the Operating and Capital Budgets proposed for 2023, with comparative data to December 31<sup>st</sup>, 2022, noting that the December results are draft as the regular month end reviews for the fourth quarter have not yet been completed and invoices are outstanding. The budget has been prepared with a focus on the following areas:

- ✓ **Taxation Highlights** – a review of assessment and tax rates.
- ✓ **Operating Budget – Overview by Key Service Area** – a summary of the budget.
- ✓ **Building & By-law Enforcement Services** – Building is funded through building permit fees.
  - Previously this area included Building and Property Standards
  - It has been updated to include Animal Control, and the By-law and Property Standards have been combined to one department.
- ✓ **Municipal Services** – funded by taxation and user fees.
- ✓ **Water and Sewer Services** – fully funded by property owners through user fees.
  - Water Financial Plan 2021-2026 - was adopted by Council on November 9, 2020, in accordance with the requirements of the Safe Drinking Water Act. As part of the 2023 budget process, staff completed a review of the 2023 plan submitted and recommended revisions have been included in this report.
  - Sewer Financial Plan 2021-2026 - was adopted by Council on April 26, 2021. The report included the operating and capital budgets, noting that a completed narrative document was outstanding. The need for the narrative document is being reviewed, as it is not a legislated requirement.

- ✓ **Capital Budget** – a focus on 2023 and 2024. Staff continue to work on a 10-year long-term capital plan and financing strategy, in conjunction with a review of the Asset Management Plan.
- ✓ **Reserves** - A detailed analysis of Reserves will be completed as part of the Capital update to be brought forward on January 30<sup>th</sup>. This will include a review of operating and capital reserve transfers proposed for 2023 and subsequent capital projects.

The draft budget has been prepared based on the following considerations and assumptions:

- ✓ A review of 2022 Budget and results, plus a review of historical trending for the past 2 years
- ✓ Fire services call volumes which is a cost driver for the Fire Department budget
- ✓ 2.0% wage rate increase, following Arran-Elderslie's collective agreement for union employees. This has also been applied to non-Union staff, fire and Council Members.
- ✓ Student rates were reviewed, and no changes were recommended.
- ✓ Salary review was completed as part of the HR Project in 2022. A detailed report on the recommendations will be brought forward to Council for further consideration.
- ✓ Three (3) new contract employee positions are proposed as a requirement to assist with current workloads:
  - One year contract for an Administrative Coordinator – To support the Leadership Team and provide administrative support;
  - Two year contract for an Asset Management/GIS Coordinator – To lead the Municipality through the next phase of Asset Management, policy development, data integrity and upkeep, and asset inventory management;
  - One year contract for a Building Inspector - To assist the Chief Building Official and to provide development related support.
- ✓ 6% increase on materials and supplies from vendors/suppliers.
- ✓ 6% increase on hydro, based on preliminary discussions with LAS; outcome of their review of rates is to be confirmed.
- ✓ Quoted insurance renewal increase for 2023, as presented to Council in December.
- ✓ Budgetary increases as specified in agreements or through shared service arrangements, such as Bruce Area Solid Waste Recycling, Conservation Authorities, Saugeen Mobility and Regional Transit, and Fire Service Agreements. Where information was not available, an inflation factor was used to prepare the 2023 budget.
- ✓ Account realignments have been completed across the departments to show property tax billing separately, as well as changes between heating sources as many municipal buildings are transitioning to natural gas. Property tax bills have been increased by 6% to match the tax rate increase. Some property tax bills also include sewer and water charges.

The supporting tax rate by-law has not been provided at this time and will be brought forward at a subsequent meeting with the final revised 2023 Budget.

The budgetary comments noted in the body of this report is intended to provide Council with an overview of the 2023 departmental budget, identification of significant variances and new initiatives that have been put forward as priorities for 2023.

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## **Background**

Section 290 for the Municipal Act, 2001, S.O. 2001, c.25 defines the requirements for a local Municipality:

- ✓ For each year, a local Municipality shall, in the year or the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the Municipality, including:
- ✓ Amounts sufficient to pay all debts of the Municipality falling due within the year; and
- ✓ Amounts required to be raised for sinking funds or retirement funds; and
- ✓ Amounts required for any board, commission, or other body.

The Act further defines what shall be included in the budget, such as estimated revenues from taxation levy, reserve transfers, estimated expenses, and prior year surplus or deficits.

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## **Analysis**

The Leadership Team continues to strive to bring forward a balanced budget that has considered the added costs for new initiatives, and the ever-challenging inflationary and contract increases, while keeping proposed tax rate or tax levy increases to a minimum.

Inflation rates have seen an increase in 2022 as compared to 2021. The annual average for 2022 is 7.1% compared to the 3.5% annual average for 2021. It is inevitable at this stage due to the inflationary increases and service delivery expectations to avoid a tax increase but staff are looking to continue to reduce expenditures. With some additional cost saving measures staff are striving to achieve a 6% tax increase or less.

## Taxation Highlights

Several options were considered for application to the 2023 Operating Budget, as noted in the table below.

The balance of the report presents a 2023 Operating Budget inclusive of a 6.0% Tax Rate Increase. Further review and adjustment are needed, as the true increase required to balance the budget is a 14.22% tax rate increase. Staff are continuing to review their budgets to identify any further savings, and departmental line items that can be further refined. A few recommendations are noted within the report that will assist with reducing the tax requirements.

Tax Assessment Review					
Tax Facts					
Year	Residential Assessment	# of Households	Average Assessment	Tax Levy	Taxes
2021	\$ 528,745,301	3155	\$ 167,590	\$ 5,515,404	\$ 1,277.63
2022	\$ 539,868,398	3166	\$ 170,521	\$ 5,817,780	\$ 1,348.72
2023	\$ 550,004,984	3183	\$ 172,795	\$ 6,274,065	\$ 1,448.71
Options Considered					
Option	Description	Budget Increase	Tax Levy	Taxes on \$170,521	\$ Increase
1)	Hold 2022 Tax Rate	\$ 101,149	\$ 5,918,929	1,348.72	0.00
2)	Tax Rate Increase of 1.0%	\$ 160,339	\$ 5,978,119	1,362.21	13.49
3)	Tax Rate Increase of 3.0%	\$ 278,717	\$ 6,096,497	1,389.18	40.46
4)	Tax Rate Increase of 4.0%	\$ 337,907	\$ 6,155,687	1,402.67	53.95
5)	Tax Rate Increase of 6.0%	\$ 456,285	\$ 6,274,065	1,429.64	80.92
6)	Tax Levy Increase of 6.0%	\$ 349,067	\$ 6,166,847	1,405.21	56.49
7)	Tax Rate Increase of 8.0%	\$ 574,664	\$ 6,392,444	1,456.62	107.90
8)	To Balance Draft Budget, 14.22%	\$ 942,821	\$ 6,760,601	1,540.51	191.79
<p>For the analysis, the 2022 average residential assessment of \$170,521 has been used, as a property's value has not changed in 2023 unless property improvements have been made and a supplemental assessment by MPAC has been completed. The update of the 2016 property values continues to be deferred. A future implementation date for new property values has not been established at this time. The 2023 tax billings will be based on the 2022 assessment unless property improvements.</p>					

## Operating Budget – Overview by Key Service Area

The municipal budget for operations in 2023 reflects an increase of \$456,285 which requires a tax rate increase of 6.0%. However, to achieve a balanced budget that will meet the departmental needs reflected in the report, a tax rate increase of 14.22% is required, which will provide a total levy increase over 2022 of \$942,821. The Leadership Team is continuing to work to find savings and efficiencies. To maintain a 6% tax rate, increase further savings of \$486,536 are required.

It has been past practice to transfer funds to reserves annually to offset the year's capital budget. In 2021, the budget for reserves was \$1,014,772, for 2022 \$1,041,608, and for 2023 \$1,104,104 to include a 6.0% increase.

The following charts highlight the operating budget by Key Service Area:

	2021	December 2022	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>MUNICIPAL SERVICES</b>						
GENERAL GOVERNMENT	516,002	161,244	263,397	745,748	482,351	183.1%
PROTECTION SERVICES	1,804,722	1,629,676	1,838,677	1,909,785	71,108	3.9%
TRANSPORTATION SERVICES	2,285,259	2,579,053	2,464,339	2,666,117	201,778	8.2%
ENVIRONMENTAL SERVICES	(28,682)	(1,149)	27,767	3,921	(23,846)	(85.9%)
HEALTH SERVICES	19,293	34,130	45,238	67,558	22,320	49.3%
RECREATION AND CULTURE	961,469	626,725	1,122,091	1,204,813	82,722	7.4%
PLANNING AND DEVELOPMENT	238,376	210,807	268,857	352,664	83,807	31.2%
<b>Total MUNICIPAL SERVICES</b>	<b>5,796,439</b>	<b>5,240,486</b>	<b>6,030,366</b>	<b>6,950,606</b>	<b>920,240</b>	<b>15.3%</b>

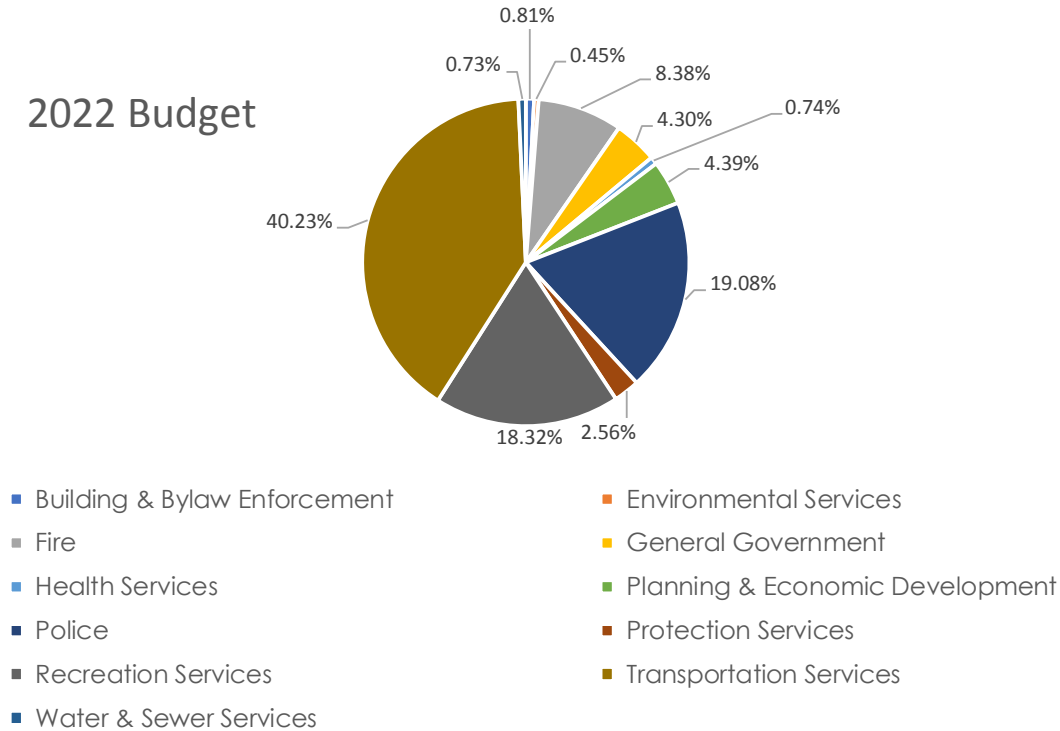
	2021	December 2022	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>BUILDING &amp; BYLAW ENFORCEMENT SERVICES</b>						
Building	0	(40,750)	0	0	0	#DIV/0!
ByLaw	6,912	50,324	49,803	60,261	10,458	21.0%
<b>Total BUILDING &amp; BYLAW ENFORCEMENT SERVICES</b>	<b>6,912</b>	<b>9,574</b>	<b>49,803</b>	<b>60,261</b>	<b>10,458</b>	<b>21.0%</b>

	2021	December 2022	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>WATER AND SEWER SERVICES</b>						
SHARED ADMINISTRATION	3	(4,032)	0	0	0	#DIV/0!
SEWER	(3)	(6,339)	1	0	(1)	(100.0%)
WATER	2	21,446	(2)	0	2	(100.0%)
STORM	43,505	41,928	44,932	55,355	10,423	23.2%
<b>Total WATER AND SEWER SERVICES</b>	<b>43,507</b>	<b>53,003</b>	<b>44,931</b>	<b>55,355</b>	<b>10,424</b>	<b>23.2%</b>

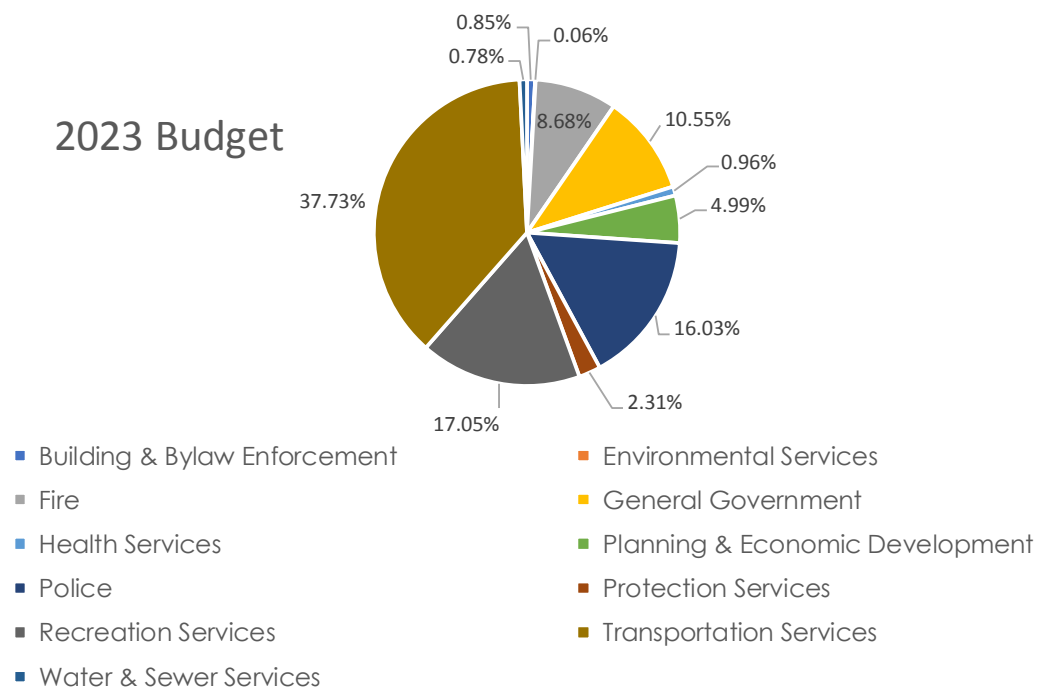
The allocation of the tax dollar remains consistent between 2022 and 2023 with the top areas being Policing, Recreation and Transportation Services, representing 78 cents in 2022 and 71 cents in 2023 for every dollar of taxation raised.

## Allocation of Tax Dollars

### 2022 Budget



### 2023 Budget



Additional data has been provided in the supporting schedules:

- ✓ **Schedule A** – Municipal Services by Department
- ✓ **Schedule A.1** – Municipal Services Consolidated Summary
- ✓ **Schedule A.2** – Protective Services – Fire Protection
- ✓ **Schedule B** – Building and By-law Enforcement Services
- ✓ **Schedule B.1** – Building Inspection
- ✓ **Schedule B.2** – By-law Enforcement Services – Animal Control
- ✓ **Schedule C** – Water and Sewer Services
- ✓ **Schedule C.1** – Sewer and Water Common/Shared Costs
- ✓ **Schedule C.2** – Water Services
- ✓ **Schedule C.3** – Sewer Services
- ✓ **Schedule C.4** – Storm Services
- ✓ **Schedule D** – Grant and Donation Requests
- ✓ **Schedule E** – Capital Budget

## Municipal Services

The tax requirement for Municipal Services has increased by 15.3% (\$920,240) as detailed in **Schedule A**. The following sections provides a detailed analysis of the budget changes in each of the key service areas:

- ✓ General Government,
- ✓ Protection Services,
- ✓ Transportation Services,
- ✓ Environmental Services,
- ✓ Health Services,
- ✓ Recreation and Culture,
- ✓ Planning and Development.

Each of these areas is further supported by **Schedule A.1**, a consolidated Financial Report showing the detailed accounts by Revenue and Expenses, and Reserve Transfers.

As noted in the overview presented earlier in the report, General Government and Transportation Services represents 74.34% or \$684,129 of the budget variance. Looking at the consolidated report for this area:

- ✓ Revenues have increased by \$355,832
- ✓ Expenses have increased by \$681,853:
  - Wages and Benefits \$467,018
  - Operating Expenses \$214,835
- ✓ Net Tax Requirement before considering Reserve Transfers, \$326,021
- ✓ Reserve Transfers:
  - Transfer to Reserves has increased by \$396,479
  - Transfer from Reserves has decreased by \$226,403
  - Transfer to Capital has decreased by \$28,663
- ✓ Net Tax Requirement after considering Reserve Transfers is \$920,240

The change in revenues is attributed to staff recommendations for changes in the fees and charges by-law to be presented to Council on January 30<sup>th</sup>, as well as changes in service levels in each of the respective areas. Highlights of these changes will be identified in each of the sections below.

It was noted during the 2022 budget presentation that staff were working to correct items previously included as a capital project, that were representative of an operating expense. Capital projects have historically included additions or new acquisitions that meet the accounting requirements of a tangible capital asset (TCA), as well as studies or plans that occur on a cycle, such as every 2-3 years. Moving forward with a solid foundation in the Municipality's asset management plan (AMP) and needing the ability to reconcile between the assets for accounting and the assets for the AMP, assets such as studies and plans, that do not meet the definition of a TCA, have been reflected in

the respective operating department as Strategic Initiatives. Examples include Building Condition Assessments for Recreational Facilities, Strategic Plans, Community Improvement Plan, Roads, Storm, and Sidewalk Studies.

### General Government

General government is responsible for the administrative functions of the Municipality representing a 183% (\$482,351) budget increase or 10.73% (2022 - 4.37%) of the municipal services budget.

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>MUNICIPAL SERVICES</b>						
<b>GENERAL GOVERNMENT</b>						
01-1010 General-Council	116,720	114,853	129,105	146,208	17,103	13.2%
01-1020 General-Program Support	399,280	48,020	134,292	522,476	388,184	289.1%
01-1030 General-Asset Management / GIS	2	-1,629		77,064	77,064	100%
<b>Total GENERAL GOVERNMENT</b>	<b>516,002</b>	<b>161,244</b>	<b>263,397</b>	<b>745,748</b>	<b>482,351</b>	<b>183.1%</b>

### Council

The 2022 budget had included additional costs for the election, which has been removed from the budget in 2023. The budget does however include a \$7,500 transfer to reserve, recommended for each of the next 4 years to replenish the Election Reserve. Although conference and training budgets have decreased over the past few years, they have been increased to provide Councillors with the opportunity to attend sessions in 2023 in accordance with the Council Remuneration Policy. A budget of \$7,000 each has been included for both conferences and training.

### Program Support

This budget includes corporate overhead and administrative costs for municipal operations, payroll, clerks, and treasury functions.

Total revenue of \$2,182,216 reflects an increase of \$268,342. This is largely attributed to the continued work to identify and dispose of surplus lands, estimated to generate \$299,600. The increased revenue for surplus lands is offset with a transfer to reserve for future direction by Council.

OMPF funding is reflected here, with a decrease in the 2023 announcement of \$32,300 to \$1,627,000. Other revenue sources include tax certificates, licenses and permits, investment and interest income. Staff are continuing to work with the Municipality's investment advisor, CIBC, to ensure sound investments with the Principal Protected Notes and the long-term ladder strategy that has been applied. An investment update will be presented at a future Council meeting. The bank interest rates have improved significantly from a low of 0.75% in January to 4.25% in December, which affects the Municipality's funds held in bank accounts.

Total expenses of \$1,311,766 reflects an increase of \$211,819, representing \$70,087 in operating expenses and \$141,732 in wages, benefits, and employee related expenses. Variances in operating expenses includes:

- ✓ A decrease in contracted services of \$20,484 as several of the initiatives have been completed: HR Project, Chart of Account Reorganization, HST Allocation Methodology and Input Tax Credit (ITC) Recovery Project, and IT Network Review. The budget provides for the ongoing contract for IT services, HR Consulting and Job Evaluations, and the annual audit.
- ✓ Legal services have increased by \$27,250 as an estimate of the costs expected for 2023.
- ✓ Software licensing, computer and office supplies continue to be monitored to ensure actual costs are categorized correctly to better manage the budget lines. These costs represent an increase of \$21,171
- ✓ Tax write-offs have been increasing, and a budget adjustment has been made to reflect the historical trending, an increase of \$21,012. This area represents the Municipality's share of tax account write offs for vested properties, assessment adjustments for Farm Tax Program and Property changes.

Transfers to Reserves has traditionally budgeted through General Government for the purpose of capital projects. The transfer for 2023 consists of:

- ✓ Annual transfer for capital, \$1,041,608 2022 budget plus 6%, \$62,496, totaling \$1,104,104
- ✓ Revenue generated from land sales \$299,600

Transfers from Reserves has decreased significantly from \$113,604 to \$10,778, as the prior year funds were attributed to special projects; Municipal Innovation Council (MIC), Escribe, HR and IT Services, Chart of Account Project, and Covid grants. For 2023, the transfer is to finance the final year of the Paisley Central School rental agreement, as approved by Council to be funded by the NWMO Community Well-Being Reserve Fund.

### **Asset Management/GIS**

An Asset Management/GIS Coordinator will provide support to Building, Roads, Water and Sewer for the mapping of various infrastructure points throughout the Municipality. In addition, it covers the work involving the asset management inventory and data quality, as well as ongoing training provided to the Leadership team to ensure a comprehensive understanding of the key components of Asset Management.

## Protection Services

Protection Services represents 27.48% (2022 - 30.49%) of the municipal services budget, largely due to the cost of Police Services which are more than \$1M. Overall budget in this area is 3.9% increase or \$71,108.

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>PROTECTION SERVICES</b>						
01-2010 Protection-Common Fire	87,228	130,275	126,459	137,602	11,143	8.8%
01-2012 Protection-Chesley Fire	136,297	123,982	154,176	181,446	27,270	17.7%
01-2014 Protection-Paisley Fire	118,495	53,796	97,543	119,977	22,434	23.0%
01-2016 Protection-Tara Fire	142,236	112,645	134,936	174,267	39,331	29.1%
01-2020 Protection-Police	1,168,435	1,075,550	1,168,924	1,132,913	-36,011	(3.1%)
01-2030 Protection- Conservation	34,343	0	22,660	24,020	1,360	6.0%
01-2031 Protection-Conservation SVCA	44,264	47,297	46,980	51,937	4,957	10.6%
01-2032 Protection-Conservation GSCA	40,485	42,226	42,226	46,681	4,455	10.6%
01-2045 Protection- Crossing Guards	24,633	37,245	37,363	38,153	790	2.1%
01-2050 Protection-Emergency Measures	8,306	6,660	7,410	2,789	-4,621	(62.4%)
<b>Total PROTECTION SERVICES</b>	<b>1,804,722</b>	<b>1,629,676</b>	<b>1,838,677</b>	<b>1,909,785</b>	<b>71,108</b>	<b>3.9%</b>

### Fire Department

The Municipality operates three Fire Stations: Chesley, Paisley and Tara. In prior years, the operating budgets for each of the Fire Stations has been presented to each of the Fire Department Committees of Council, and the Joint Chesley Fire Board. With the Council elections taking place in 2022 and a change in the Proposed Committee Structure, and the presentation of quarterly Fire Reports to Council, the operating budgets have not been presented for initial review to each of the respective Committees.

The expenses of the Fire department are largely driven by the number of calls received as it drives the compensation and directly related expenses such as fuel and supplies. The following provides an overview of fire calls for the past four years. A budget for calls is determined based on a review of historical trends, as this will assist with variance analysis in the upcoming year.

The Corporation of the Municipality of Arran-Elderslie						
Protection Services - Fire						
	2023 Budget	2022 Budget	2022 Sept	2021	2020	2019
<b>Chesley</b>						
Number of Fire Calls	80	80	55	71	81	80
Wages for Fire Calls	\$ 49,044	\$ 52,000	\$ 29,594	\$ 50,130	\$ 48,048	\$ 53,549
Average Per Call	\$ 613	\$ 650	\$ 538	\$ 706	\$ 593	\$ 669
<b>Paisley</b>						
Number of Fire Calls	58	58	42	66	56	76
Wages for Fire Calls	\$ 33,561	\$ 33,698	\$ 22,651	\$ 27,109	\$ 53,004	\$ 38,358
Average Per Call	\$ 579	\$ 581	\$ 539	\$ 411	\$ 947	\$ 505
<b>Tara</b>						
Number of Fire Calls	52	44	40	48	52	45
Wages for Fire Calls	\$ 30,009	\$ 26,272	\$ 22,310	\$ 28,274	\$ 25,382	\$ 33,655
Average Per Call	\$ 577	\$ 597	\$ 558	\$ 589	\$ 488	\$ 748
<b>Total</b>						
Number of Fire Calls	190	182	137	185	189	201
Wages for Fire Calls	\$ 112,614	\$ 111,970	\$ 74,555	\$ 105,513	\$ 126,434	\$ 125,562
Average Per Call	\$ 593	\$ 615	\$ 544	\$ 570	\$ 669	\$ 625

To assist with the budget review, **Schedule A.2 – Fire Protection by Station** has been provided which summarizes the 2022 and 2023 budgets by Station. Part of the budget work has involved the standardization of processes across the stations and the establishment of comparable budget lines.

For 2023, there are two key operational impacts that are driving the 19.46% budget increase of \$99,875: Mandatory Certification and Fire Practice Compensation.

### **Mandatory Certification**

Early on in 2022, the Fire Chief shared information at the Fire Committee meetings and with Council regarding Ontario's Solicitor General's announcement of the Provincial plan to bring back firefighter certification and the introduction of mandatory minimum training standards for Ontario's Fire Service. On July 1<sup>st</sup>, 2022, the regulation for Mandatory Certification came into force. The requirement of mandatory certification includes multiple aspects, which has been included in the Training Budget proposed under Common:

Training Program		Description	2023	2024
<b>Mandatory Certification</b>				
Fire Fighter 1		requires 4 additional days training for 30 firefighters to complete their skills sign off, with the budget split over 2023 and 2024	\$ 10,112.00	\$ 10,112.00
Fire Fighter 2		requires 1 additional day's training for 30 firefighters, with the budget split over 2023 and 2024	\$ 2,528.00	\$ 2,528.00
Hazmat Awareness Level		this is an online certification program consisting of 20 hours of learning, required for 12 firefighters	\$ 5,835.00	\$ -
Hazmat Operations		this is a practical hands-on certification program consisting of 5 days of learning, required for 12 firefighters, deferred to 2024	\$ -	\$ 15,090.00
Fire Officer 1		this is an in-class certification program consisting of 5 days of classroom learning, required for 12 firefighters to complete their officer certification program	\$ 15,561.00	\$ -
			<b>\$ 34,036.00</b>	<b>\$ 27,730.00</b>
<b>Other Training</b>				
Fire Fighter 1 Recruit Class		11 firefighters required between the 3 stations. 3 Tara, 5 Paisly, 3 Chesley. Recruits will complete their NFPA 1001 Firefighter 1 certification program through the Brockton Regional Training Center. This will allow Fire Services to work towards a fully compliant certified department moving forward.	\$ 10,065.00	\$ -
Fire Chief Continuing Education		Loyalist College Municipal Leadership final two parts. Deferred to 2024	\$ -	\$ 3,000.00
Health & Safety Committee		6 firefighters , 2 per station as legislated. Firefighters will need Part 1 & 2 certification.	\$ 8,838.00	
			<b>\$ 18,903.00</b>	<b>\$ 3,000.00</b>
The cost of the training is based on a fire fighter per diem, plus course registration fees and text books where required.			<b>\$ 52,939.00</b>	<b>\$ 30,730.00</b>

A transfer from reserve has been recognized to offset the Municipality's share of the mandatory certification training costs:

- ✓ Paisley and Tara - \$36,926
- ✓ Chesley, Arran-Elderslie's share - \$9,413
- ✓ Proposed for 2024 \$27,730

It should be noted that in 2018, the Municipality began receiving funds from Ontario Power Generation (OPG) as part of the Deep Geologic Repository Project. Total funds received were \$155,369, with an unspent balance being held in Reserves of \$134,526.

Determination on how these remaining funds are to be used is still be determined. The Municipality has received confirmation from OPG that the use of the funds is at the discretion of the Municipality, wherever it deems best, whether for capital and infrastructure or for operating costs, and furthermore, there are no reporting requirements associated with these funds.

One option could be the possible use of some of the funds from the OPG Reserve to finance the costs associated with the Mandatory Certification Program for 2023 and 2024.

### Fire Practice Compensation

On December 6, 2021, as part of the ongoing 2022 budget discussions, Report SRFIN.21.45 Fire Practice Compensation was presented to Council. The report addressed the current and proposed compensation method being applied to each respective fire station for firefighter attendance at fire practices.

Below is an updated table that was included in the report:

Review of Fire Practice Compensation						
	2023	2022		2021	2020	2019
	Budget	Budget	YTD Nov	Actual	Actual	Actual
Chesley	32,666	15,614	11,551	16,206	15,393	21,824
Paisley	29,401	28,826	17,950	22,100	23,910	29,230
Tara	32,668	14,580	9,946	10,432	10,377	11,549
	<b>94,735</b>	<b>59,020</b>	<b>39,447</b>	<b>48,738</b>	<b>49,680</b>	<b>62,603</b>
<b>Assumptions for 2023 - practices are a minimum of 2 hours:</b>						
	# of Practices	# Attend	Admin Time			
Chesley	24	18	2 hrs for 2 FF			
Paisley	24	16	2 hrs for 2 FF			
Tara	24	18	2 hrs for 2 FF			

The draft 2023 budget is reflective of the above compensation.

Staff shall bring forward a review of the firefighter training payment/reimbursement policy as per Council direction related to staff report SRFIN.21.45.

### Other Budget Remarks – Fire Department

Service Agreements - The Fire Department budget is supported by taxation and service agreements in place with the municipalities of Chatsworth, Brockton, Kincardine, Saugeen Shores, and South Bruce Peninsula.

Annual inflationary factors are provided for in the agreements, and where the reference is CPI, the 2023 budget has been prepared with 6.49% as an estimate for CPI. The annual CPI will be used for actual billings in 2023.

Fire Responses - Invoicing for fire responses has not been adjusted to reflect improvements in cost recovery that is anticipated with the agreement signed with Fire Marque for 2023. Staff will monitor costs and recoveries in 2023 to be able to update the budget in 2024. The quarterly financial reports will address the status of invoicing as we proceed through 2023.

Expenses - In reviewing the expenses as noted in Schedule A.2, several accounts have been standardized across the stations. The stations use an online program for training, FLMS, which requires a subscription for the service, and this has been realigned from training to software license. There has been a decrease in Fire Prevention as a grant application was submitted in 2022 for \$25,000, which was not successful and has been removed from the 2023 budget.

Transfer to Reserve – the budget for 2023 of \$150,183 reflects the increase for inflation on the capital portion of the service agreements that are in place. The transfer consists of:

- ✓ Brockton and Kincardine \$63,183
- ✓ Bell Mobility Lease, \$9,500 for each station, totaling \$28,500
- ✓ Boot Allowance, \$2,000 for each station, totaling \$6,000
- ✓ General allocation in Chesley \$2,500
- ✓ Common transfer of \$50,000 as per prior years

Transfer to Capital – this represents what the Fire Committees have referred to as Minor Capital. It is intended to be used for equipment, hoses, tools, and other incidentals. Items meeting the definition of a “capital asset” have been reflected in the Capital Budget, such as SCBA and Bunker Gear. Each year the unspent minor capital funds are transferred to reserves. Staff would like to discontinue this practice and either move the funds to a reserve as part of the budget preparation and then could draw from the reserve as needed or realign the budget to the respective accounts where the funds are needed.

Int Transfer – this is a new account to capture the administrative costs of the Fire Department that are being managed under Common but are part of the cost sharing agreement with the Municipality of Chatsworth through the Chesley Fire Station. This includes mandatory certification and training, memberships, conferences, and clothing.

## **Police**

The OPP Billing Statement for 2023 was received and forms the basis to the budget. The following chart provides some highlights from that document.

The Corporation of the Municipality of Arran-Elderslie Protection Services - Police									
OPP Annual Billing Statement - 2023				2022 Estimated			2021 Reconciled		
		Cost per Property	Total Cost		Cost per Property	Total Cost		Cost per Property	Total Cost
Base Service									
Property Counts									
Household	3,089			3,063			3,061		
Commercial and Industrial	261			255			252		
Total Properties	3,350	\$165.66	\$ 554,968	3,318	\$172.07	\$ 570,933	3,313	\$179.62	\$ 595,076
Calls for Service									
All Municipalities	\$178,576,909			\$176,906,037			\$170,324,197		
Municipal portion	0.2982%	\$155.13	\$ 519,677	0.2982%	\$159.01	\$ 527,587	0.3009%	\$154.71	\$ 512,539
	0.2910%								
Overtime		\$ 14.82	\$ 49,638		\$ 14.14	\$ 46,922		\$ 15.02	\$ 49,754
Prisoner Transportation		\$ 1.17	\$ 3,920		\$ 1.71	\$ 5,674		\$ 1.18	\$ 3,909
Accommodation/Cleaning Services		\$ 4.87	\$ 16,315		\$ 4.83	\$ 16,026		\$ 4.75	\$ 15,737
Total Estimated Cost		<b>\$341.65</b>	<b>\$1,144,518</b>		<b>\$351.76</b>	<b>\$1,167,142</b>		<b>\$355.28</b>	<b>\$1,177,015</b>
2021 Year End Adjustment			<b>\$ 17,896</b>						

### **Conservation Authorities**

The Conservation budgets are based on information received from the supporting agencies as they finalize their operating budgets. Draft budget information from SVCA reflects a 10.55% levy increase. Staff have used the same estimate for GSCA pending receipt of their budget.

### **Crossing Guards**

The Crossing guard budget reflects the municipal staff providing crossing guard services in Chesley, Paisley and Tara, as well as any supplies that are needed. There is a small hydro cost for the flashing light.

### **Emergency Measures**

This represents the costs of maintaining the Community Emergency Management Committee (CEMC), which is responsible for the development and implementation of the emergency management program including the preparation and maintenance of the Emergency Response Plan. In 2022, the Municipality discontinued the contracted service with the County of Bruce and has transitioned the role of CEMC to the Fire Chief.

The budget reflects a savings because of this change. The remaining costs are for the telephone land line and materials and supplies that may be needed for in-house staff training of the committee members or supplies identified by the CEMC.

## Transportation Services

Transportation Services includes all aspects of road maintenance, streetlights, and salt/snow plowing, as well as the Municipality's contribution to SMART (Saugeen Mobility & Regional Transit), representing 38.36% (2022 - 40.87%) of the municipal services budget and an 8.2% or \$201,778 budget increase.

	2021	December	2022	2023	Budget	Budget
	Actuals	Actuals	Council Approved 2022 Total Budget	Council Draft 1 2023 Total Budget	\$	%
					Variance	Variance
<b>TRANSPORTATION SERVICES</b>						
01-2510 Transportation-Roads-Admin	94,804	112,821	127,641	90,592	-37,049	(29.0%)
01-2511 Transportation-Roads-Admin-Union	294,016	320,836	326,401	386,223	59,822	18.3%
01-2512 Transportation-Roads-Shop	122,873	157,450	144,298	152,094	7,796	5.4%
01-2513 Transportation-Roads-Roadside	116,560	116,278	109,374	113,758	4,384	4.0%
01-2514 Transportation-Roads-Bridges	153,950	149,662	154,337	152,884	-1,453	(0.9%)
01-2515 Transportation-Roads-Hardtop	53,358	62,022	48,366	55,030	6,664	13.8%
01-2516 Transportation-Roads-Gravel	563,247	629,888	609,184	655,821	46,637	7.7%
01-2517 Transportation-Roads-Safety	40,959	39,496	58,479	60,776	2,297	3.9%
01-2518 Transportation-Roads-Vehicles	371,083	522,049	451,361	488,349	36,988	8.2%
01-2520 Transportation-Winter Ctrl-Salt/Sand	87,249	90,815	86,807	88,128	1,321	1.5%
01-2521 Transportation-Winter Ctrl-Snow Moving	220,963	230,802	218,778	274,182	55,404	25.3%
01-2522 Transportation-Winter Ctrl-Standby	0	32,298	15,348	27,026	11,678	76.1%
01-2530 Transportation-Saugeen Mobility & Regional Trans	50,764	52,287	52,287	55,947	3,660	7.0%
01-2540 Transportation-Parking	1,972	3,247	4,050	3,500	-550	(13.6%)
01-2550 Transportation-Street Lighting	113,461	59,102	57,628	61,807	4,179	7.3%
<b>Total TRANSPORTATION SERVICES</b>	<b>2,285,259</b>	<b>2,579,053</b>	<b>2,464,339</b>	<b>2,666,117</b>	<b>201,778</b>	<b>8.2%</b>

The Transportation Services covers a broad range of service areas with the budgets including wages and benefits and operating supplies, as well as any revenue generated in the respective areas, which is minimal. The following comments focus on the larger variances noted above. The Financial Report at **Schedule A.1** provides a consolidated view of the accounts representing this area.

### Admin/Admin-Union

The implementation of the salary planning module in 2022 gave staff the opportunity to budget at a person level and allocate their time across the various departments based on staff schedules. The allocation for 2022 was determined based on a review of year-to-date hours in 2021, and in some cases, resulted in unallocated hours, which remain costed to Admin-Union. Managers are continuing to refine the allocated hours and reviewed the salary information as part of the 2023 budget meetings. The decrease in the budget is primarily due to the decrease in wages and benefits of \$29,018 in Admin, which is offset by an increase in Admin-Union \$44,907.

### Gravel

The costs for the supply of calcium have increased due to carbon tax. As well, there are increases for fuel costs and a fuel surcharge being applied by suppliers. The quality of gravel used on the roads has changed with an increase in the quarry stone

percentage compared to A gravel. Dust control and resurfacing costs have increased by \$42,150.

### **Vehicles**

Rising fuel prices has made the budget challenging again in 2023. While there have been some improvements in gas prices, the price of diesel remains high. The heavy equipment used in operations is all diesel. Staff are continuing to work with local suppliers to get the best pricing possible. To assist with monitoring of expenses in 2023 new accounts have been set up to track fuel prices for dyed diesel and clear diesel. The 2023 budget reflects an increase in fuel of \$28,808 to a budget of \$214,000. Staff were conservative in their budget estimates for fuel in 2022, \$185,192 which is less than year-to-date actuals of \$266,035.

### **Snow Moving**

Most of the costs are related to wages and benefits, \$243,452 and \$47,700 for contracted services. The increase in wages and benefits is attributed to a better alignment of staff resources. Year-to-date actuals are \$211,461.

### **Standby**

Standby reflects the wages and benefits for staff involved with snow plowing services. The budget change reflects a better alignment of staff resources.

### **Saugeen Mobility and Regional Transit (SMART)**

Saugeen Mobility and Regional Transit (SMART) is a specialized public transit service providing transportation solutions to the residents of 9 municipalities in Bruce and Grey Counties. Persons living with disabilities or those who require assistance while travelling can use SMART services. Generally, service is provided to residents who cannot, because of their physical or mental challenges, travel by conventional transit or taxi.

On September 7<sup>th</sup>, 2010, Council passed By-law 47-10 being a by-law to authorize the execution of an agreement with the Corporation of the Town of Hanover, the Corporation of the Municipality of Brockton, the Corporation of the Municipality of Kincardine, and the Corporation of the Municipality of West Grey for the operation of SMART. Various amendments were made to the agreement over the years and in 2015 the previous by-laws were repealed and replaced with By-law 55-2013.

The Municipality is a contributing member of this organization. It is expected that there will be a 7% increase on the levy due to the rising costs of insurance, staff wages, fuel, and maintenance.

A historical review for SMART was provided to Council on January 27, 2020 through Report SRFIN.20.06. It was noted in the report that if Council wanted to opt-out of continuing with this agreement:

**“Clause 9.1 of the agreement, Withdrawal of a Member, states that notice given in the year will be effective on December 31<sup>st</sup> of the following year. If Council chooses to give notice during 2020 it will take effect December 31<sup>st</sup>, 2021”.**

### *Environmental Services*

Environmental Services, while a small percentage of the total municipal services budget, 0.06% (2022 - 0.46%), there is a decrease in the budget of 85.9% or \$23,846. This is largely attributed to a revenue increase in Garbage Collection, and expense savings in both Waste Disposal and Recycling.

	December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance
<b>ENVIRONMENTAL SERVICES</b>					
01-3040 Environmental-Garbage Collection	-136,694	-136,825	-145,245	-157,353	8.3%
01-3050 Environmental-Waste Disposal	12,361	38,882	66,903	58,326	(12.8%)
01-3060 Environmental-Recycling	95,651	96,794	106,109	102,948	(3.0%)
<b>Total ENVIRONMENTAL SERVICES</b>	<b>-28,682</b>	<b>-1,149</b>	<b>27,767</b>	<b>3,921</b>	<b>(85.9%)</b>

As costs continue to rise, staff have been reviewing the user fees charged. The budget has been prepared to include the following changes:

- ✓ Garbage collection added to taxes, increased from \$95 to \$110
- ✓ Bag tags, increased from \$3.00 to \$3.50
- ✓ Recycling bins, increased from \$10 to \$20, based on purchase price increases

Garbage collection is a contracted service. Staff are reviewing options as an increase of \$40,500 has been reflected in the budget for 2023.

Waste Disposal includes revenue generated from the landfill and the associated costs of operations of this site. Staff have not proposed any changes to the fee structure at this time, but it is currently under review. Cost savings have been reflected in operating costs of \$23,902, which will bring the budget more in line with actual costs.

Recycling has identified cost savings in operating costs of \$34,710 which will bring the budget more in line with actual costs.

## Health Services

Health Services includes the cemeteries in Arran, Chesley, Elderslie, Paisley and Tara, the medical clinics in Chelsey and Paisley, and the costs related to Physician Recruitment and attribute to 0.97% (2022 - 0.75%) of the municipal services budget. An overall budget increase of 49.3% or \$22,320.

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>HEALTH SERVICES</b>						
01-4000 Health-Physician Recruitment	0	9,348	0	7,888	7,888	100.0%
01-4002 Health-Clinic-Chesley	0	-3,467	1	0	-1	(100.0%)
01-4004 Health-Clinic-Paisley	0	-4,496	1	6,300	6,299	629,900.0%
01-4010 Health-Cemetery-Common	653	771	6,838	3,663	-3,175	(46.4%)
01-4011 Health-Cemetery-Arran	2,982	2,963	4,442	4,245	-197	(4.4%)
01-4012 Health-Cemetery-Chesley	13,030	26,201	15,269	25,068	9,799	64.2%
01-4013 Health-Cemetery-Elderslie	1,903	3,376	4,927	5,046	119	2.4%
01-4014 Health-Cemetery-Paisley	6,546	6,928	6,404	11,446	5,042	78.7%
01-4016 Health-Cemetery-Tara	-5,821	-7,494	7,356	3,902	-3,454	(47.0%)
<b>Total HEALTH SERVICES</b>	<b>19,293</b>	<b>34,130</b>	<b>45,238</b>	<b>67,558</b>	<b>22,320</b>	<b>49.3%</b>

Physician Recruitment represents the Municipality's four-year commitment through agreements signed with physicians in 2021 and 2022. The cost of the agreements has been funded by the physician recruitment reserve. In 2023, the physician recruitment reserve is fully spent, requiring a transfer to reserve of \$7,888 to balance. A detailed discussion is needed with the Physician Recruitment Committee to determine the future needs and planning to replenish the reserve over time.

The operations of the Clinics are intended to be self-financed through the rental income collected from the physicians. Staff are preparing a review of the current lease agreements. The Chesley Medical Clinic has budgeted a transfer to reserve of \$15,178 representing the net revenue remaining after budgeted expenses.

The Paisley Medical Clinic is in a deficit position in 2023 due to rising operating costs, resulting in a tax requirement of \$6,300.

The current balance of the reserves, prior to reconciliations to be completed for 2022:

- ✓ Paisley Clinic - \$40,401
- ✓ Chesley Clinic - \$84,320

While the operating budget for Paisley has not reflected a transfer from reserve, as there are sufficient funds available, it is the recommendation of this report.

It is recommended that the use of the Paisley Clinic Reserve should be used to offset operational costs as proposed in the 2023 budget.

Cemetery budgets covers the cost of burials and ground maintenance.

In 2022, Mount Hope Cemetery was transferred to Arran-Elderslie, which will add additional grounds maintenance for 2023.

Part of the operations of the cemeteries is the maintenance and repair of the foundations. These costs have historically been reflected as a capital project, however, in 2023, \$17,000 has been reflected in operations for contracted services for foundation repairs.

The user fees related to land sales and burial related fees are remaining the same for 2023 as staff plan to complete a fee review in the year.

## Recreation Services

Recreation Services includes programs, ball fields, facilities, libraries, museum, and day camps, representing 17.33% (2022 - 18.61%) of the municipal services budget and a 7.4% or \$82,722 budget increase. The budget increase is attributed to facilities and administrative costs.

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>RECREATION AND CULTURE</b>						
01-5001 Rec/Cult-Parkland-Recreation	137,395	116,646	167,605	173,840	6,235	3.7%
01-5015 Rec/Cult-Admin	92,917	-91,268	134,315	180,119	45,804	34.1%
01-5020 Rec/Cult-Common H&S	9,233	4,723	9,586	14,101	4,515	47.1%
01-5210 Rec/Cult-Programs-AE Programs	50,241	52,581	40,712	41,007	295	0.7%
01-5220 Rec/Cult-Programs-Day Camp	2,850	-14,599	19,557	0	-19,557	(100.0%)
01-5311 Rec/Cult-Parks-Ball Field-Arran/Allenford	977	1,356	3,141	2,641	-500	(15.9%)
01-5312 Rec/Cult-Parks-Ball Field-Chesley	7,714	6,061	8,147	8,201	54	0.7%
01-5314 Rec/Cult-Parks-Ball Field-Paisley	1,185	1,435	5,619	5,282	-337	(6.0%)
01-5316 Rec/Cult-Parks-Ball Field-Tara	4,176	8,183	11,205	10,785	-420	(3.7%)
01-5322 Rec/Cult-Parks-Splashpad-Chesley	0	0	0	1,000	1,000	100.0%
01-5324 Rec/Cult-Parks-Splashpad-Paisley	0	0	0	1,000	1,000	100.0%
01-5326 Rec/Cult-Parks-Splashpad-Tara	0	0	0	1,000	1,000	100.0%
01-5411 Rec/Cult-Facilities-CC Arran/Arkwright	4,425	3,867	6,101	6,384	283	4.6%
01-5412 Rec/Cult-Facilities-Chesley Comm Ctr	190,648	150,689	205,196	218,007	12,811	6.2%
01-5414 Rec/Cult-Facilities-Paisley Comm Ctr	185,328	180,503	205,380	227,835	22,455	10.9%
01-5416 Rec/Cult-Facilities-Tara Comm Ctr	160,378	122,592	152,577	154,632	2,055	1.3%
01-5512 Rec/Cult-Facilities-Chesley Pool	46,097	24,903	53,465	52,640	-825	(1.5%)
01-5516 Rec/Cult-Facilities-Tara Pool	49,973	51,106	51,064	49,899	-1,165	(2.3%)
01-5612 Rec/Cult-Facilities-Chesley Trailer Park	1	-11,568	-1	0	1	(100.0%)
01-5712 Rec/Cult-Facilities-Lease-Chesley Town Hall	16,464	25,460	32,960	29,531	-3,429	(10.4%)
01-5714 Rec/Cult-Facilities-Lease-Paisley Legion	7,134	1,428	6,180	6,551	371	6.0%
01-5715 Rec/Cult-Facilities-Lease-Paisley LCBO	-8,509	-7,296	-8,388	0	8,388	(100.0%)
01-5812 Rec/Cult-Libraries-Chesley	-9,820	-5,702	-3,420	-2,721	699	(20.4%)
01-5814 Rec/Cult-Libraries-Paisley	653	-616	2,986	3,649	663	22.2%
01-5816 Rec/Cult-Libraries-Tara	3,168	2,425	7,243	6,778	-465	(6.4%)
01-5914 Rec/Cult-Museum-Paisley	8,841	3,816	10,861	12,652	1,791	16.5%
<b>Total RECREATION AND CULTURE</b>	<b>961,469</b>	<b>626,725</b>	<b>1,122,091</b>	<b>1,204,813</b>	<b>82,722</b>	<b>7.4%</b>

The Recreation Services covers a broad range of service areas with budgets that include wages and benefits and operating supplies, as well as any revenue generated in the respective areas. The following comments focus on the larger variances noted above. The Financial Report at **Schedule A.1** provides a consolidated view of the accounts representing this area.

### Admin

In 2022, additional security was required at the Arena's to ensure Covid-19 protocols were in place, and the added staff time was captured as an administrative cost. Wages and benefits for 2023 have been reduced by \$31,853. The costs incurred in 2022 were funded from the Covid-19 Recovery Funds.

Moving forward with planning for the next reporting requirement of asset management, the 2023 budget reflects Phase 2 of the Building Condition Assessments and Componentization for non-recreational buildings.

Costs have been estimated at \$30,000. Phase 1 initiated in 2022, had focused on the three arenas/community centres with an estimated cost of \$35,000. The Phase 1 costs were funded from Reserves, similar to the handling of capital projects. Phase 2 costs have not been financed.

The Municipal Building Reserve should be used to finance Phase 2 of the project for Building Condition Assessments.

### **Day Camp**

The operations of the Day Camp in 2022 resulted in a surplus position, showing that the camp fees are sufficient to cover operating costs. The 2023 budget has been presented to be fully funded from camp fees. This approach has reduced the tax requirement budgeted in 2022 of \$19,557.

### **Splashpads**

With the successful implementation of 3 splashpad projects in 2022, separate departments have been established for the monitoring of ongoing operating and maintenance costs over time. The initial budget is reflective of hydro and water costs.

### **Community Centres**

The variances in each of the community centres is primarily attributed to wages and benefits.

### **Chesley Trailer Park**

In 2020, a reserve was established with contributions coming from the net operating surplus generated for the year. At the end of 2022, the reserve balance is estimated to be \$66,481. The 2023 budget has been prepared with a transfer to reserve of \$17,693. There is capital work needed at the Chesley Trailer Park that will rely on the reserves in the future.

### **Paisley LCBO Lease**

In the past, the surplus funds generated have been used to offset taxation requirements of the municipal budget. The Paisley LCBO Lease generates revenue from its rent, which is used to offset operating expenses. As a way of planning for future capital needs, the surplus funds identified in the 2023 budget, \$9,340 has been transferred to Reserves.

The establishment of a Reserve for the Paisley LCBO Lease should be developed.

## Planning and Economic Development

Planning and Economic Development also includes tile drainage, zoning, gravel pits and our downtown decorations, which represents 5.07% (2022 – 4.46%) of the municipal services budget and a 31.2% or \$83,807 budget increase. That largest increase is attributed to zoning and downtown decorations.

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>PLANNING AND DEVELOPMENT</b>						
01-7010 Plan/Dev-Planning-Zoning	0	5,597	-500	<b>35,500</b>	36,000	(7,200.0%)
01-7220 Plan/Dev-Comm/Ind-Downtown Decor	40,868	47,293	53,354	<b>82,030</b>	28,676	53.7%
01-7230 Plan/Dev-Comm/Ind- Gravel Pits	4,435	5,692	8,858	<b>8,894</b>	36	0.4%
01-7300 Plan/Dev-Natural Gas Project	0	0	1,657	<b>0</b>	-1,657	(100.0%)
01-7410 Plan/Dev-Economic Development	157,681	124,696	178,368	<b>192,319</b>	13,951	7.8%
01-7610 Plan/Dev-Tile Drainage	35,392	27,529	27,120	<b>33,921</b>	6,801	25.1%
<b>Total PLANNING AND DEVELOPMENT</b>	<b>238,376</b>	<b>210,807</b>	<b>268,857</b>	<b>352,664</b>	<b>83,807</b>	<b>31.2%</b>

Planning/Zoning had identified two strategic initiatives for 2023:

- ✓ Development Charge Study - \$30,000
- ✓ Planning Review for Zoning and OP - \$30,000

With the announcement of Bill 123, the Development Charge Study will be moved from the 2023 budget to the 2024 budget until staff have had the opportunity to review the full impacts of Bill 123.

Downtown Decor includes a realignment of the Downtown Revitalization Initiatives that have historically been included as part of the Economic Development budget. The realignment includes \$7,000 for each of Chesley, Paisley and Tara, and \$3,500 for Allenford. During the budget meetings, staff felt that this was a better alignment.

Economic Development includes an increase of \$5,000 for memberships, as per SRECDEV.21.03 which approved the Municipality joining the Saugeen Connects. The operating expenses have been reviewed and reduced by \$33,976, \$24,500 of which is related to the realignment noted above of the Downtown Revitalization. The Strategic Initiatives budget has been reduced by \$17,239 to \$41,261, which provides for the following projects:

- ✓ Visitor Centre setup and management
- ✓ Visitor Centre projects
- ✓ Tourism material printing
- ✓ Misc Tourism projects
- ✓ Big Bruce promotion
- ✓ Saugeen River collaborative project
- ✓ Community Improvement Plan, initiatives coming from the review
- ✓ Marketing and communication plan
- ✓ Façade guidelines, Municipality's share of costs with Bruce County initiative

Council grants and donations policy is also managed under Economic Development budget. The budget has remained the same as 2022 with a budget of \$30,598.

**Schedule D** – Grant and Donation Policy provides a summary of the proposed budget which includes grant requests of \$35,214.

## Building & By-law Enforcement Services

The budget presented for 2023 includes a realignment of services to better reflect the management and alignment of services for Building and By-law Enforcement. In addition to the two areas previously presented as Building Services, Building Permits and Property Standards, the budget now includes Animal Control and By-law Enforcement. The two departments, Property Standards and By-law Enforcement have been merged into one. The area of By-law Enforcement is operated in accordance with the Municipal Act, whereas Building Permits is governed by the Building Code Act, which has a separate set of requirements that:

- ✓ The services should be self-supporting.
- ✓ Delivery of the building department services should generally not affect the municipal budget.
- ✓ The fees are not permitted to exceed the anticipated reasonable costs of the Municipality to enforce the Building Code Act.
- ✓ Building permit fees can include a component designated for a reserve fund.
- ✓ The reserve fund can only be used for costs of delivering services related to the administration and enforcement of the Building Code Act.

**Schedule B**, as shown below, requires an annual operating budget of \$60,261. The operating costs for By-law Enforcement is funded through taxation, whereas Building Inspection is self-funded through the collection of permit fees. The surplus funds generated from permit fees is transferred to Reserves.

Budget Review Dept Summary						
BUILDING & BYLAW ENFORCEMENT SERVICES						
	2021	December	2022	2023	Budget	Budget
	Actuals	Actuals	Council Approved 2022 Total Budget	Council Draft 1 2023 Total Budget	\$	%
					Variance	Variance
<b>BUILDING &amp; BYLAW ENFORCEMENT SERVICES</b>						
<b>Building</b>						
01-2042 Protection-Building Inspection	0	-40,750	0	0	0	
<b>Total Building</b>		<b>-40,750</b>				<b>#DIV/0!</b>
<b>ByLaw</b>						
01-2041 Protection-Animal Control	13	-994	-3,615	0	3,615	(100.0%)
01-2044 Protection-Property Standards	6,899	48,724	8,464	60,261	51,797	612.0%
01-2060 Protection-By-Law/POA Parking	0	2,594	44,954	0	-44,954	(100.0%)
<b>Total ByLaw</b>	<b>6,912</b>	<b>50,324</b>	<b>49,803</b>	<b>60,261</b>	<b>10,458</b>	<b>21.0%</b>
<b>Total BUILDING &amp; BYLAW ENFORCEMENT SERVICES</b>	<b>6,912</b>	<b>9,574</b>	<b>49,803</b>	<b>60,261</b>	<b>10,458</b>	<b>21.0%</b>

A more detailed breakdown has been presented in the Financial Reports:

- ✓ **Schedule B.1** – Building Inspection Department
- ✓ **Schedule B.2** – By-law Enforcement Services

## **Building Inspection**

The permit fee revenue has been decreased by \$25,000 to reflect a slowdown in construction, which will have a negative impact on the department's budget. The budget, as noted earlier, provides for a Building Inspector with a start date of May 1, 2023. This position will assist with permits, inspections, and administrative tasks.

In 2022, a grant was received for a third-party review of the department. As the work has not yet started, the cost of the review and the associated grant of \$30,000, has been reflected within the department's budget for 2023.

On November 28<sup>th</sup>, 2022, the CBO presented report SRCBO.22.04 Quarterly Report, Building Permit Statistics from January to September 2022, and that data has been included below. The reserve summary shows a draw from the reserve to support operations in 2023.

Building Services						
Building Permits						
	2023 Budget	2022 Sept	2021	2020	2019	2018
Number of Building Permits		110	160	111	168	138
Construction Value (\$000)	\$	18,398	\$ 26,684	\$ 11,649	\$ 23,550	\$ 11,983
Average Permit Value (\$000)	\$	167	\$ 167	\$ 105	\$ 140	\$ 87
Building Permit Values						
Building Permit Fees	\$ 150,000	\$ 172,609	\$ 266,370	\$ 119,010	\$ 192,255	\$ 128,499

Building Services						
5-Year History of Reserves						
Summary of Reserves	2023 Budget	2022	2021	2020	2019	2018
<b>Opening Balance</b>	320,345	279,821	207,502	212,700	113,146	132,010
<b>Activity:</b>						
Budgetted Transfers	(67,184)	9,774	(28,744)	24,837	10,000	43,500
Support of AM/GIS	(5,000)	(10,000)				
In-Year Transfers			-	(4,140)		(36,988)
Year-End Adjustments		40,750	101,063	(25,895)	89,554	(25,376)
<b>Ending Balance</b>	<b>248,161</b>	<b>320,345</b>	<b>279,821</b>	<b>207,502</b>	<b>212,700</b>	<b>113,146</b>
** 2022 Year-End Adjustment is preliminary						

**By-law Enforcement Services**

The Animal Control budget is comparable to 2022, with a change being the transfer to reserve of \$2,448 representing the expected surplus results. This is the first year that a transfer to reserve has been reflected. The buildup of a reserve will aid in future initiatives and long-term planning. The provision of services is managed by a contract with a third party.

The establishment of a Reserve for Animal Control is required.

Property Standards and By-law departments have been merged to one department moving forward in 2023. An increase in legal fees has been provided for in the budget. The provision of services is managed by a contract with a third party.

## Water and Sewer Services

Water and Sewer Services are self-funded through the user fees charged to the property owners for the use of the respective systems. Council formally adopted Financial Plans for the period 2021-2026. Staff have reviewed the plans and updated the respective operating budgets where required. Supporting schedules have been included below to show the updated operating budgets for 2023. The assumptions applied to the financial plans:

- ✓ Inflationary impacts mirror those applied to the municipal departments
- ✓ Sewer – 3% increase on user fees
- ✓ Water – 1% increase on user fees

User fee increases are as per the adopted Financial Plans, plus an increase based on current year service levels and consumption.

The Water and Sewer Services also includes Source Water Protection, which is the Risk Management contract with GSCA, and is funded through the water reserves. In 2022, Storm Water Services were realigned from Environmental Services. The funding of this area remains with taxation until a fee study has been completed.

### **AE Common Water & Sewer Costs**

The AE Common reflects staff time and expenses that are shared between the sewer and water systems and is fully funded by the water (2/5ths) and sewer (3/5ths) reserves. Total operating expenses of \$358,821 represents a 10.2% increase over the 2022 budget of \$325,641. The increase is attributed to Wages & Benefits, \$27,883 and \$5,297 in Operating Expenses and fuel costs. Departmental details are available in **Schedule C.1 – Shared Administration**.

### **Water Services**

The increase in revenues of \$88,498 is sufficient to cover the increase in operating expenses of \$21,465, thus providing for additional funds to be transferred to reserves of \$67,033. Based on a review of **Schedule C.2 – Water Services**, the expense categories are reflective of inflationary expectations.

### **Sewer Services**

The increase in revenues of \$76,961 is sufficient to cover the increase in operating expenses of \$35,090, thus providing for additional funds to be transferred to reserves of \$41,871. Based on a review of **Schedule C.3 – Sewer Services**, the expense categories are reflective of inflationary expectations. A strategic initiative for Chesley, smoke testing, Consolidated Linear Infrastructure (CLI), which is a requirement for future sewer projects has been included in the Operating Budget. This was previously reflected as a capital project.

**Storm Services**

Departmental expenses have increased by \$66,827, which is largely attributed to the strategic initiative for the Storm Water Needs Study & CLI/ECA for Chesley, Paisley and Tara. This project was approved as a 2022 capital project with a cost of \$70,000. The project is underway, with \$56,404 being reflected in 2023. The project is funded from Efficiency Funds of \$67,205 and \$2,795 from Roads Reserve. The net tax requirement is an increase of \$10,423 for 2023. Departmental details are available in **Schedule C.4 – Storm Water Services**.

## Capital Budget

For the preparation of the capital budget, the next phase of the FMW Budget software was implemented, the Capital Plan Module. This module has the full functionality of preparing an annual budget, a long-term capital plan, as well as a capital project budget book which can entail:

- ✓ Descriptions – a brief narrative to explain the project and identify any interdepartmental implications
- ✓ Parent Projects – to connect projects that for planning purposes need to be considered as a whole, such as Road, Sewer, Water, which will enable efficient and timely project implementation
- ✓ Attributes – fully customized data to enhance the capital budget process and capture other elements, such as a link to the strategic plan, procurement process and asset management data: category, segment, new or betterment, life cycle event, asset ID, GIS/Import ID
- ✓ Priorities – a list of categories that each project is ranked by on a scale of 1 to 5, Capital Asset Management Plan, Health & Safety Concern, Strategic Plan Alignment, Legislative Requirement, External Funding. These factors combine to calculate a project weighting
- ✓ Gallery – attaching pictures or maps to further enhance the details about the project
- ✓ Events – capturing specific dates, for example an open house for the completion of the library renovations
- ✓ Tasks – to track specific items that are of importance to a project, such as timelines of an RFP process, signage requirements or report backs for a government grant

The budget book is a two-page report capturing the above elements with the capital budget and financing strategy.

The Capital Financial Report has been provided in **Schedule E** – Capital Budget. While the report has not included all the elements captured in the software, staff continue to work towards the long-term capital budget and financing strategy and completion of all of the data elements. The financial report, similar to prior years, is a project list by key service area, similar to the organization of the Operating Budget. This is a summary of the data provided:

Capital Budget Summary								
Municipal Services								
Key Service Area	LTD Budget	Unspent Budget Carry-forward	2023 Expenses	2023 Capital Requests	Grants	Donations	Reserves	2024 Expenses
General Government	\$ 349,533	\$ 209,555	\$ 89,860	\$ 299,415	\$ 120,169	\$ -	\$ 179,246	\$ 10,000
Fire Protection Services	\$ 15,000	\$ -	\$ 2,510,405	\$ 2,510,405	\$ 1,009,500	\$ -	\$ 1,372,688	\$ 260,000
Transportation Services	\$ 2,130,237	\$ 1,842,825	\$ 2,462,241	\$ 4,305,066	\$ 1,036,700	\$ 50,000	\$ 3,218,366	\$ 298,734
Environmental Services	\$ 8,000	\$ -	\$ 180,000	\$ 180,000	\$ -	\$ -	\$ 180,000	\$ -
Recreation and Culture	\$ 1,134,063	\$ 538,126	\$ 846,500	\$ 1,384,626	\$ 468,653	\$ 157,100	\$ 758,873	\$ 246,500
Health Services	\$ 55,000	\$ 37,516	\$ 194,300	\$ 231,816	\$ 28,050	\$ -	\$ 203,766	\$ 30,000
	<b>\$ 3,691,833</b>	<b>\$ 2,628,022</b>	<b>\$ 6,283,306</b>	<b>\$ 8,911,328</b>	<b>\$ 2,663,072</b>	<b>\$ 207,100</b>	<b>\$ 5,912,939</b>	<b>\$ 845,234</b>
Sewer and Water Services								
Sewer	\$ 180,420	\$ 111,555	\$ 764,573	\$ 876,128	\$ -	\$ -	\$ 876,128	
Water	\$ 807,600	\$ 688,518	\$ 1,255,687	\$ 1,944,205	\$ 312,386	\$ -	\$ 1,631,819	\$ 638,000
Stormwater	\$ 200,000	\$ 200,000	\$ 370,000	\$ 570,000	\$ 280,000	\$ -	\$ 290,000	\$ -
	<b>\$ 1,188,020</b>	<b>\$ 1,000,073</b>	<b>\$ 2,390,260</b>	<b>\$ 3,390,333</b>	<b>\$ 592,386</b>	<b>\$ -</b>	<b>\$ 2,797,947</b>	<b>\$ 638,000</b>
Total Capital Budget								
2023 Capital Submission	<b>\$ 4,879,853</b>	<b>\$ 3,628,095</b>	<b>\$ 8,673,566</b>	<b>\$ 12,301,661</b>	<b>\$ 3,255,458</b>	<b>\$ 207,100</b>	<b>\$ 8,710,886</b>	<b>\$ 1,483,234</b>
2022 Approved Capital				<b>\$ 8,658,963</b>	<b>\$ 3,238,983</b>	<b>\$ 157,350</b>	<b>\$ 5,262,630</b>	

A review of the Capital Budget Summary provides the following data:

- ✓ The Capital Plan Module can track multi-year budgets to show the LTD Budget (life-to-date budget). The LTD budget is based on a review of the 2022; Approved Capital Budget, and those projects that are moving forward for completion in 2023. If the project continues into 2024, the LTD budget will capture any new funds that are allocated to the project in 2023 as "2023 Expenses";
- ✓ Unspent Budget Carry-forward are the approved funds from 2022 that have not been spent and are being carried forward to 2023;
- ✓ 2023 Expenses are "new asks" in the 2023 budget process related to new projects identified or where existing projects require additional funds to complete. The 2022 capital budget had noted where there were projects extending to 2023 and those projects that were deferred to 2023 as a cost savings initiative in 2022. Where an approved project started in 2022, the 2023 amount has been captured in the LTD budget, whereas a deferred project has been captured as request for 2023;
- ✓ 2023 Capital Requests is the sum of the Unspent Budget Carry-forward and the 2023 Expenses.

The project list in **Schedule E** is structured with a unique ID number:

**21-GENG-0001**

Project Start Year – Department Responsible – Project Number

For planning purposes, the projects that start with 21 or 22 are approved capital projects from the 2022 Approved Capital Budget that remain incomplete on December 31, 2022.

An integral component of the Capital Budget as presented is the financing strategy and reserve continuity. It has been Council's direction in the past that the financing of capital projects for Municipal Services be limited to the reserve funds raised in the current year operating budget. The funds proposed for 2023 is \$1,104,104. That being said, the capital project list identifies the year of the project, and a summary will be prepared to isolate reserves already committed from 2021/2022 to those that are new for 2023.

The 2023 Capital Budget includes some larger projects such as the following:

- ✓ **22-FIRE\_0004 BLDG-Paisley Fire Hall Construction** – information is being presented to the Paisley Fire Sub-Committee on location and design, such that the final recommendation can be presented to Council. Staff are reviewing financing options such as the proceeds from surplus land sales, government grants, Infrastructure Ontario, or bank loans. The budget has assumed a 50% grant. However, a source of the grant has not yet been identified, but staff are working with Grant Match for assistance. \$2,060,000 and \$250,000 in 2024
- ✓ **22-TRAN-0005 ROADS-Sidewalks** – this is linked to a government grant with a municipal commitment. The Municipality was fortunate to receive a grant extension that has allowed the project to be completed in 2023. Staff are reviewing the terms of the extension and will advise Council of any changes that will impact the capital project as it has been presented. \$1,322,000
- ✓ **23-TRAN-0017 HVY/EQUIP -Sweeper Truck** – this was included on the 2022 Approved Capital List as it required a pre-order in Spring 2022 for delivery in March 2023. \$425,000

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### **Link to Strategic/Master Plan**

#### 6.4 Leading Financial Management

The management team, in preparation of their respective budgets, have considered the plans governing their areas, including:

- Asset Management Plan
- Economic Development Strategic Plan
- Fire Master Plan
- Recreation Master Plan
- Water Financial Plan
- Sewer Financial Plan

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**Financial Impacts/Source of Funding/Link to Procurement Policy**

The municipal budget for operations in 2023 reflects an increase of \$456,285 which requires a tax rate increase of 6.0%, however, to achieve a balanced budget that will meet the departmental needs reflected in the report, a tax rate increase of 14.22% is required, which will provide a total levy increase over 2022 of \$942,821.

Staff will continue to work on reviewing the budget for cost savings and efficiencies to minimize any increases to the tax rate.

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Approved by: Sylvia Kirkwood, Chief Administrative Officer

## Budget Review Dept Summary

### MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>MUNICIPAL SERVICES</b>						
<b>GENERAL GOVERNMENT</b>						
01-1010 General-Council	116,720	114,853	129,105	146,208	17,103	13.2%
01-1020 General-Program Support	399,280	48,020	134,292	522,476	388,184	289.1%
01-1030 General-Asset Management / GIS	2	-1,629		77,064	77,064	100%
<b>Total GENERAL GOVERNMENT</b>	<b>516,002</b>	<b>161,244</b>	<b>263,397</b>	<b>745,748</b>	<b>482,351</b>	<b>183.1%</b>
<b>PROTECTION SERVICES</b>						
01-2010 Protection-Common Fire	87,228	130,275	126,459	137,602	11,143	8.8%
01-2012 Protection-Chesley Fire	136,297	123,982	154,176	181,446	27,270	17.7%
01-2014 Protection-Paisley Fire	118,495	53,796	97,543	119,977	22,434	23.0%
01-2016 Protection-Tara Fire	142,236	112,645	134,936	174,267	39,331	29.1%
01-2020 Protection-Police	1,168,435	1,075,550	1,168,924	1,132,913	-36,011	(3.1%)
01-2030 Protection- Conservation	34,343	0	22,660	24,020	1,360	6.0%
01-2031 Protection-Conservation SVCA	44,264	47,297	46,980	51,937	4,957	10.6%
01-2032 Protection-Conservation GSCA	40,485	42,226	42,226	46,681	4,455	10.6%
01-2045 Protection- Crossing Guards	24,633	37,245	37,363	38,153	790	2.1%
01-2050 Protection-Emergency Measures	8,306	6,660	7,410	2,789	-4,621	(62.4%)
<b>Total PROTECTION SERVICES</b>	<b>1,804,722</b>	<b>1,629,676</b>	<b>1,838,677</b>	<b>1,909,785</b>	<b>71,108</b>	<b>3.9%</b>
<b>TRANSPORTATION SERVICES</b>						
01-2510 Transportation-Roads-Admin	94,804	112,821	127,641	90,592	-37,049	(29.0%)
01-2511 Transportation-Roads-Admin-Union	294,016	320,836	326,401	386,223	59,822	18.3%
01-2512 Transportation-Roads-Shop	122,873	157,450	144,298	152,094	7,796	5.4%
01-2513 Transportation-Roads-Roadside	116,560	116,278	109,374	113,758	4,384	4.0%
01-2514 Transportation-Roads-Bridges	153,950	149,662	154,337	152,884	-1,453	(0.9%)
01-2515 Transportation-Roads-Hardtop	53,358	62,022	48,366	55,030	6,664	13.8%
01-2516 Transportation-Roads-Gravel	563,247	629,888	609,184	655,821	46,637	7.7%
01-2517 Transportation-Roads-Safety	40,959	39,496	58,479	60,776	2,297	3.9%
01-2518 Transportation-Roads-Vehicles	371,083	522,049	451,361	488,349	36,988	8.2%
01-2520 Transportation-Winter Ctrl-Salt/Sand	87,249	90,815	86,807	88,128	1,321	1.5%
01-2521 Transportation-Winter Ctrl-Snow Moving	220,963	230,802	218,778	274,182	55,404	25.3%
01-2522 Transportation-Winter Ctrl-Standby	0	32,298	15,348	27,026	11,678	76.1%
01-2530 Transportation-Saugeen Mobility & Regional Trans	50,764	52,287	52,287	55,947	3,660	7.0%
01-2540 Transportation-Parking	1,972	3,247	4,050	3,500	-550	(13.6%)

# Budget Review Dept Summary

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>01-2550 Transportation-Street Lighting</b>	113,461	59,102	57,628	<b>61,807</b>	4,179	7.3%
<b>Total TRANSPORTATION SERVICES</b>	<b>2,285,259</b>	<b>2,579,053</b>	<b>2,464,339</b>	<b>2,666,117</b>	<b>201,778</b>	<b>8.2%</b>
<b>ENVIRONMENTAL SERVICES</b>						
<b>01-3040 Environmental-Garbage Collection</b>	-136,694	-136,825	-145,245	<b>-157,353</b>	-12,108	8.3%
<b>01-3050 Environmental-Waste Disposal</b>	12,361	38,882	66,903	<b>58,326</b>	-8,577	(12.8%)
<b>01-3060 Environmental-Recycling</b>	95,651	96,794	106,109	<b>102,948</b>	-3,161	(3.0%)
<b>Total ENVIRONMENTAL SERVICES</b>	<b>-28,682</b>	<b>-1,149</b>	<b>27,767</b>	<b>3,921</b>	<b>-23,846</b>	<b>(85.9%)</b>
<b>HEALTH SERVICES</b>						
<b>01-4000 Health-Physician Recruitment</b>	0	9,348	0	<b>7,888</b>	7,888	100.0%
<b>01-4002 Health-Clinic-Chesley</b>	0	-3,467	1	<b>0</b>	-1	(100.0%)
<b>01-4004 Health-Clinic-Paisley</b>	0	-4,496	1	<b>6,300</b>	6,299	629,900.0%
<b>01-4010 Health-Cemetery-Common</b>	653	771	6,838	<b>3,663</b>	-3,175	(46.4%)
<b>01-4011 Health-Cemetery-Arran</b>	2,982	2,963	4,442	<b>4,245</b>	-197	(4.4%)
<b>01-4012 Health-Cemetery-Chesley</b>	13,030	26,201	15,269	<b>25,068</b>	9,799	64.2%
<b>01-4013 Health-Cemetery-Elderslie</b>	1,903	3,376	4,927	<b>5,046</b>	119	2.4%
<b>01-4014 Health-Cemetery-Paisley</b>	6,546	6,928	6,404	<b>11,446</b>	5,042	78.7%
<b>01-4016 Health-Cemetery-Tara</b>	-5,821	-7,494	7,356	<b>3,902</b>	-3,454	(47.0%)
<b>Total HEALTH SERVICES</b>	<b>19,293</b>	<b>34,130</b>	<b>45,238</b>	<b>67,558</b>	<b>22,320</b>	<b>49.3%</b>
<b>RECREATION AND CULTURE</b>						
<b>01-5001 Rec/Cult-Parkland-Recreation</b>	137,395	116,646	167,605	<b>173,840</b>	6,235	3.7%
<b>01-5015 Rec/Cult-Admin</b>	92,917	-91,268	134,315	<b>180,119</b>	45,804	34.1%
<b>01-5020 Rec/Cult-Common H&amp;S</b>	9,233	4,723	9,586	<b>14,101</b>	4,515	47.1%
<b>01-5210 Rec/Cult-Programs-AE Programs</b>	50,241	52,581	40,712	<b>41,007</b>	295	0.7%
<b>01-5220 Rec/Cult-Programs-Day Camp</b>	2,850	-14,599	19,557	<b>0</b>	-19,557	(100.0%)
<b>01-5311 Rec/Cult-Parks-Ball Field-Arran/Allenford</b>	977	1,356	3,141	<b>2,641</b>	-500	(15.9%)
<b>01-5312 Rec/Cult-Parks-Ball Field-Chesley</b>	7,714	6,061	8,147	<b>8,201</b>	54	0.7%
<b>01-5314 Rec/Cult-Parks-Ball Field-Paisley</b>	1,185	1,435	5,619	<b>5,282</b>	-337	(6.0%)
<b>01-5316 Rec/Cult-Parks-Ball Field-Tara</b>	4,176	8,183	11,205	<b>10,785</b>	-420	(3.7%)
<b>01-5322 Rec/Cult-Parks-Splashpad-Chesley</b>	0	0	0	<b>1,000</b>	1,000	100.0%
<b>01-5324 Rec/Cult-Parks-Splashpad-Paisley</b>	0	0	0	<b>1,000</b>	1,000	100.0%
<b>01-5326 Rec/Cult-Parks-Splashpad-Tara</b>	0	0	0	<b>1,000</b>	1,000	100.0%
<b>01-5411 Rec/Cult-Facilities-CC Arran/Arkwright</b>	4,425	3,867	6,101	<b>6,384</b>	283	4.6%
<b>01-5412 Rec/Cult-Facilities-Chesley Comm Ctr</b>	190,648	150,689	205,196	<b>218,007</b>	12,811	6.2%

# Budget Review Dept Summary

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
01-5414 Rec/Cult-Facilities-Paisley Comm Ctr	185,328	180,503	205,380	227,835	22,455	10.9%
01-5416 Rec/Cult-Facilities-Tara Comm Ctr	160,378	122,592	152,577	154,632	2,055	1.3%
01-5512 Rec/Cult-Facilities-Chesley Pool	46,097	24,903	53,465	52,640	-825	(1.5%)
01-5516 Rec/Cult-Facilities-Tara Pool	49,973	51,106	51,064	49,899	-1,165	(2.3%)
01-5612 Rec/Cult-Facilities-Chesley Trailer Park	1	-11,568	-1	0	1	(100.0%)
01-5712 Rec/Cult-Facilities-Lease-Chesley Town Hall	16,464	25,460	32,960	29,531	-3,429	(10.4%)
01-5714 Rec/Cult-Facilities-Lease-Paisley Legion	7,134	1,428	6,180	6,551	371	6.0%
01-5715 Rec/Cult-Facilities-Lease-Paisley LCBO	-8,509	-7,296	-8,388	0	8,388	(100.0%)
01-5812 Rec/Cult-Libraries-Chesley	-9,820	-5,702	-3,420	-2,721	699	(20.4%)
01-5814 Rec/Cult-Libraries-Paisley	653	-616	2,986	3,649	663	22.2%
01-5816 Rec/Cult-Libraries-Tara	3,168	2,425	7,243	6,778	-465	(6.4%)
01-5914 Rec/Cult-Museum-Paisley	8,841	3,816	10,861	12,652	1,791	16.5%
<b>Total RECREATION AND CULTURE</b>	<b>961,469</b>	<b>626,725</b>	<b>1,122,091</b>	<b>1,204,813</b>	<b>82,722</b>	<b>7.4%</b>
<b>PLANNING AND DEVELOPMENT</b>						
01-7010 Plan/Dev-Planning-Zoning	0	5,597	-500	35,500	36,000	(7,200.0%)
01-7220 Plan/Dev-Comm/Ind-Downtown Decor	40,868	47,293	53,354	82,030	28,676	53.7%
01-7230 Plan/Dev-Comm/Ind- Gravel Pits	4,435	5,692	8,858	8,894	36	0.4%
01-7300 Plan/Dev-Natural Gas Project	0	0	1,657	0	-1,657	(100.0%)
01-7410 Plan/Dev-Economic Development	157,681	124,696	178,368	192,319	13,951	7.8%
01-7610 Plan/Dev-Tile Drainage	35,392	27,529	27,120	33,921	6,801	25.1%
<b>Total PLANNING AND DEVELOPMENT</b>	<b>238,376</b>	<b>210,807</b>	<b>268,857</b>	<b>352,664</b>	<b>83,807</b>	<b>31.2%</b>
<b>Total MUNICIPAL SERVICES</b>	<b>5,796,439</b>	<b>5,240,486</b>	<b>6,030,366</b>	<b>6,950,606</b>	<b>920,240</b>	<b>15.3%</b>

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
MUNICIPAL SERVICES						
GENERAL GOVERNMENT						
Revenue						
Tax Certificates	12,375	8,450	11,612	11,612		
Licence Fee	712	1,523	1,098	2,000	902	(82.1%)
Permit Fee	350	630	360	500	140	(38.9%)
Misc Charges		736				
Admin Fees		10				
Gov Tsfr - Provincial	1,681,377	1,622,300	1,659,300	1,627,000	(32,300)	1.9%
Resale Materials	89	75	72	72		
Grants - Federal		2,100				
Donations						
Kinsmen Pavillion	43,175					
Grants Other	42,200	1,133	18,000	3,000	(15,000)	83.3%
Investment Income	49,228	10,000	103,894	103,894		
Interest Income	92,927	220,305	122,990	122,990		
Misc Revenue	9,201	90,181	14,548	14,548		
Land Sales	317	270,641		299,600	299,600	
Insurance Proceeds	33,546					
Total Revenue	-1,965,497	-2,228,084	-1,931,874	-2,185,216	-253,342	13.1%
Expenses						
Wages						
Salaries & Wages	510,683	542,654	527,636	683,125	155,489	29.5%
Wages Student		15,315	8,868	6,221	-2,647	(29.8%)
Honorariums	96,414	96,211	104,470	108,687	4,217	4.0%
Wages Overtime						
Wages Vacation	13,158	8,412	815	653	-162	(19.9%)
Wages Stats	2,727	3,776				
Wages Sick Pay	4,599	3,150				

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Total Wages	627,581	669,518	641,789	798,686	156,897	24.4%
Employee Benefits & Expenses						
Employee Benefits	156,628	171,324	144,070	200,798	56,728	39.4%
Clothing Allowance	2,518	988	2,200	850	-1,350	(61.4%)
Change in PEB	13,535					
Boot Allowance			1,000	250	-750	(75.0%)
Mileage	1,153	2,744	5,871	4,530	-1,341	(22.8%)
Conferences	2,073	5,456	6,010	12,078	6,068	101.0%
Training	5,578	4,858	7,235	15,305	8,070	111.5%
Memberships	28,888	27,768	29,576	27,484	-2,092	(7.1%)
Total Employee Benefits & Expenses	210,373	213,138	195,962	261,295	65,333	33.3%
Total Wages & Benefits	837,954	882,656	837,751	1,059,981	222,230	26.5%
Operating Expenses						
Contracted Services	154,032	159,411	169,410	131,903	-37,507	(22.1%)
Advertising	2,502	762	1,000	1,000		
Legal Services	63,786	143,819	47,750	75,000	27,250	57.1%
Insurance	50,331	57,651	55,040	63,516	8,476	15.4%
Courier Service	194	65	185	180	-5	(2.7%)
Software Licence	43,970	62,893	38,937	85,088	46,151	118.5%
Bldg Mtce	1,782	6,859	1,030	1,000	-30	(2.9%)
Vehicle Repair		244				
Material & Supplies	4,463	10,466	5,586	5,728	142	2.5%
Office Supplies	20,477	18,632	12,643	13,402	759	6.0%
Cleaning Supplies	186		100	106	6	6.0%
Election	1,476	30,883	24,749	2,500	-22,249	(89.9%)
Publications		530	31	33	2	6.5%
Meeting	1,212	1,288	1,500	8,250	6,750	450.0%
Computer Supplies	24,343	5,392	27,379	2,000	-25,379	(92.7%)
Natural Gas				4,000	4,000	
Propane	3,716	3,974	5,783		-5,783	(100.0%)
Hydro	4,326	5,705	4,829	5,119	290	6.0%
Property Taxes		1,787		1,894	1,894	

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Room Rental	21,303	17,963	20,215	10,778	-9,437	(46.7%)
Telephone	7,160	6,886	6,723	7,173	450	6.7%
Miscellaneous		2,839	2,500		-2,500	(100.0%)
Strategic Initiatives		1,628		1,000	1,000	
Pandemic Costs	14,850	13,684	10,000		-10,000	(100.0%)
Write Off	-2,552					
Write Off	63,503	54,019	36,050	57,062	21,012	58.3%
Council Projects/Grants	-50					
Newsletter	6,299					
Postage	10,984	21,721	15,325	15,325		
Bank Charges	10,242	13,556	7,500	13,500	6,000	80.0%
Total Operating Expenses	508,535	642,657	494,265	505,557	11,292	2.3%
Departmental Tax Requirements (Revenue)	-619,008	-702,771	-599,858	-619,678	-19,820	3.3%
Reserve Transfers						
Due to/from Kinsmen Loan	43,175					
Transfer to Reserve	1,305,715	1,043,507	1,041,608	1,411,204	369,596	35.5%
Transfer from Reserve	-213,881	-179,544	-178,353	-45,778	132,575	(74.3%)
Total Reserve Transfers	1,135,009	863,963	863,255	1,365,426	502,171	58.2%
Net Departmental Position	516,001	161,192	263,397	745,748	482,351	183.1%
Other Expenses						
Amortization						
Total of Department	516,001	161,192	263,397	745,748	482,351	183.1%

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>PROTECTION SERVICES</b>						
<b>Revenue</b>						
Service Calls	18,559		10,466	10,707	241	(2.3%)
Service Agreement - Ops	62,357	67,485	64,221	76,270	12,049	(18.8%)
Service Agreement - Cap	57,609	59,606	59,334	63,183	3,849	(6.5%)
Stand By	11,147	19,010	11,627	4,371	(7,256)	62.4%
Compliance Letters			101		(101)	100.0%
Inspections	3,526	808	3,837	2,700	(1,137)	29.6%
Rental Income		50				
Misc Lease	25,500	28,500	28,500	28,500		
Misc Charges			1,486		(1,486)	100.0%
Tiered Response	15,000	20,000	10,000	10,000		
Incident Response	10,441	67,076	29,491	34,491	5,000	(17.0%)
Gov Tsfr - Provincial	16,655	9,507	14,688	13,624	(1,064)	7.2%
Grants - Provincial			25,000		(25,000)	100.0%
Donations	3,150	4,816				
Chatsworth Operating	61,363	69,799	71,444	78,869	7,425	(10.4%)
Chatsworth Capital	6,110	5,748	5,748	5,419	(329)	5.7%
Misc Revenue	3,857	7,401	3,522	3,000	(522)	14.8%
Equipment Sales	7,112					
Bell Mobility Hydro	12,792	15,808	13,153	13,153		
Total Revenue	-315,178	-375,614	-352,618	-344,287	8,331	(2.4%)
<b>Expenses</b>						
Wages						
Salaries & Wages	28,754	113,364	114,104	122,167	8,063	7.1%
Wages on Call			7,206		-7,206	(100.0%)
Wages Vacation			1,188	1,207	19	1.6%
Wages Honorariums	35,248	36,082	39,500	40,001	501	1.3%
Wages Fire Calls	105,613	96,125	111,970	112,614	644	0.6%

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## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>Wages Fire Practice</b>	48,738	19,976	59,020	94,735	35,715	60.5%
<b>Wages Meetings</b>	18,893	10,688	7,339	6,805	-534	(7.3%)
<b>Wages Mutual Aid</b>		600	3,870	6,534	2,664	68.8%
<b>Wages Educ &amp; Training</b>	13,477	28,948	15,695	30,334	14,639	93.3%
<b>Wages Truck Check</b>	4,915	4,831	12,011	16,334	4,323	36.0%
<b>Wages Fire Prevention</b>	15,926	14,539	2,536	6,126	3,590	141.6%
<b>Wages Admin</b>	8,097	10,396	10,000	4,900	-5,100	(51.0%)
<b>Wages Inspections</b>	1,312	300	2,736	6,126	3,390	123.9%
<b>Wages Misc</b>	4,000	4,262	4,123	4,370	247	6.0%
<b>Wages Pandemic</b>	2,533	-33				
<b>Total Wages</b>	287,506	340,078	391,298	452,253	60,955	15.6%
<b>Employee Benefits &amp; Expenses</b>						
<b>Employee Benefits</b>	26,838	55,577	48,097	54,266	6,169	12.8%
<b>Clothing Allowance</b>	5,478	9,355	13,020	7,027	-5,993	(46.0%)
<b>Boot Allowance</b>	14,307	390	509		-509	(100.0%)
<b>Mileage</b>	2,268	3,239	3,793	3,500	-293	(7.7%)
<b>Conferences</b>	137	1,832	3,260	5,918	2,658	81.5%
<b>Training</b>	15,192	15,484	18,113	62,431	44,318	244.7%
<b>Memberships</b>	2,010	2,191	1,852	3,712	1,860	100.4%
<b>Drivers Licences/Medicals</b>		582		4,395	4,395	
<b>Total Employee Benefits &amp; Expenses</b>	66,230	88,650	88,644	141,249	52,605	59.3%
<b>Total Wages &amp; Benefits</b>	353,736	428,728	479,942	593,502	113,560	23.7%
<b>Operating Expenses</b>						
<b>Contracted Services</b>	18,772	12,201	13,566	8,243	-5,323	(39.2%)
<b>Legal Services</b>	742	84	1,000	1,060	60	6.0%
<b>Insurance</b>	49,658	55,508	47,843	57,208	9,365	19.6%
<b>Dispatch</b>	18,267	21,085	18,932	22,011	3,079	16.3%
<b>Software Licence</b>		10,917		14,625	14,625	
<b>Contract OPP</b>	1,183,127	1,083,093	1,181,558	1,144,516	-37,042	(3.1%)
<b>Bldg Mtce</b>	9,549	10,955	9,862	10,228	366	3.7%
<b>Equip Mtce</b>	8,960	7,016	9,171	9,720	549	6.0%
<b>Vehicle Repair</b>	18,087	20,217	22,879	22,591	-288	(1.3%)

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Material & Supplies	44,960	14,371	38,402	40,395	1,993	5.2%
Office Supplies	1,449	804	2,605	1,000	-1,605	(61.6%)
Air/Oxygen Bottles	2,857	2,170	3,547	4,028	481	13.6%
Defibrillator Supplies	788	962	2,040	2,162	122	6.0%
Fire Extinguishers	416		896	950	54	6.0%
Fire Prevention	1,233	704	27,275	4,651	-22,624	(82.9%)
Inspection	31		466	494	28	6.0%
Small Tools	1,748	46	1,326	1,406	80	6.0%
Vehicle Licences			120	127	7	5.8%
Tanker Truck	817	3,439	1,620	1,717	97	6.0%
Meeting			1,000	3,000	2,000	200.0%
Computer Supplies		1,770				
Fuel	6,200	6,283	7,680	8,432	752	9.8%
Natural Gas	1,501	1,897	1,777	1,884	107	6.0%
Propane	3,629	5,720	4,526	7,949	3,423	75.6%
Hydro	17,906	24,058	21,174	22,845	1,671	7.9%
Water & Sewer	2,964	3,021	3,213	2,715	-498	(15.5%)
Property Taxes		285		303	303	
Telephone	9,621	8,204	8,949	9,209	260	2.9%
Radio & Pager	6,627	4,453	3,349	4,550	1,201	35.9%
Radio Licence	1,675	783	1,725	1,470	-255	(14.8%)
Miscellaneous		367	750	750		
Pandemic Costs	523	807	1,932	470	-1,462	(75.7%)
Third Party Recovery	1,148	3,751				
Conservation Levy	84,446	89,206	89,206	98,618	9,412	10.6%
Total Operating Expenses	1,497,701	1,394,177	1,528,389	1,509,327	-19,062	(1.2%)
Departmental Tax Requirements (Revenue)	1,536,259	1,447,291	1,655,713	1,758,542	102,829	6.2%
Reserve Transfers						
Transfer to Capital	44,337	33,873	38,562	47,400	8,838	22.9%
Transfer to Reserve	241,158	146,334	146,334	150,183	3,849	2.6%
Int Transfer				-1	-1	

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>Transfer from Reserve</b>	-17,029	-1,932	-1,932	-46,339	-44,407	2,298.5%
<b>Total Reserve Transfers</b>	268,466	178,275	182,964	151,243	-31,721	(17.3%)
<b>Net Departmental Position</b>	1,804,725	1,625,566	1,838,677	1,909,785	71,108	3.9%
<b>Other Expenses</b>						
<b>Amortization</b>						
<b>Total of Department</b>	1,804,725	1,625,566	1,838,677	1,909,785	71,108	3.9%

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>TRANSPORTATION SERVICES</b>						
<b>Revenue</b>						
Aggregate Resources	21,889	24,690	35,000	35,000		
Fee For Service	43,285	32,986	30,000	30,000		
Permit Fee	2,132	1,910	950	2,000	1,050	(110.5%)
Gov Tsfr - Provincial						
Grants - Federal	8,524					
Grants Other	5,985					
Misc Revenue			126	126		
Equipment Sales	9,682			8,000	8,000	
Fines	30	168				
Total Revenue	-91,527	-59,754	-66,076	-75,126	-9,050	13.7%
<b>Expenses</b>						
Wages						
Salaries & Wages	410,915	430,430	777,116	822,436	45,320	5.8%
Wages Student		24,615	12,596	23,731	11,135	88.4%
Wages on Call						
Wages Dust Control	2,668	2,028				
Wages Grading	33,899	30,652				
Wages Grass Mtce	12,747	11,217				
Wages Litter Pickup	425	331				
Wages Mtce	4,869	2,213				
Wages Patching	9,472	10,225				
Wages Resurfacing	5,700	1,450				
Wages Shoulder Mtce	7,473	4,162				
Wages Sidewalks	10,806	1,495				
Wages Sweeping	11,787	9,541				
Wages Trees	28,984	21,685				
Wages Grading OT	42	291				

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Wages Overtime		128				
Wages Sidewalk OT	326	239				
Wages Sweeping OT	168	21				
Wages Trees OT	229	466				
Wages Overtime	53,068	69,166	44,498	44,498		
Wages Standby	17,704	28,640				
Wages Vacation	63,357	60,707	4,786	4,913	127	2.7%
Wages Stats	35,137	43,000				
Wages Sick Pay	59,867	40,129				
Wages Health & Safety	13,070	16,358				
Wages Conferences	434	1,492				
Wages Lic Renewals	384					
Total Wages	783,531	810,681	838,996	895,578	56,582	6.7%
Employee Benefits & Expenses						
Employee Benefits	217,192	243,800	219,344	245,239	25,895	11.8%
Clothing Allowance	5,126	3,313	7,200	6,825	-375	(5.2%)
Drivers Licences (inactive)	111					
Boot Allowance	2,369	2,824	4,150	5,088	938	22.6%
Conferences	879		2,000	1,500	-500	(25.0%)
Training	6,204	5,133	9,300	6,000	-3,300	(35.5%)
Memberships	915	1,873	1,250	1,775	525	42.0%
Drivers Licences/Medicals		462		475	475	
Total Employee Benefits & Expenses	232,796	257,405	243,244	266,902	23,658	9.7%
Total Wages & Benefits	1,016,327	1,068,086	1,082,240	1,162,480	80,240	7.4%
Operating Expenses						
Contracted Services	53,440	86,567	69,200	78,380	9,180	13.3%
Eng Services	1,272	1,473	1,275	1,000	-275	(21.6%)
Legal Services	3,627	1,562				
Insurance	60,231	73,029	68,432	81,827	13,395	19.6%
Courier Service	34	28	45	36	-9	(20.0%)
Bldg Mtce	5,613	8,069	8,000	8,480	480	6.0%
Vehicle Parts		52,421		75,000	75,000	

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Vehicle Repair	120,545	75,066	150,000	75,000	-75,000	(50.0%)
Contracts Dust Ctrl	82,333	108,903	84,800	100,000	15,200	17.9%
Contracts Resurfacing	423,225	470,613	465,550	492,500	26,950	5.8%
Contracts Sidewalks	4,912	2,521	2,000	1,500	-500	(25.0%)
Contracts Tree Mtce	15,925	25,561	10,000	10,600	600	6.0%
Material & Supplies	91,440	99,626	99,140	109,623	10,483	10.6%
Office Supplies	2,361	61	400	200	-200	(50.0%)
Health & Safety Supplies	2,308	2,808	900	2,600	1,700	188.9%
Small Tools	2,455	3,593	5,000	5,000		
Sidewalks	2,964	4,140	2,000	4,000	2,000	100.0%
Maintenance	555					
Patching Materials	5,730	4,885	4,500	15,000	10,500	233.3%
Trees	5,682	568	9,700	10,300	600	6.2%
Vehicle Licences	665	16,272	15,000	16,000	1,000	6.7%
Grease/Oil	5,960	8,423	4,600	7,500	2,900	63.0%
Fuel	148,072	266,035	185,192	214,000	28,808	15.6%
Natural Gas		4,017		9,000	9,000	
Propane		4,306				
Hydro	60,620	64,645	68,654	72,773	4,119	6.0%
Water & Sewer	1,332	759	1,400	1,400		
Furnace Oil	8,879	4,548	9,500		-9,500	(100.0%)
Equip Rental	275	990	5,300	5,575	275	5.2%
Telephone	4,060	4,781	4,400	4,592	192	4.4%
Radio Licence	892	922	900	930	30	3.3%
Strategic Initiatives				10,000	10,000	
Pandemic Costs	3,533	1,175				
S.M.A.R.T	50,764	52,287	52,287	55,947	3,660	7.0%
Total Operating Expenses	1,169,704	1,450,654	1,328,175	1,468,763	140,588	10.6%
Departmental Tax Requirements (Revenue)	2,094,504	2,458,986	2,344,339	2,556,117	211,778	9.0%
Reserve Transfers						
Transfer to Capital	16,445					

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Transfer to Reserve	238,399	120,000	120,000	120,000		
Transfer from Reserve	-64,091			-10,000	-10,000	
Total Reserve Transfers	190,753	120,000	120,000	110,000	-10,000	(8.3%)
Net Departmental Position	2,285,257	2,578,986	2,464,339	2,666,117	201,778	8.2%
Other Expenses						
Amortization						
Total of Department	2,285,257	2,578,986	2,464,339	2,666,117	201,778	8.2%

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
ENVIRONMENTAL SERVICES						
Revenue						
Flat Fee Tax - Res	283,457	290,795	289,000	335,240	46,240	(16.0%)
Flat Fee Tax - Com	19,344	19,760	19,730	22,887	3,157	(16.0%)
Waste Coll - Bag Tags	10,766	7,683	8,600	10,062	1,462	(17.0%)
Capital Levy	915	21,160				
Tipping	8,391	412	7,228	7,228		
Mattress Tipping	5,095	4,924	4,396	4,396		
Construction Waste	32,226	29,045	27,867	27,867		
Carpet Tipping	334	910	298	298		
Household Tipping	36,327	23,819	36,945	36,945		
Appliance Freon	3,390	2,460	2,753	2,753		
Shingle Tipping	4,779	2,275	4,650	4,650		
Plastic Tipping	77	60	7	7		
Wood Tipping	14,726	22,486	13,340	13,340		
Scrap Sales	22,661	18,489	19,495	19,495		
Ewaste Tipping	430	1,310	921	921		
Furniture / Unit	2,830	2,884	2,000	2,000		
Asbestos		3,992				
Blue Box Sales	310	646	300	600	300	(100.0%)
Misc Revenue	(116)	1	16	16		
Total Revenue	-445,942	-453,111	-437,546	-488,705	-51,159	11.7%
Expenses						
Wages						
Salaries & Wages	99,669	93,391	89,342	90,257	915	1.0%
Wages Student		3,548	8,779	8,779		
Wages on Call		576				
Wages Overtime	1,271	1,319	1,504	1,504		
Wages Vacation		21	1,624	1,444	-180	(11.1%)

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Total Wages	100,940	98,855	101,249	101,984	735	0.7%
Employee Benefits & Expenses						
Employee Benefits	25,532	27,553	22,681	25,316	2,635	11.6%
Total Employee Benefits & Expenses	25,532	27,553	22,681	25,316	2,635	11.6%
Total Wages & Benefits	126,472	126,408	123,930	127,300	3,370	2.7%
Operating Expenses						
Contracted Services	245,444	269,717	268,219	295,803	27,584	10.3%
Advertising						
Eng Services	21,800	21,309	29,580	24,000	-5,580	(18.9%)
Lab Services	7,157	2,396	8,700	8,700		
Vehicle Repair						
Material & Supplies	32,738	1,914	32,000	6,559	-25,441	(79.5%)
Fuel						
Propane		29				
Hydro	1,290	906	1,480	1,569	89	6.0%
Property Taxes		26,253		27,828	27,828	
Room Rental						
Equip Rental						
Telephone	1,102	1,334	1,404	867	-537	(38.2%)
Strategic Initiatives						
Third Party Recovery						
Costs of Inventory Sold		1,597				
Total Operating Expenses	309,531	325,455	341,383	365,326	23,943	7.0%
Departmental Tax Requirements (Revenue)	-9,939	-1,248	27,767	3,921	-23,846	(85.9%)
Reserve Transfers						
Total Reserve Transfers						
Net Departmental Position	-9,939	-1,248	27,767	3,921	-23,846	(85.9%)
Other Expenses						

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Acc Exp Landfill Closure & Post Closure	-18,742					
Total of Department	-28,681	-1,248	27,767	3,921	-23,846	(85.9%)

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>HEALTH SERVICES</b>						
<b>Revenue</b>						
Burial w/Cremation	1,200					
Interment	17,600	16,500	19,550	19,550		
Interment Weekend	2,367	3,250	4,350	4,350		
Cremation	7,525	11,075	7,825	7,825		
Mortuary	1,060	1,060	1,270	1,270		
Columbarium Engraving	3,835	5,178	4,142	4,142		
Rental Income	78,505	80,452	78,449	86,070	7,621	(9.7%)
Misc Charges	1,125	750	300	300		
Donations		2,059	1,000		(1,000)	100.0%
Interest Income	6,620	988	5,668	5,668		
Misc Revenue		3,852				
Land Sales	16,200	13,050	7,980	12,480	4,500	(56.4%)
Land Sales Cremation	300		592	592		
Land Sales Columbarium	14,000	19,600	13,800	13,800		
Total Revenue	-150,337	-157,814	-144,926	-156,047	-11,121	7.7%
<b>Expenses</b>						
Wages						
Salaries & Wages	4,079	3,980	46,140	51,462	5,322	11.5%
Wages Reg Burial	13,507	10,462				
Wages Mlce	50,865	30,658				
Wages Student		23,885	34,400	29,391	-5,009	(14.6%)
Wages Overtime	1,852	3,136	478	478		
Wages Vacation		474	2,358	2,149	-209	(8.9%)
Total Wages	70,303	72,595	83,376	83,480	104	0.1%
Employee Benefits & Expenses						
Employee Benefits	14,346	17,005	13,716	15,600	1,884	13.7%
Total Employee Benefits & Expenses	14,346	17,005	13,716	15,600	1,884	13.7%

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Total Wages & Benefits	84,649	89,600	97,092	99,080	1,988	2.0%
Operating Expenses						
Contracted Services	41,581	64,640	52,988	64,299	11,311	21.3%
Legal Services		2,301				
Insurance	4,440	5,384	5,045	6,034	989	19.6%
Columbarium Engraving	672	5,515	4,142	4,391	249	6.0%
Software Licence				3,663	3,663	
Bldg Mtce		865	812	1,861	1,049	129.2%
Material & Supplies	8,923	11,260	15,933	11,566	-4,367	(27.4%)
Fuel	27		401	425	24	6.0%
Propane	7,149	10,559	9,810	11,329	1,519	15.5%
Hydro	8,376	10,232	12,574	13,329	755	6.0%
Water & Sewer	1,702	1,600	2,169	2,299	130	6.0%
Property Taxes		1,260		1,336	1,336	
Internment Buyback		458	927	927		
Total Operating Expenses	72,870	114,074	104,801	121,459	16,658	15.9%
Departmental Tax Requirements (Revenue)	7,182	45,860	56,967	64,492	7,525	13.2%
Reserve Transfers						
Transfer to Capital						
Transfer to Reserve	34,648	14,271	14,271	23,066	8,795	61.6%
Transfer from Reserve	-22,539	-26,000	-26,000	-20,000	6,000	(23.1%)
Total Reserve Transfers	12,109	-11,729	-11,729	3,066	14,795	(126.1%)
Net Departmental Position	19,291	34,131	45,238	67,558	22,320	49.3%
Other Expenses						
Amortization						
Total of Department	19,291	34,131	45,238	67,558	22,320	49.3%

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
RECREATION AND CULTURE						
Revenue						
Programs Seniors			1,300	1,300		
Programs Other		1,170	3,570	3,570		
Spec Events		265	1,050	1,050		
Program Reg	54,995	88,620	60,452	80,549	20,097	(33.2%)
Exercise			3,060	3,060		
Lessons		246	24,169	27,478	3,309	(13.7%)
Season Pass		5,152	4,182	4,800	618	(14.8%)
Admissions	15,246	30,199	7,428	7,428		
Curling	27,889	46,825	48,053	48,053		
Rental Income	92,434	107,102	113,526	117,327	3,801	(3.3%)
Ball Field Rentals	4,463	10,955	11,252	11,122	(130)	1.2%
Soccer Field Rentals	881	2,107	1,706	2,206	500	(29.3%)
Horse Ring Rentals	276	422	500	500		
Ice Rental	222,894	257,755	252,680	252,680		
Floor Rental	5,319	11,129	14,078	14,078		
Pavillion Rental	3,584	7,429	3,525	6,386	2,861	(81.2%)
Misc Lease	12,759	12,623	13,388	13,388		
Misc Charges	328	2,185	1,545	1,545		
Ad Revenue	5,303	10,706	5,577	5,577		
Admin Fees	1,853	2,444		1,000	1,000	
Insurance Fee	3,485	9,002	3,315	6,000	2,685	(81.0%)
Gov Tsfr - Provincial	3,154					
Vending Machines		918				
Resale Materials	526	108	250	250		
Grants - Federal	17,384	20,300	7,000	7,000		
Donations	6,079	167,616	100	100		
Grants Other	19,610	5,865	14,000	16,250	2,250	(16.1%)
Refund	3,688	5,646	9,661	9,661		
Equipment Sales	3,316					

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Total Revenue	-505,466	-806,789	-605,367	-642,358	-36,991	6.1%
<b>Expenses</b>						
Wages						
Salaries & Wages	588,210	455,904	613,623	626,939	13,316	2.2%
Wages Student		173,622	230,361	231,880	1,519	0.7%
Wages on Call	1,625	2,000	5,884	5,884		
Wages Overtime			1,997	1,997		
Wages Vacation	33,740	37,954	14,212	14,678	466	3.3%
Wages Stats	18,443	24,249				
Wages Sick Pay	14,298	23,623				
Wages Health & Safety	330	91				
Wages Pandemic	44,677	13,749				
Total Wages	701,323	731,192	866,077	881,378	15,301	1.8%
Employee Benefits & Expenses						
Employee Benefits	165,310	186,974	186,904	199,615	12,711	6.8%
Clothing Allowance	3,681	1,485	4,275	4,275		
Boot Allowance	336	649	2,438	2,438		
Mileage	1,307	926	2,163	2,163		
Conferences	1,068		773		-773	(100.0%)
Training	4,625	2,748	5,982	7,890	1,908	31.9%
Memberships		1,068		2,550	2,550	
Total Employee Benefits & Expenses	176,327	193,850	202,535	218,931	16,396	8.1%
Total Wages & Benefits	877,650	925,042	1,068,612	1,100,309	31,697	3.0%
Operating Expenses						
Contracted Services	35,144	55,158	47,274	50,113	2,839	6.0%
Advertising			335	355	20	6.0%
Legal Services		64				
Insurance	65,935	78,543	73,689	87,488	13,799	18.7%
Lab Services	51	43	45	48	3	6.7%
Software Licence		7,787	7,460	7,908	448	6.0%

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Bldg Mtce	17,694	18,428	17,240	18,274	1,034	6.0%
Equip Mtce	11,492	13,359	21,713	25,303	3,590	16.5%
Mat'l Ice Plant	31,676	38,172	40,392	42,815	2,423	6.0%
Material & Supplies	41,115	84,286	87,896	83,410	-4,486	(5.1%)
Office Supplies	295	63	206	218	12	5.8%
Fuel	6,004	3,341	6,427	6,132	-295	(4.6%)
Natural Gas	7,462	11,532	8,621	9,138	517	6.0%
Propane	46,384	62,885	75,406	67,463	-7,943	(10.5%)
Hydro	156,378	164,986	247,800	220,977	-26,823	(10.8%)
Water & Sewer	29,325	26,201	44,765	50,451	5,686	12.7%
Property Taxes		4,185		4,437	4,437	
Equip Rental	6,219	7,694	8,098	7,973	-125	(1.5%)
Telephone	8,230	7,649	8,798	9,326	528	6.0%
Strategic Initiatives				30,000	30,000	
Pandemic Costs	339	204	1,596		-1,596	(100.0%)
Write Off	-13,040	-338				
Newsletter						
Costs of Inventory Sold	454		26		-26	(100.0%)
Total Operating Expenses	451,157	584,242	697,787	721,829	24,042	3.4%
Departmental Tax Requirements (Revenue)	823,341	702,495	1,161,032	1,179,780	18,748	1.6%
Reserve Transfers						
Transfer to Capital	13,295		37,500		-37,500	(100.0%)
Transfer to Reserve	182,429	12,794	12,794	27,033	14,239	111.3%
Transfer from Reserve	-57,592	-89,235	-89,235	-2,000	87,235	(97.8%)
Total Reserve Transfers	138,132	-76,441	-38,941	25,033	63,974	(164.3%)
Net Departmental Position	961,473	626,054	1,122,091	1,204,813	82,722	7.4%
Other Expenses						
Amortization						
Total of Department	961,473	626,054	1,122,091	1,204,813	82,722	7.4%

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
PLANNING AND DEVELOPMENT						
Revenue						
Ad Revenue		3,906	5,645	5,645		
Admin Fees	85		500	500		
Grants - Provincial	38,149		12,360	12,360		
Donations	507					
Grants Other	3,200	2,500	3,000	5,500	2,500	(83.3%)
Misc Revenue	1,900					
Due to Ont flow-through	41,500					
Tile Drain on Taxes	125,069	75,026	75,026	75,026		
Cleanout Asses	75,917	98	80,000	80,000		
Total Revenue	-286,327	-81,530	-176,531	-179,031	-2,500	1.4%
Expenses						
Wages						
Salaries & Wages	90,707	39,934	98,871	101,194	2,323	2.3%
Wages Student		7,474	14,313	18,531	4,218	29.5%
Wages Overtime		235				
Wages Vacation			746	811	65	8.7%
Total Wages	90,707	47,643	113,930	120,536	6,606	5.8%
Employee Benefits & Expenses						
Employee Benefits	29,362	19,906	27,720	29,747	2,027	7.3%
Clothing Allowance	355			300	300	
Mileage	72		373	373		
Conferences	678		1,545	1,545		
Training	1,170		1,854	1,854		
Memberships	10,160	5,916	1,307	6,307	5,000	382.6%
Total Employee Benefits & Expenses	41,797	25,822	32,799	40,126	7,327	22.3%
Total Wages & Benefits	132,504	73,465	146,729	160,662	13,933	9.5%

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Operating Expenses						
Contracted Services	134,985	20,409	98,327	134,670	36,343	37.0%
Advertising	1,606	11,667	25,840	10,900	-14,940	(57.8%)
Eng Services	19,659	22,065	24,720	26,203	1,483	6.0%
Legal Services		5,597		6,000	6,000	
Software Licence	4,844	7,416		7,450	7,450	
Material & Supplies	4,328	5,600	10,476	10,639	163	1.6%
Publications			515	4,900	4,385	851.5%
Vehicle Licences			1,500		-1,500	(100.0%)
Fuel			500	530	30	6.0%
Hydro	2,478	2,569	3,160	3,350	190	6.0%
Room Rental						
Telephone	837	701	982	991	9	0.9%
Strategic Initiatives	2,454	36,178	64,015	41,776	-22,239	(34.7%)
Due to Ont flow-through	100,260	46,404	55,307	55,307		
Business Events	6,372		7,500	7,500		
DT Revitalization P.	5,620	9,723	7,000	7,000		
DT Revitalization C.	10,656		7,000	7,000		
DT Revitalization T.	4,526		7,000	7,000		
DT Revitalization A.			3,500	3,500		
Youth Council	955		1,000	1,000		
Grants to Landowner	41,500					
Community Grant		82,487				
Council Projects/Grants	18,236	25,739	30,598	30,598		
Interest	23,111	19,585	19,719	19,719		
Total Operating Expenses	382,427	296,140	368,659	386,033	17,374	4.7%
Departmental Tax Requirements (Revenue)	228,604	288,075	338,857	367,664	28,807	8.5%
Reserve Transfers						
Transfer to Capital	275					
Transfer to Reserve	55,406					
Transfer from Reserve	-45,909	-77,266	-70,000	-15,000	55,000	(78.6%)

# Budget Review Dept Summary Consolidated

## MUNICIPAL SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Total Reserve Transfers	9,772	-77,266	-70,000	-15,000	55,000	(78.6%)
Net Departmental Position	238,376	210,809	268,857	352,664	83,807	31.2%
Other Expenses						
Total of Department	238,376	210,809	268,857	352,664	83,807	31.2%
Total MUNICIPAL SERVICES	5,796,442	5,235,490	6,030,366	6,950,606	920,240	15.3%
Total MUNICIPAL SERVICES	5,796,442	5,235,490	6,030,366	6,950,606	920,240	15.3%

**Consolidated Fire Report - 2023 Draft Budget**  
**Fire Protection**  
**For period ending December 31, 2023**

	Council Draft 1					Council Approved Budget				
	2023 Budget					2022 Budget				
	Common	Chesley	Paisley	Tara	Total	Common	Chesley	Paisley	Tara	Total
<b>Revenue</b>										
5233 Service Calls			2,549	8,158	10,707			2,379	8,087	10,466
5235 Service Agreement - Ops			68,390	7,880	76,270			64,221		64,221
5236 Service Agreement - Cap			63,183		63,183			59,334		59,334
5237 Stand By				4,371	4,371				11,627	11,627
5267 Compliance Letters									101	101
5269 Inspections		850	850	1,000	2,700		1,837	1,000	1,000	3,837
5289 Misc Lease		9,500	9,500	9,500	28,500		9,500	9,500	9,500	28,500
5290 Misc Charges									1,486	1,486
5293 Tiered Response			5,000	5,000	10,000			5,000	5,000	10,000
5294 Incident Response		16,491	9,000	9,000	34,491		11,491	9,000	9,000	29,491
5620 Grants - Provincial						25,000				25,000
5810 Chatsworth Operating		78,869			78,869		71,444			71,444
5820 Chatsworth Capital		5,419			5,419		5,748			5,748
5900 Misc Revenue		1,000	1,000	1,000	3,000	1,107		2,041	374	3,522
5991 Bell Mobility Hydro		5,293	2,858	5,002	13,153		5,293	2,858	5,002	13,153
<b>Total Revenue</b>		117,422	162,330	50,911	330,663	26,107	105,313	155,333	51,177	337,930

**Consolidated Fire Report - 2023 Draft Budget**  
**Fire Protection**  
**For period ending December 31, 2023**

	Council Draft 1					Council Approved Budget				
	2023 Budget					2022 Budget				
	Common	Chesley	Paisley	Tara	Total	Common	Chesley	Paisley	Tara	Total
<b>Expenses</b>										
<b>Wages, Benefits &amp; Employee Related Expenses</b>										
4000 Salaries & Wages	59,635	29,813			89,448	54,684	27,338			82,022
4006 Wages on Call								7,206		7,206
4060 Wages Honorariums		12,250	14,000	13,751	40,001		12,250	14,000	13,250	39,500
4061 Wages Fire Calls		49,044	33,561	30,009	112,614		52,000	33,698	26,272	111,970
4062 Wages Fire Practice		32,666	29,401	32,668	94,735		15,614	28,826	14,580	59,020
4063 Wages Meetings		1,361	1,633	3,811	6,805		1,668	1,935	3,736	7,339
4064 Wages Mutual Aid		2,178	2,178	2,178	6,534		1,201	2,669		3,870
4065 Wages Educ & Training		10,111	10,112	10,111	30,334		8,261	4,130	3,304	15,695
4066 Wages Truck Check		4,900	4,900	6,534	16,334		801	4,804	6,406	12,011
4067 Wages Fire Prevention		2,042	2,042	2,042	6,126		2,002		534	2,536
4068 Wages Admin		1,634	1,633	1,633	4,900		3,000	3,000	4,000	10,000
4069 Wages Inspections		2,042	2,042	2,042	6,126		2,002	667	67	2,736
4072 Wages Misc		4,370			4,370		4,123			4,123
4500 Employee Benefits	16,141	16,848	8,418	9,066	50,473	13,955	15,125	7,545	7,847	44,472
4510 Clothing Allowance	900	1,980	1,980	2,167	7,027	3,300	3,000	2,000	4,720	13,020
4515 Boot Allowance								509		509
4540 Mileage	500	1,000	1,000	1,000	3,500		2,026	1,000	767	3,793
4550 Conferences	2,918	1,000	1,000	1,000	5,918		1,030	1,200	1,030	3,260
4551 Training	52,939	3,164	3,164	3,164	62,431		6,250	5,048	5,815	17,113
4552 Memberships	362	1,290	900	1,160	3,712		773	400	679	1,852
4553 Drivers Licences/Medicals		1,245	1,590	1,560	4,395					
<b>Total Wages and Benefits</b>	<b>133,395</b>	<b>178,938</b>	<b>119,554</b>	<b>123,896</b>	<b>555,783</b>	<b>71,939</b>	<b>158,464</b>	<b>118,637</b>	<b>93,007</b>	<b>442,047</b>
<b>Operating Expenses</b>										
4300 Contracted Services		6,553	1,690		8,243		6,182	1,594	2,000	9,776
4303 Legal Services		1,060			1,060		1,000			1,000
4304 Insurance		19,650	19,216	18,342	57,208		16,434	16,070	15,339	47,843
4312 Dispatch		7,843	7,084	7,084	22,011		7,399	6,756	4,777	18,932
4313 Software Licence		4,878	4,869	4,878	14,625					
4320 Bldg Mtce		2,714	3,133	4,381	10,228		2,560	2,956	4,346	9,862
4321 Equip Mtce		3,240	3,240	3,240	9,720		2,019	2,000	5,152	9,171
4323 Vehicle Repair		9,189	7,000	6,402	22,591		8,669	8,170	6,040	22,879
4340 Material & Supplies	1,862	4,388	4,256	3,219	13,725	1,757	4,232	4,108	3,412	13,509
4341 Office Supplies	1,000				1,000		839	536	1,030	2,405
4343 Air/Oxygen Bottles		1,693	1,000	1,335	4,028		1,597	408	1,542	3,547
4345 Defibrillator Supplies			1,060	1,102	2,162			1,000	1,040	2,040
4346 Fire Extinguishers			587	363	950			554	342	896
4347 Fire Prevention	1,500	1,151	1,000	1,000	4,651	25,000	1,086	677	512	27,275
4348 Inspection		494			494		466			466
4349 Small Tools		865		541	1,406		816		510	1,326

**Consolidated Fire Report - 2023 Draft Budget**  
**Fire Protection**  
**For period ending December 31, 2023**

	Council Draft 1					Council Approved Budget				
	2023 Budget					2022 Budget				
	Common	Chesley	Paisley	Tara	Total	Common	Chesley	Paisley	Tara	Total
4360 Vehicle Licences	127				127	120				120
4361 Tanker Truck		1,717			1,717		1,620			1,620
4362 Meeting		1,000	1,000	1,000	3,000	1,000				1,000
4370 Fuel	2,120	2,015	2,500	1,797	8,432	2,000	1,901	2,084	1,695	7,680
4371 Natural Gas				1,884	1,884				1,777	1,777
4372 Propane		2,292	5,657		7,949		2,120	2,406		4,526
4373 Hydro		6,767	5,604	10,190	22,561		6,384	4,909	9,613	20,906
4374 Water & Sewer		1,296		1,419	2,715		1,223	651	1,339	3,213
4390 Telephone		2,681	1,131	3,087	6,899		2,529	1,067	2,912	6,508
4391 Radio & Pager		1,261	1,312	1,977	4,550		1,190	294	1,865	3,349
4392 Radio Licence			830	640	1,470			1,121	604	1,725
4600 Miscellaneous	750				750	750				750
4602 Pandemic Costs		470			470		470	303	1,159	1,932
<b>Total Operating Expenses</b>	<b>7,359</b>	<b>83,217</b>	<b>72,169</b>	<b>73,881</b>	<b>236,626</b>	<b>30,627</b>	<b>70,736</b>	<b>57,664</b>	<b>67,006</b>	<b>226,033</b>
<b>Total Expenses</b>	<b>140,754</b>	<b>262,155</b>	<b>191,723</b>	<b>197,777</b>	<b>792,409</b>	<b>102,566</b>	<b>229,200</b>	<b>176,301</b>	<b>160,013</b>	<b>668,080</b>
<b>Net Departmental Position (Exp over Rev)</b>	<b>-140,754</b>	<b>-144,733</b>	<b>-29,393</b>	<b>-146,866</b>	<b>-461,746</b>	<b>-76,459</b>	<b>-123,887</b>	<b>-20,968</b>	<b>-108,836</b>	<b>-330,150</b>
<b>Other Revenue Sources and Transfers</b>										
9230 Transfer from Reserve	36,926	9,413			46,339		470	303	1,159	1,932
<b>Total Other Revenue Sources and Transfers</b>	<b>36,926</b>	<b>9,413</b>			<b>46,339</b>		<b>470</b>	<b>303</b>	<b>1,159</b>	<b>1,932</b>
<b>Other Expense Sources and Transfers</b>										
9020 Transfer to Capital		15,800	15,800	15,800	47,400		16,759	6,044	15,759	38,562
9030 Transfer to Reserve	50,000	14,000	74,683	11,500	150,183	50,000	14,000	70,834	11,500	146,334
9050 Int Transfer	-16,226	16,225			-1					
<b>Total Other Expense Sources and Transfers</b>	<b>33,774</b>	<b>46,025</b>	<b>90,483</b>	<b>27,300</b>	<b>197,582</b>	<b>50,000</b>	<b>30,759</b>	<b>76,878</b>	<b>27,259</b>	<b>184,896</b>
<b>Total Net Departmental Position (Exp over Rev)</b>	<b>-137,602</b>	<b>-181,345</b>	<b>-119,876</b>	<b>-174,166</b>	<b>-612,989</b>	<b>-126,459</b>	<b>-154,176</b>	<b>-97,543</b>	<b>-134,936</b>	<b>-513,114</b>

# Budget Review Dept Summary

## BUILDING & BYLAW ENFORCEMENT SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>BUILDING &amp; BYLAW ENFORCEMENT SERVICES</b>						
<b>Building</b>						
01-2042 Protection-Building Inspection	0	-40,750	0	0	0	
<b>Total Building</b>		<b>-40,750</b>				<b>#DIV/0!</b>
<b>ByLaw</b>						
01-2041 Protection-Animal Control	13	-994	-3,615	0	3,615	(100.0%)
01-2044 Protection-Property Standards	6,899	48,724	8,464	60,261	51,797	612.0%
01-2060 Protection-By-Law/POA Parking	0	2,594	44,954	0	-44,954	(100.0%)
<b>Total ByLaw</b>	<b>6,912</b>	<b>50,324</b>	<b>49,803</b>	<b>60,261</b>	<b>10,458</b>	<b>21.0%</b>
<b>Total BUILDING &amp; BYLAW ENFORCEMENT SERVICES</b>	<b>6,912</b>	<b>9,574</b>	<b>49,803</b>	<b>60,261</b>	<b>10,458</b>	<b>21.0%</b>

# Budget Review Dept Summary

## Building Inspection

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>Building</b>						
<b>01-2042 Protection-Building Inspection</b>						
<b>Revenue</b>						
5267 Compliance Letters	9,721	4,551	10,500	8,000	(2,500)	23.8%
5275 Permit Fee	224,575	176,331	175,000	150,000	(25,000)	14.3%
5320 Gov Tsfr - Provincial			30,000	30,000		
5600 Grants - Federal		21,370				
5900 Misc Revenue			2,000	2,000		
Total Revenue	-234,296	-202,252	-217,500	-190,000	27,500	(12.6%)
<b>Expenses</b>						
Wages						
4000 Salaries & Wages	99,801	96,688	100,613	136,716	36,103	35.9%
4040 Wages Stats	69					
4042 Wages Sick Pay	28					
4090 Wages Pandemic						
Total Wages	99,898	96,688	100,613	136,716	36,103	35.9%
Employee Benefits & Expenses						
4500 Employee Benefits	28,502	30,742	24,864	38,439	13,575	54.6%
4510 Clothing Allowance	464	183	150	150		
4515 Boot Allowance		256	250	250		
4550 Conferences			2,500	2,500		
4551 Training	1,130	531	3,090	3,090		
4552 Memberships	220	572	721	650	-71	(9.8%)
Total Employee Benefits & Expenses	30,316	32,284	31,575	45,079	13,504	42.8%
Total Wages & Benefits	130,214	128,972	132,188	181,795	49,607	37.5%
Operating Expenses						
4300 Contracted Services	2,612					

## Budget Review Dept Summary

### Building Inspection

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>4303 Legal Services</b>	489		5,150	5,459	309	6.0%
<b>4304 Insurance</b>	591	715	670	801	131	19.6%
<b>4313 Software Licence</b>	13,738	16,494	18,256	19,351	1,095	6.0%
<b>4323 Vehicle Repair</b>	350	740	1,648	1,250	-398	(24.2%)
<b>4340 Material &amp; Supplies</b>	1,827	317	5,150	4,500	-650	(12.6%)
<b>4341 Office Supplies</b>	86	170	5,075	4,500	-575	(11.3%)
<b>4360 Vehicle Licences</b>	240	240	247	262	15	6.1%
<b>4364 Computer Supplies</b>	4,324	461	6,180	5,000	-1,180	(19.1%)
<b>4370 Fuel</b>	2,485	3,366	2,500	3,500	1,000	40.0%
<b>4390 Telephone</b>	525	317	662	702	40	6.0%
<b>4601 Strategic Initiatives</b>				30,000	30,000	100%
<b>4602 Pandemic Costs</b>			64	64		
<b>Total Operating Expenses</b>	27,267	22,820	45,602	75,389	29,787	65.3%
<b>Departmental Tax Requirements (Revenue)</b>	-76,815	-50,460	-39,710	67,184	106,894	(269.2%)
<b>Reserve Transfers</b>						
<b>9020 Transfer to Capital</b>			30,000		-30,000	(100.0%)
<b>9030 Transfer to Reserve</b>	105,559	9,774	9,774		-9,774	(100.0%)
<b>9230 Transfer from Reserve</b>	-28,744	-64	-64	-67,184	-67,120	104,875.0%
<b>Total Reserve Transfers</b>	76,815	9,710	39,710	-67,184	-106,894	(269.2%)
<b>Net Departmental Position</b>		-40,750				
<b>Other Expenses</b>						
<b>Total of Department</b>		-40,750				
<b>Total Building</b>		<b>-40,750</b>				<b>#DIV/0!</b>

**Consolidated Bylaw Enforcement Report - 2023 Draft Budget**  
**ByLaw**  
**For period ending December 31, 2023**

	Council Draft 1				Council Approved			
	2023 Budget				2022 Budget			
	Animal Control	Property Standards	Bylaw	Total	Animal Control	Property Standards	Bylaw	Total
<b>Revenue</b>								
5270 Licence Fee	16,000			16,000	16,000			16,000
5680 Grants Other	2,000			2,000	2,000			2,000
5960 Fines	400			400	800		2,000	2,800
<b>Total Revenue</b>	<b>18,400</b>			<b>18,400</b>	<b>18,800</b>		<b>2,000</b>	<b>20,800</b>
<b>Expenses</b>								
<b>Wages, Benefits &amp; Employee Related Expenses</b>								
4000 Salaries & Wages		4,098		4,098		3,787		3,787
4500 Employee Benefits		1,019		1,019		895		895
<b>Total Wages and Benefits</b>		<b>5,117</b>		<b>5,117</b>		<b>4,682</b>		<b>4,682</b>
<b>Operating Expenses</b>								
4300 Contracted Services	11,861	46,954		58,815	11,199		46,954	58,153
4303 Legal Services		8,190		8,190		3,009		3,009
4309 Contract Livestock Claims	2,235			2,235	2,235			2,235
4310 Contract Pound Fees	1,092			1,092	1,030			1,030
4323 Vehicle Repair						773		773
4340 Material & Supplies	764			764	721			721
<b>Total Operating Expenses</b>	<b>15,952</b>	<b>55,144</b>		<b>71,096</b>	<b>15,185</b>	<b>3,782</b>	<b>46,954</b>	<b>65,921</b>
<b>Total Expenses</b>	<b>15,952</b>	<b>60,261</b>		<b>76,213</b>	<b>15,185</b>	<b>8,464</b>	<b>46,954</b>	<b>70,603</b>
<b>Net Departmental Position (Exp over Rev)</b>	<b>2,448</b>	<b>-60,261</b>		<b>-57,813</b>	<b>3,615</b>	<b>-8,464</b>	<b>-44,954</b>	<b>-49,803</b>
<b>Other Expense Sources and Transfers</b>								
9030 Transfer to Reserve	2,448			2,448				
<b>Total Other Expense Sources and Transfers</b>	<b>2,448</b>			<b>2,448</b>				
<b>Total Net Departmental Position (Exp over Rev)</b>		<b>-60,261</b>		<b>-60,261</b>	<b>3,615</b>	<b>-8,464</b>	<b>-44,954</b>	<b>-49,803</b>

# Budget Review Dept Summary

## WATER AND SEWER SERVICES

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>WATER AND SEWER SERVICES</b>						
<b>SHARED ADMINISTRATION</b>						
01-3005 Environmental-Sewer&Water-Common	3	-4,032	0	0	0	
<b>Total SHARED ADMINISTRATION</b>	<b>3</b>	<b>-4,032</b>				<b>#DIV/0!</b>
<b>SEWER</b>						
01-3012 Environmental-Sewage-Chesley	0	-2,549	-1	0	1	(100.0%)
01-3015 Environmental-Sewage-Paisley	-2	65,399	0	0	0	
01-3017 Environmental-Sewage-Tara	-1	-69,189	2	0	-2	(100.0%)
<b>Total SEWER</b>	<b>-3</b>	<b>-6,339</b>	<b>1</b>		<b>-1</b>	<b>(100.0%)</b>
<b>WATER</b>						
01-3030 Environmental-Source Water Protection	0	0	0	0	0	
01-3032 Environmental-Water-Chesley/Paisley	0	57,678	-2	0	2	(100.0%)
01-3036 Environmental-Water-Tara	2	-36,232	0	0	0	
<b>Total WATER</b>	<b>2</b>	<b>21,446</b>	<b>-2</b>		<b>2</b>	<b>(100.0%)</b>
<b>STORM</b>						
01-3018 Environmental-Storm Water-Catch Basins	23,364	11,138	25,501	27,355	1,854	7.3%
01-3019 Environmental-Storm Water-Ditches	20,141	30,790	19,431	28,000	8,569	44.1%
<b>Total STORM</b>	<b>43,505</b>	<b>41,928</b>	<b>44,932</b>	<b>55,355</b>	<b>10,423</b>	<b>23.2%</b>
<b>Total WATER AND SEWER SERVICES</b>	<b>43,507</b>	<b>53,003</b>	<b>44,931</b>	<b>55,355</b>	<b>10,424</b>	<b>23.2%</b>

# Budget Review Dept Summary

## Shared Costs

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>WATER AND SEWER SERVICES</b>						
<b>SHARED ADMINISTRATION</b>						
<b>01-3005 Environmental-Sewer&amp;Water-Common</b>						
<b>Revenue</b>						
5320 Gov Tsfr - Provincial						#DIV/0!
5900 Misc Revenue		1,320				#DIV/0!
5907 Insurance Proceeds	5,618					#DIV/0!
Total Revenue	-5,618	-1,320				#DIV/0!
<b>Expenses</b>						
Wages						
4000 Salaries & Wages	72,870	59,982	154,346	171,861	17,515	11.3%
4004 Wages Student			9,005	9,005		
4006 Wages on Call	10,479	10,100	10,200	10,200		
4034 Wages Overtime	103	490	10,337	10,337		
4038 Wages Vacation	28,602	23,833	436	360	-76	(17.4%)
4040 Wages Stats	12,674	13,788				#DIV/0!
4042 Wages Sick Pay	9,395	30,590				#DIV/0!
4044 Wages Health & Safety	196	161				#DIV/0!
4046 Wages Training	3,431	9,859				#DIV/0!
Total Wages	137,750	148,803	184,324	201,763	17,439	9.5%
Employee Benefits & Expenses						
4500 Employee Benefits	38,664	47,744	48,781	57,807	9,026	18.5%
4510 Clothing Allowance	2,181	2,605	2,250	2,250		
4514 Drivers Licences (inactive)						#DIV/0!
4515 Boot Allowance	824	1,136	1,250	1,250		

## Budget Review Dept Summary

### Shared Costs

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
<b>4551 Training</b>	1,831	11,241	8,958	10,000	1,042	11.6%
<b>4552 Memberships</b>	418	305	214	350	136	63.6%
<b>4553 Drivers Licences/Medicals</b>		364		240	240	#DIV/0!
<b>Total Employee Benefits &amp; Expenses</b>	43,918	63,395	61,453	71,897	10,444	17.0%
<b>Total Wages &amp; Benefits</b>	181,668	212,198	245,777	273,660	27,883	11.3%
<b>Operating Expenses</b>						
<b>4300 Contracted Services</b>	3,120	20,799	9,364	5,000	-4,364	(46.6%)
<b>4302 Eng Services</b>	16,188	22,385	20,807	25,400	4,593	22.1%
<b>4304 Insurance</b>	1,071	1,275	1,195	1,429	234	19.6%
<b>4305 Health &amp; Safety</b>	1,784	417	2,232	2,000	-232	(10.4%)
<b>4308 Courier Service</b>	203	26	202	200	-2	(1.0%)
<b>4323 Vehicle Repair</b>	7,531	10,025	6,242	6,617	375	6.0%
<b>4340 Material &amp; Supplies</b>	13,165	25,434	6,878	7,291	413	6.0%
<b>4342 Cleaning Supplies</b>		2,277	2,500	2,500		
<b>4344 Health &amp; Safety Supplies</b>	435	1,147	1,003	1,500	497	49.6%
<b>4349 Small Tools</b>		280	536	568	32	6.0%
<b>4360 Vehicle Licences</b>	532	480	671	700	29	4.3%
<b>4370 Fuel</b>	17,515	16,011	11,819	16,000	4,181	35.4%
<b>4371 Natural Gas</b>		2,827		400	400	#DIV/0!
<b>4373 Hydro</b>	3,330	2,536	5,076	5,381	305	6.0%
<b>4381 Equip Rental</b>		33	161	175	14	8.7%
<b>4390 Telephone</b>	3,338	2,824	5,178	4,000	-1,178	(22.8%)
<b>4602 Pandemic Costs</b>	30					#DIV/0!
<b>4660 Third Party Recovery</b>		1,955	6,000	6,000		
<b>Total Operating Expenses</b>	68,242	110,731	79,864	85,161	5,297	6.6%
<b>Departmental Tax Requirements (Revenue)</b>	244,292	321,609	325,641	358,821	33,180	10.2%

# Budget Review Dept Summary

## Shared Costs

		December	2022	2023	Budget	Budget
	2021	2022	Council Approved	Council Draft 1	\$	%
	Actuals	Actuals	2022 Total Budget	2023 Total Budget	Variance	Variance
Reserve Transfers						
9020 Transfer to Capital						#DIV/0!
9030 Transfer to Reserve	74,241					#DIV/0!
9230 Transfer from Reserve	-318,530	-325,641	-325,641	-358,821	-33,180	10.2%
Total Reserve Transfers	-244,289	-325,641	-325,641	-358,821	-33,180	10.2%
Net Departmental Position	3	-4,032				#DIV/0!
Other Expenses						
4900 Amortization						#DIV/0!
Total of Department	3	-4,032				#DIV/0!
<b>Total SHARED ADMINISTRATION</b>	<b>3</b>	<b>-4,032</b>				<b>#DIV/0!</b>
<b>Total WATER AND SEWER SERVICES</b>	<b>3</b>	<b>-4,032</b>				<b>#DIV/0!</b>
<b>Total Shared Costs</b>	<b>3</b>	<b>-4,032</b>				<b>#DIV/0!</b>

**Consolidated Water Report - 2023 Draft Budget**  
**WATER**  
**For period ending December 31, 2023**

	Council Draft 1				Council Approved			
	2023 Budget				2022 Budget			
	Source Water	Chesley/Paisley	Tara	Total	Source Water	Chesley/Paisley	Tara	Total
<b>Revenue</b>								
5200 Flat Fee Tax - Res		609,929	356,763	966,692	583,702	583,702	335,885	1,503,289
5201 Flat Fee Tax - Com		81,345	24,183	105,528	80,150	80,150	23,944	184,244
5203 User Fee - Com		70,171		70,171	75,703	75,703		151,406
5204 User Fee - Metered		1,207	35,529	36,736	274	274	33,769	34,317
5205 User Fee - Residential		384,123		384,123	366,494	366,494		732,988
5207 Monthly Flat Fee			4,892	4,892			4,203	4,203
5230 Connection Fee		33,444	5,246	38,690	11,331	11,331	5,194	27,856
5233 Service Calls		2,653	55	2,708	2,627	2,627	54	5,308
5289 Misc Lease		9,727		9,727	7,439	7,439		14,878
<b>Total Revenue</b>		1,192,599	426,668	1,619,267	1,127,720	1,127,720	403,049	2,658,489
<b>Expenses</b>								
<b>Wages, Benefits &amp; Employee Related Expenses</b>								
4000 Salaries & Wages		73,307	40,964	114,271	62,785	62,785	47,409	172,979
4034 Wages Overtime		2,150	2,655	4,805	2,150	2,150	2,655	6,955
4500 Employee Benefits		25,875	14,365	40,240	19,734	19,734	14,578	54,046
<b>Total Wages and Benefits</b>		101,332	57,984	159,316	84,669	84,669	64,642	233,980
<b>Operating Expenses</b>								
4300 Contracted Services	6,500	24,600	8,250	39,350	19,885	19,885	18,533	58,303
4302 Eng Services		1,200	1,040	2,240	536	536	1,040	2,112
4304 Insurance		24,758	9,786	34,544	20,705	20,705	8,184	49,594
4306 Lab Services		6,617	6,065	12,682	6,242	6,242	5,722	18,206
4340 Material & Supplies		25,939	9,280	35,219	25,618	25,618	9,277	60,513
4365 Chemicals		3,000	1,060	4,060	3,000	3,000	1,000	7,000
4371 Natural Gas		1,800	800	2,600			697	697
4373 Hydro		41,793	21,523	63,316	39,427	39,427	20,305	99,159
4374 Water & Sewer					1,650	1,650	1,700	5,000
4376 Property Taxes		1,677	5,658	7,335				
4390 Telephone			2,385	2,385			2,250	2,250
<b>Total Operating Expenses</b>	6,500	131,384	65,847	203,731	117,063	117,063	68,708	302,834
<b>Total Expenses</b>	6,500	232,716	123,831	363,047	201,732	201,732	133,350	536,814
<b>Net Departmental Position (Exp over Rev)</b>	-6,500	959,883	302,837	1,256,220	925,988	925,988	269,699	2,121,675

**Consolidated Water Report - 2023 Draft Budget**  
**WATER**  
**For period ending December 31, 2023**

	Council Draft 1				Council Approved			
	2023 Budget				2022 Budget			
	Source Water	Chesley/Paisley	Tara	Total	Source Water	Chesley/Paisley	Tara	Total
<b>Other Revenue Sources and Transfers</b>								
9230 Transfer from Reserve	6,500			6,500				
<b>Total Other Revenue Sources and Transfers</b>	6,500			6,500				
<b>Other Expense Sources and Transfers</b>								
9030 Transfer to Reserve		959,883	302,837	1,262,720	925,986	925,986	269,699	2,121,671
<b>Total Other Expense Sources and Transfers</b>		959,883	302,837	1,262,720	925,986	925,986	269,699	2,121,671
<b>Total Net Departmental Position (Exp over Rev)</b>					2	2		4

**Consolidated Sewer Report - 2023 Draft Budget**  
**SEWER**  
For period ending December 31, 2023

	Council Draft 1				Council Approved			
	2023 Budget				2022 Budget			
	Chesley	Paisley	Tara	Total	Chesley	Paisley	Tara	Total
<b>Revenue</b>								
5200 Flat Fee Tax - Res	501,164		245,146	746,310	483,281		231,026	714,307
5201 Flat Fee Tax - Com	86,715		16,864	103,579	84,189		16,146	100,335
5202 Flat Fee - Res		250,214	4,733	254,947		235,693	4,329	240,022
5203 User Fee - Com	1,809	40,018		41,827	754	38,852		39,606
5204 User Fee - Metered			57,016	57,016			29,223	29,223
5230 Connection Fee	3,247	3,740	6,793	13,780	3,153	3,632	6,599	13,384
5231 Connection on Tax							1,209	1,209
5232 Frontage on Tax							2,412	2,412
<b>Total Revenue</b>	<b>592,935</b>	<b>293,972</b>	<b>330,552</b>	<b>1,217,459</b>	<b>571,377</b>	<b>278,177</b>	<b>290,944</b>	<b>1,140,498</b>
<b>Expenses</b>								
<b>Wages, Benefits &amp; Employee Related Expenses</b>								
4000 Salaries & Wages	33,160	33,599	10,159	76,918	30,755	30,755	13,111	74,621
4034 Wages Overtime	1,927	2,852	267	5,046	1,927	2,852	267	5,046
4500 Employee Benefits	11,719	12,456	3,402	27,577	9,719	9,892	3,898	23,509
<b>Total Wages and Benefits</b>	<b>46,806</b>	<b>48,907</b>	<b>13,828</b>	<b>109,541</b>	<b>42,401</b>	<b>43,499</b>	<b>17,276</b>	<b>103,176</b>
<b>Operating Expenses</b>								
4300 Contracted Services	9,140	2,200	920	12,260	15,491	16,924	3,598	36,013
4302 Eng Services	1,000	3,000	1,500	5,500		663		663
4304 Insurance	6,119	18,805	3,004	27,928	5,117	15,726	2,512	23,355
4306 Lab Services	9,914	2,914	2,755	15,583	9,353	2,749	2,599	14,701
4340 Material & Supplies	11,389	13,000	8,254	32,643	13,288	6,437	7,787	27,512
4365 Chemicals	9,000	11,000	8,480	28,480	8,000	11,000	8,000	27,000
4373 Hydro	52,456	54,853	6,629	113,938	49,487	51,748	6,254	107,489
4374 Water & Sewer					640	11,470	13,970	26,080
4376 Property Taxes	2,177	17,196	18,481	37,854				
4390 Telephone	872	2,700	965	4,537	823	1,452	910	3,185
4601 Strategic Initiatives	16,000			16,000				
<b>Total Operating Expenses</b>	<b>118,067</b>	<b>125,668</b>	<b>50,988</b>	<b>294,723</b>	<b>102,199</b>	<b>118,169</b>	<b>45,630</b>	<b>265,998</b>
<b>Total Expenses</b>	<b>164,873</b>	<b>174,575</b>	<b>64,816</b>	<b>404,264</b>	<b>144,600</b>	<b>161,668</b>	<b>62,906</b>	<b>369,174</b>

**Consolidated Sewer Report - 2023 Draft Budget**  
**SEWER**  
**For period ending December 31, 2023**

	Council Draft 1				Council Approved			
	2023 Budget				2022 Budget			
	Chesley	Paisley	Tara	Total	Chesley	Paisley	Tara	Total
<b>Net Departmental Position (Exp over Rev)</b>	428,062	119,397	265,736	813,195	426,777	116,509	228,038	771,324
<b>Other Revenue Sources and Transfers</b>								
<b>Total Other Revenue Sources and Transfers</b>								
<b>Other Expense Sources and Transfers</b>								
9030 Transfer to Reserve	428,062	119,397	265,736	813,195	426,776	116,509	228,040	771,325
<b>Total Other Expense Sources and Transfers</b>	<b>428,062</b>	<b>119,397</b>	<b>265,736</b>	<b>813,195</b>	<b>426,776</b>	<b>116,509</b>	<b>228,040</b>	<b>771,325</b>
<b>Total Net Departmental Position (Exp over Rev)</b>					1		-2	-1

**Consolidated Storm Water Report - 2023 Draft Budget**  
**STORM**  
**For period ending December 31, 2023**

	Council Draft 1			Council Approved		
	2023 Budget			2022 Budget		
	Catch Basins	Ditches	Total	Catch Basins	Ditches	Total
<b>Revenue</b>						
<b>Total Revenue</b>						
<b>Expenses</b>						
<b>Wages, Benefits &amp; Employee Related Expenses</b>						
4000 Salaries & Wages	10,969	5,990	16,959	10,046	8,823	18,869
4034 Wages Overtime	190		190	190		190
4038 Wages Vacation				45	38	83
4500 Employee Benefits	3,636	2,010	5,646	2,980	2,570	5,550
<b>Total Wages and Benefits</b>	<b>14,795</b>	<b>8,000</b>	<b>22,795</b>	<b>13,261</b>	<b>11,431</b>	<b>24,692</b>
<b>Operating Expenses</b>						
4300 Contracted Services	10,500	10,000	20,500	10,240	4,000	14,240
4302 Eng Services	500		500			
4340 Material & Supplies	1,060	10,000	11,060	1,000	4,000	5,000
4381 Equip Rental	500		500	1,000		1,000
4601 Strategic Initiatives	56,404		56,404			
<b>Total Operating Expenses</b>	<b>68,964</b>	<b>20,000</b>	<b>88,964</b>	<b>12,240</b>	<b>8,000</b>	<b>20,240</b>
<b>Total Expenses</b>	<b>83,759</b>	<b>28,000</b>	<b>111,759</b>	<b>25,501</b>	<b>19,431</b>	<b>44,932</b>
<b>Net Departmental Position (Exp over Rev)</b>	<b>-83,759</b>	<b>-28,000</b>	<b>-111,759</b>	<b>-25,501</b>	<b>-19,431</b>	<b>-44,932</b>
<b>Other Revenue Sources and Transfers</b>						
9230 Transfer from Reserve	56,404		56,404			
<b>Total Other Revenue Sources and Transfers</b>	<b>56,404</b>		<b>56,404</b>			
<b>Other Expense Sources and Transfers</b>						
<b>Total Other Expense Sources and Transfers</b>						
<b>Total Net Departmental Position (Exp over Rev)</b>	<b>-27,355</b>	<b>-28,000</b>	<b>-55,355</b>	<b>-25,501</b>	<b>-19,431</b>	<b>-44,932</b>

## Schedule D

### Grant and Donation Policy Summary of Budget Considerations for 2023 By-Law 45-2021

Total Budget Available for 2022	<u>30,598</u>
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Total Budget Available for 2023	<u>30,598</u>
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\*\* no change reflected in 2023 Budget

#### Grant Request

Schedule B	Application Forms Received	35,214
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#### Additional Requests (January 9th, 2023)

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35,214

Schedule D	Financial Commitments	9,490
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Schedule E	Facility Commitments	10,027
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Reserve	Future Requests	
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54,732

## Schedule D

**The Corporation of the Municipality of Arran-Elderslie  
Grant and Donation Policy  
Schedule B - Application Form  
Grant and Donation Requests for 2023  
By-Law 45-2021**

<b>Organization</b>	<b>Project Description</b>	<b>Amount Requested</b>
Crime Stoppers of Grey Bruce	<p>Crime Stoppers of Grey Bruce is requesting core funding from the Municipality of Arran-Elderslie in the amount of \$2,000 annually to be used toward ongoing operational expenses. Crime Stoppers is at a crisis point. There are enough funds left to support this program for the next two years. Without the assistance of your municipality, and every other municipality in Grey Bruce, the program may then have to close due to lack of funding. Like many other organizations, Covid has proved a challenge to fundraising.</p> <p>Our program serves Grey and Bruce counties, including the Municipality of Arran-Elderslie, by allowing the public to anonymously report information about unsolved crimes, crimes about to occur, and the locations of wanted persons, illicit drugs, and stolen property. We offer anonymous cash rewards ranging from \$50 up to \$2,000 for successful tips. Tips can be given anonymously by phone at 1-800-222-TIPS (8477), by Web Tip at <a href="http://www.cstip.ca">www.cstip.ca</a>, or via our P3 Tips Mobile app.</p> <p><b>** \$2,000 Grant provided in 2020 and 2021; \$2,000 was requested in 2022 and was not awarded due to budget constraints</b></p>	\$ 2,000
Saugeen Economic Development Corporation - Hawks' Nest Sponsorship	<p>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 third event is scheduled for May 17th, 2023 in Owen Sound.</p> <p>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.</p> <p>Arran-Elderslie has been asked to become a Partner Level Sponsor for 2023.</p> <p><b>** This is a new request, no previous grants have been awarded for this initiative</b></p>	\$ 2,000

**The Corporation of the Municipality of Arran-Elderslie**  
**Grant and Donation Policy**  
**Schedule B - Application Form**  
**Grant and Donation Requests for 2023**  
**By-Law 45-2021**

<b>Organization</b>	<b>Project Description</b>	<b>Amount Requested</b>
Tara Curling Club	<p>The Tara Curling Club has historically rented the community hall to enhance our bonspiels and similar events. During these occasions, we typically do not use the kitchen facility in the hall as we use our own kitchen, dishwasher and bar located in the Curling Club. Our members generally complete the set up and clean up in the community hall when we use it. E.g. We recently hosted a Senior Men's Bonspiel (2 full draws) and rented the community hall where we served lunch to the participants. We only used approximately 1/3 of the hall space, and only required the hall for approximately 4 hours of the day. Our volunteers used the Tara Curling Club dishes, dishwasher and kitchen facilities, and cleaned up the hall afterward.</p> <p>The Tara Curling Club has had a mutually beneficial long-term seasonal shared usage agreement with the municipality for the Curling Club facility. We would appreciate an opportunity to attend in person to discuss options related to this request.</p> <p>In-kind donation - complimentary use of community centre hall approximately 6 times per year (approx. value \$2,500).</p> <p><b>** The Municipality's Grant and Donation Policy, Schedule E Facility Commitments includes 1 day annually for the Hall and Kitchen rental, as per the current agreement with the Tara Curling Club. Valued at \$477.34.</b></p> <p><b>** Value of in-kind donation determined using the Tara Community Centre, Unlicensed fee of \$202.41 excluding HST</b></p>	\$ 1,214
Chesley Hospital Foundation	<p>The Chesley Hospital Foundation aims to be the bridge between exceptional local healthcare and the communities of Arran-Elderslie. By working with local organizations, businesses and individuals we raise funds to purchase new and necessary medical equipment for the Chesley Hospital.</p> <p>The Chesley Hospital Foundation is looking to fulfill this years capital commitment of \$323,700 in preparation of a Capital Campaign launching for the 2023/2024 fiscal year. Next year we will be launching a capital campaign for an X-Ray Suite Renovation which will take a few years to fully fund. That's why we are starting to look at local opportunities for funding to help keep afloat of our commitments. Having a well-equipped hospital is vital to the overall health of the Arran-Elderslie Community. Funding for Hospital Equipment ensures Doctors, Nurses, Technicians etc have the necessary equipment for their roles, helping to attract and retain staff while offering vital equipment to invest in their skills.</p> <p><b>** The Foundation submitted a request in 2022 and was awarded \$2,620. Council chose to also award \$2,620 to Saugeen Memorial Hospital Foundation, and \$2,620 to the Walkerton &amp; District Hospital Foundation.</b></p>	\$ 30,000
<b>Total Grant Requests Received by Application Form</b>		<b>\$ 35,214</b>

**Additional Requests Received by Delegation of Council During Budget Meetings**

The Corporation of the Municipality of Arran-Elderslie  
 Grant and Donation Policy  
 Schedule B - Application Form  
 Grant and Donation Requests for 2023  
 By-Law 45-2021

Organization	Project Description	Amount Requested
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Additional Requests Received by Motion

\$ 35,214

## Schedule D

**The Corporation of the Municipality of Arran-Elderslie  
Grant and Donation Policy  
Schedule D - Financial Commitments  
By-Law 45-2021**

Commitment

Community Events Funding		
Temporary Seed Financing	Annual Repayment	
Liability Insurance Coverage	50% to a maximum of \$2,000	
Disaster Relief		
Case-by-case Basis	In accordance with donations made by other local municipalities	
Employee's Christmas		
Annual Christmas Dinner	Open to all employees on payroll at the time of the event	\$ 2,500.00 **
Enhancement of Parks and Roadsides		
Chesley Horticultural Society/ Chesley Chamber of Commerce	Up to \$1,500 with receipts or invoices	\$ 1,500.00
Friends of Paisley Flower	Up to \$1,500 with receipts or invoices	\$ 1,500.00
Tara Horticultural Society	Up to \$1,500 with receipts or invoices	\$ 1,500.00
** for maintenance of Municipal Parks	\$300 with receipts or invoices	\$ 300.00
** for watering per Res.8-147-2014	\$1,500 annually	\$ 1,500.00 **
Fall Fairs		
Arran-Tara Agricultural Society	\$500 plus rental fees for free-use days	\$ 500.00
Chesley Agricultural Society	\$500 plus rental fees for free-use days	\$ 500.00
Paisley Agricultural Society	\$500 plus rental fees for free-use days	\$ 500.00
Firefighters – Municipal Fire Departments		
Chesley	\$250 – Christmas Holiday Celebrations	\$ 250.00
Paisley	\$250 – Christmas Holiday Celebrations	\$ 250.00
Tara	\$250 – Christmas Holiday Celebrations	\$ 250.00
Memorials		
Sitting member of Council or an Employee	Floral memorials, \$75	
Immediate family member of a sitting member of Council or an Employee	Monetary donation of \$50	\$ 200.00
Local public figure, at direction of Council	Monetary donation of \$50	
Non-Municipal Community Centres		
West Arran Community Centre	50% of property taxes or \$800	\$ 800.00
Parades		
Local Group, Sponsorship of a Christmas Parade	\$300	\$ 900.00
Remembrance Day Support of Royal Canadian Legions		
Chesley	One wreath	\$ 60.00
Paisley	Two wreaths	\$ 120.00
Tara	One wreath	\$ 60.00
Schools Cleanup		
Urban municipal parkland or roadside	\$100 per school	* not an annual event
Rural municipal roadside	\$500 per school	
Schools Commencement		
Graduation Award Ceremony	Up to \$100 and a history book, per elementary school	\$ 300.00
Secondary School Graduate	\$100	
Long-term Achievement Award	In lieu of Annual Awards	
		<b>\$ 13,490.00</b>
** these items have been reallocated to the respective departments operating budget		\$ (4,000.00)
<b>Grants and Donations by Council</b>		<b>\$ 9,490.00</b>

## Schedule D

**The Corporation of the Municipality of Arran-Elderslie**  
**Grant and Donation Policy**  
**Schedule E - Facility Commitments**  
**By-Law 45-2021**

Rates determined by Fees & Charges By-Law		# Days	Commitment	
<b>Chesley Curling Club</b>				
Kitchen use	15 days annually	15 \$ 63.19	947.85	
Hall, kitchen and boardroom	1 day annually	1 \$ 531.44	531.44	
Curling club floor during off ice season	4 days annually	4 \$ 531.44	2,125.76	
** as per agreement				
<b>Paisley Curling Club</b>				
Hall and Kitchen	2 days annually	2 \$ 415.39	830.78	
** as per agreement		2 \$ 63.19	126.38	
<b>Tara Curling Club</b>				
Hall and kitchen	1 day annually	1 \$ 415.39	415.39	
** as per agreement		1 \$ 63.19	63.19	
<b>Tara Festival of Crafts</b>				
Reduced fees	3-day annual event	3 \$ 198.44	595.32	
** as per agreement				
<b>Chesley Kinsman Club</b>				
Kinsmen Pavillion	3 days annually for July Fest	3 \$ 105.69	317.07	
Kinsmen Pavillion	20 days annually	20 \$ 105.69	2,113.80	
** as per agreement				
<b>Chesley Agricultural Society</b>				
Building and grounds for Fall Fair	3 days annually	3 \$ 272.97	818.91	
Hall and kitchen for Jamborees	2 days annually	2 \$ 272.97	545.94	
** as per agreement				
<b>Tara Agricultural Society</b>				
Building and grounds for Fall Fair	3 days annually	3 \$ 198.44	595.32	
** as per agreement				
			<b>10,027.15</b>	

**Capital Financial Report  
Budget  
2023**

			2023	2023	2023	2023	2023	2024
	LTD	Unspent Budget		Capital				
	Budget	Carry-forward	Expenses	Requests	Grants	Donations	Reserves	Expenses
<b>MUNICIPAL SERVICES</b>								
<b>GENERAL GOVERNMENT</b>								
21-GENG-0001 BLDG-Municipal Office Basement Renovations	50,000	50,000	50,000	100,000			100,000	
21-GENG-0002 EQUIP-Efficiency/Modernization-IT Upgrades	51,117	11,239		11,239			11,239	
22-GENG-0001 BLDG-Municipal Office, Elevator Installation	148,316	148,316		148,316	118,653		29,663	
22-GENG-0002 EQUIP-CRP, Maintenance Manager, Route Patrol	100,100		17,360	17,360	1,516		15,844	
23-GENG-0007 EQUIP-IT Replacement Plan-staff computers			10,500	10,500			10,500	
23-GENG-0008 EQUIP-IT Network Setup-Arena's and Fire Stations			12,000	12,000			12,000	
24-GENG-0001 EQUIP-Salary Reporting - Integration of Easypay and FMW								10,000
<b>Total GENERAL GOVERNMENT</b>	<b>349,533</b>	<b>209,555</b>	<b>89,860</b>	<b>299,415</b>	<b>120,169</b>		<b>179,246</b>	<b>10,000</b>
<b>FIRE PROTECTION SERVICES</b>								
22-FIRE-0004 BLDG-Paisley Fire Hall Construction	15,000		2,060,000	2,060,000	1,000,000		1,060,000	250,000
23-FIRE-0002 EQUIP-E Hydraulic Ram for Auto Extrication			18,000	18,000			18,000	
23-FIRE-0003 FLEET-Fire Chief Command/Response Unit			71,000	71,000			71,000	
23-FIRE-0004 BLDG-Live Fire/Skills Deveopment Training Ground			10,000	10,000			10,000	10,000
23-FIRE-0007 EQUIP-Modernization of Fire Apparatus Radios			9,500	9,500	9,500			
23-FIRE-0008 EQUIP-Recruit Bunker Gear			47,450	47,450			47,450	
23-FIRE-0011 EQUIP-Chesley Tara SCBA Replacement (SRFIRE.22.11)			294,455	294,455			166,238	
<b>Total FIRE PROTECTION SERVICES</b>	<b>15,000</b>		<b>2,510,405</b>	<b>2,510,405</b>	<b>1,009,500</b>		<b>1,372,688</b>	<b>260,000</b>
<b>TRANSPORTATION SERVICES</b>								
21-TRAN-0001 BRIDGES-A13 Clark Bridge Guiderail	30,000	27,878	122	28,000			28,000	
21-TRAN-0002 ROADS-Sideroad #15 Roadway	641,682	465,300	264,700	730,000	264,700		465,300	
21-TRAN-0004 ROADS-Brook St. Tara	621,704	551,266		551,266			551,266	298,734
22-TRAN-0005 ROADS-Sidewalks	765,851	748,805	573,195	1,322,000	750,000		572,000	
22-TRAN-0007 ROADS - Teeswater Bridge, Paisley - Approaches and Roadway	15,000	5,576	392,024	397,600			397,600	
22-TRAN-0008 BRIDGES - Teeswater, paisley, Dyke Maint.	56,000	44,000		44,000	22,000		22,000	
23-TRAN-0015 ROADS-Brant Elderslie Boundary (Brockton)			100,000	100,000		50,000	50,000	
23-TRAN-0016 ROADS-Other White Ave, Library, Tara parking lot			15,000	15,000			15,000	
23-TRAN-0017 HVY/EQUIP- Sweeper Truck			425,000	425,000			425,000	
23-TRAN-0018 HVY/EQUIP (A)- Utility trailer for Lawnmower			6,000	6,000			6,000	
23-TRAN-0019 FLEET-(E)-Pick-up			58,000	58,000			58,000	
23-TRAN-0023 ROADS-(C)- Industrial Park Road			80,100	80,100			80,100	
23-TRAN-0024 ROADS-(AE)-Elderslie - Arran TL, Micro Bruce Rd 3 to Sdrd 10			217,300	217,300			217,300	
23-TRAN-0025 ROADS-(E)- Con 10 Elderslie, Micro Bruce Rd 3 to Sdrd 5			126,000	126,000			126,000	
23-TRAN-0028 ROADS-(P)- Albert St. Pave from Balaklava to Arnaud			26,800	26,800			26,800	
23-TRAN-0029 BRIDGE/CULVERT-(E) - Con 6 Elderslie, east of Lockerby Bridge			50,000	50,000			50,000	

**Capital Financial Report  
Budget  
2023**

			2023	2023	2023	2023	2023	2024
	LTD	Unspent Budget		Capital				
	Budget	Carry-forward	Expenses	Requests	Grants	Donations	Reserves	Expenses
23-TRAN-0030 BRIDGE-(P)- P1 Ross St Bridge			128,000	128,000			128,000	
<b>Total TRANSPORTATION SERVICES</b>	2,130,237	1,842,825	2,462,241	4,305,066	1,036,700	50,000	3,218,366	298,734
<b>ENVIRONMENTAL SERVICES</b>								
21-ENVS-0001 BLDG-Arran Landfill-Weigh Scales Building	8,000		180,000	180,000			180,000	
<b>Total ENVIRONMENTAL SERVICES</b>	8,000		180,000	180,000			180,000	
<b>RECREATION AND CULTURE</b>								
21-RECC-0001 BLDG/COMP-Chesley Community Ctr / Arena-Zamboni Gates	14,947	14,947		14,947			14,947	
21-RECC-0004 BLDG-Tara Community Ctr / Arena-Replace Addition Roof	12,000	12,000		12,000			12,000	
21-RECC-0011 PARKS-Paisley Dog Park Construction, Doc Milne Park	29,000	29,000		29,000		26,100	2,900	
21-RECC-0013 BLDG-(P)-Comm Ctr 2nd Floor Renovation	449,800	203,863		203,863	100,000		103,863	
21-RECC-0014 BLDG-(P)-Comm Ctr Lift Rehabilitation	148,316	148,316		148,316	118,653		29,663	
22-RECC-0002 PARKS-Splashpads (P)	175,000		21,000	21,000		21,000		
22-RECC-0003 PARKS-Splashpads (T)	175,000		10,000	10,000		10,000		
22-RECC-0004 BLDG/COMP-Chesley - Replace Chiller								
22-RECC-0006 PARKS-Paisley Docks, Approaches	20,000	20,000		20,000		20,000		
22-RECC-0008 BLDG-Tara Pool-Leak Repair	10,000	10,000		10,000			10,000	
23-RECC-0015 BLDG-Paisley Arena Floor Replacement			50,000	50,000			50,000	
23-RECC-0016 BLDG-Tara Arena Floor Replacement			50,000	50,000			50,000	
23-RECC-0017 BLDG-Tara Arena Storage Building			30,000	30,000			30,000	
23-RECC-0018 BLDG/COMP-Tara Arena Chiller Replacement			35,000	35,000			35,000	
23-RECC-0019 PARKS-Chesley Skate Park Equipment Replacement			55,000	55,000		30,000	25,000	
23-RECC-0020 PARKS-Replace playground equipment in Paisley			70,000	70,000		30,000	40,000	
23-RECC-0021 BLDG-Accessibility Upgrades to Chesley Pool House			20,000	20,000		10,000	10,000	
23-RECC-0022 BLDG-Tara Pool Accessibility Upgrades			20,000	20,000		10,000	10,000	
23-RECC-0023 PARKS-Tara Main Park Redevelopment			50,000	50,000			50,000	50,000
23-RECC-0024 PARKS-Tara Park Pole Replacement			4,500	4,500			4,500	
23-RECC-0025 PARKS-Dr. Milne Park Pavilion Rehabilitation			4,000	4,000			4,000	
23-RECC-0026 EQUIP-RW17 Mower Attachment			4,500	4,500			4,500	
23-RECC-0029 EQUIP-Tara Arena Floor Scrubber			6,500	6,500			6,500	
23-RECC-0030 EQUIP-Paisley Arena Floor Scrubber			6,500	6,500			6,500	
23-RECC-0031 EQUIP-Chesley Electronic Sign Replacement			9,500	9,500			9,500	
23-RECC-0037 BLDG-Paisley Library Renovation	100,000	100,000	400,000	500,000	250,000		250,000	
24-RECC-0028 BLDG/COMP-Paisley Arena Chiller Replacement								45,000
24-RECC-0031 EQUIP-Paisley Arena Ice Resurfacer								98,000
24-RECC-0032 EQUIP-Chesley Pool Diving Board								5,500
24-RECC-0035 BLDG-Tara Arena Cement Work								13,500

**Capital Financial Report  
Budget  
2023**

			2023	2023	2023	2023	2023	2024
	LTD	Unspent Budget		Capital				
	Budget	Carry-forward	Expenses	Requests	Grants	Donations	Reserves	Expenses
24-RECC-0036 BLDG/COMP-Arkwright Hall Furnace Replacement								15,000
24-RECC-0038 BLDG/COMP-Chesley Library HVAC Replacement								19,500
<b>Total RECREATION AND CULTURE</b>	1,134,063	538,126	846,500	1,384,626	468,653	157,100	758,873	246,500
<b>HEALTH SERVICES</b>								
22-HLTH-0001 EQUIP-Cemeteries-Digitization Record Management Software	55,000	37,516		37,516	28,050		9,466	
23-HLTH-0002 LAND/IMP-Fence Work for Tara Cemetery			10,000	10,000			10,000	
23-HLTH-0003 LAND-Land Purchase to expand Tara Cemetery			152,000	152,000			152,000	
23-HLTH-0004 BLDG-Columbarium-Wing Wall Extension Chesley Cemetery			32,300	32,300			32,300	
24-HLTH-0005 BLDG-Chesley Medical Clinic - roof replacement								30,000
<b>Total HEALTH SERVICES</b>	55,000	37,516	194,300	231,816	28,050		203,766	30,000
<b>Total MUNICIPAL SERVICES</b>	<b>3,691,833</b>	<b>2,628,022</b>	<b>6,283,306</b>	<b>8,911,328</b>	<b>2,663,072</b>	<b>207,100</b>	<b>5,912,939</b>	<b>845,234</b>
<b>Total MUNICIPAL SERVICES</b>	<b>3,691,833</b>	<b>2,628,022</b>	<b>6,283,306</b>	<b>8,911,328</b>	<b>2,663,072</b>	<b>207,100</b>	<b>5,912,939</b>	<b>845,234</b>

**Capital Financial Report  
Budget  
2023**

			2023	2023	2023	2023	2023	2024
	LTD	Unspent Budget		Capital				
	Budget	Carry-forward	Expenses	Requests	Grants	Donations	Reserves	Expenses
<b>WATER AND SEWER SERVICES</b>								
<b>SEWER</b>								
21-WSSE-0001 EQUIP-SEWER-P-RAS Pumps	10,000	10,000	5,000	15,000			15,000	
21-WSSE-0003 Chesley Sewer pumps	24,000	24,000	4,000	28,000			28,000	
21-WSSE-0006 BLDG-SEWER-P-Coverall Building Structure	75,000	9,427	240,573	250,000			250,000	
22-WSSE-0002 EQUIP-SEWER (T)-Confined spaces, tripod, harness etc.	6,630	3,338		3,338			3,338	
22-WSSE-0004 SEWER (C) - Pumping Station, Pump and Electrical Controls	4,590	4,590		4,590			4,590	
22-WSSE-0007 SEWER (P) - Treatment Plant, Natural Gas and Renovations	50,000	50,000	25,000	75,000			75,000	
22-WSSE-0022 EQUIP-SEWER (C)- Garner Street, South End Electrical Controls	10,200	10,200		10,200			10,200	
23-WSSE-0015 MAINS-SEWER-(P)-Mill Drive SewerMain			100,000	100,000			100,000	
23-WSSE-0016 BLDG/COMP-SEWER-(P)-Ross St Pumping Station-Check Valves			9,000	9,000			9,000	
23-WSSE-0017 BLDG-SEWER-(P)-Pump station roofs (Albertt/Ross) and Mill Drive			20,000	20,000			20,000	
23-WSSE-0018 MANHOLES-SEWER-(C)-Manholes Martha Ave			25,000	25,000			25,000	
23-WSSE-0019 BLDG-SEWER-(C)-Blower room roof @ Lagoons			7,500	7,500			7,500	
23-WSSE-0020 EQUIP-SEWER (P)-Natural Gas Generator			75,000	75,000			75,000	
23-WSSE-0021 EQUIP-SEWER-(T) Mill Street L.S. Pump#2 Replace			24,000	24,000			24,000	
23-WSSE-0023 MAINS-SEWER (P)-Queen Street, Paisley, Bridge to Church, 140m			229,500	229,500			229,500	
<b>Total SEWER</b>	<b>180,420</b>	<b>111,555</b>	<b>764,573</b>	<b>876,128</b>			<b>876,128</b>	
<b>WATER</b>								
21-WSSH-0001 FLEET-WATER - Pickup Truck #W8	55,000	55,000		55,000			55,000	
21-WSWA-0001 EQUIP-WATER - Antenna/Cable	30,000	30,000		30,000			30,000	
21-WSWA-0003 WELL-Chesley Community Park Well #1	525,000	467,000	33,000	500,000			500,000	
22-WSWA-0003 BLDG-WATER - AE OPS Maintenance Projects-Gas Conversion	25,000	25,000		25,000			25,000	
22-WSWA-0004 BLDG-WATER (C) - Building, Riverside, Old Shop Rehabilitation	85,000	70,605		70,605			70,605	
22-WSWA-0010 BLDG/COMP-WATER - AE WTP - Gaskets and Dialers	30,000		1,000	1,000			1,000	
22-WSWA-0011 BLDG/COMP-WATER (T) - WTP, Dialers	15,000		1,000	1,000			1,000	
22-WSWA-0012 MAINS-WATER T - Hamilton St. Watermain, Dead end to John St.	42,600	40,913	854,087	895,000	312,386		582,614	
23-WSWA-0018 EQUIP-WATER-(AE) - Data Loggers @ AE Water Plant for back-up			20,000	20,000			20,000	
23-WSWA-0019 EQUIP-WATER-(T)- Data loggers @ Tara Water wells			20,000	20,000			20,000	
23-WSWA-0020 BLDG-WATER-(T)- Roofs replacment @ Well 2 & 3			10,000	10,000			10,000	
23-WSWA-0021 MAINS-WATER-(P) Queen Street, Paisley, Bridge to Church			314,100	314,100			314,100	
23-WSWA-0022 WATER (T) -Francis St Watermains			2,500	2,500			2,500	638,000
<b>Total WATER</b>	<b>807,600</b>	<b>688,518</b>	<b>1,255,687</b>	<b>1,944,205</b>	<b>312,386</b>		<b>1,631,819</b>	<b>638,000</b>
<b>STORMWATER SYSTEM</b>								
22-WSST-0001 STORM-Hamilton St, Tara and John St to South End	200,000	200,000	280,000	480,000	280,000		200,000	
23-WSST-0004 STORM-(T) - North Ave, Maria east to Middleton Drain			90,000	90,000			90,000	

Capital Financial Report Budget 2023								
			2023	2023	2023	2023	2023	2024
	LTD	Unspent Budget		Capital				
	Budget	Carry-forward	Expenses	Requests	Grants	Donations	Reserves	Expenses
Total STORMWATER SYSTEM	200,000	200,000	370,000	570,000	280,000		290,000	
Total WATER AND SEWER SERVICES	1,188,020	1,000,073	2,390,260	3,390,333	592,386		2,797,947	638,000
Total WATER AND SEWER SERVICES	1,188,020	1,000,073	2,390,260	3,390,333	592,386		2,797,947	638,000



## The Corporation of the Municipality of Arran-Elderslie

# Staff Report

Council Meeting Date: January 9, 2023

Subject: SRWS.23.01 Drinking Water Quality Management Standard Review and Updates for 2021

Report from: Scott McLeod, Public Works Manager

Appendices:

1. Quality Management Policy
2. Quality Management System Representative
3. 2021 Owner Communications

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### **Recommendation**

Be It Resolved that Council hereby,

1. Accepts report SRWS.23.01 which includes Drinking Water Quality Management Standard (DWQMS) review and updates for 2021.

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### **Report Summary**

The report is provided to Council on a yearly basis in conjunction with DWQMS to provide an annual review of the Water & Sewer Operations Division of the Public Works Department. Sign-off sheets are included in the report, and the annual reports can be found on the Arran-Elderslie website for review.

It should be noted that this report was delayed being presented to Council due to staffing changes, the replacement of the DWQMS representative, reduced available Council dates due to fall election, etc. This report includes similar background information as previous annual reports. It is the intention to bring the 2022 annual report forward by the summer of 2023 once all information is available.

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## **Background**

The Municipality of Arran-Elderslie has an Operation Plan which is part of the Drinking Water Quality Management Standard.

Every year, as part of the DWQMS requirement a management review is conducted. This report will highlight the Management Review and Annual Water & Wastewater Reports. Typically, in the past Annual Ministry of the Environment Conservation and Parks (MOECP) water inspections are also included, but those results have not been received yet, and will be forthcoming at a future council meeting.

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## **Analysis**

### 1. Incidents of Regulatory Non-Compliance:

The MOECP has conducted the Tara Drinking Water System Inspection and the Arran-Elderslie Inspection both on the same day July 28, 2021. Both inspections were done on-site with proper Covid protocols followed. The MOECP has also switched to a new online system that has been slow in sending out the "Inspection Rating Reports" for these inspections. At this point the Municipality has received the Inspection Report that indicates no "Actions Required" or "Recommended Actions" and a Council report will be forthcoming in the future once these "Inspection Rating Reports" are received from the MOECP

### 2. Incidents of Adverse Drinking Water Tests:

The Arran-Elderslie Drinking Water System has one (1) adverse microbiological sample taken in the 2021 calendar year. The sample occurred on August 11, 2021, at the Arena East Lift Station in Chesley. The results found two (2) total coliforms in a distribution sample. Subsequent re-samples were completed indicating no adverse conditions, authorities were notified, and the event resolved. AWQI number #155020 was issued for the event.

The Tara Water System had zero (0) adverse microbiological sample taken in the 2021 calendar year. However, there was one (1) AWQI incident. On May 19, 2021, the Tara Drinking Water System, lost system pressure. The Tara water tower was out of service for scheduled maintenance. The system was being pressurized by online wells, running on standby generator power. The Generator failed, causing a loss of system pressure. Staff took 13 distribution residual tests, repaired the generator, brought the wells back online and restored system pressure. Authorities were notified and the event resolved. AWQI number #154085 was issued for the event.

### 3. Deviations from Critical Control Point Limits & Response Actions:

The following are considered critical control points from the Risk Assessment completed on the water system: Low Chlorine Residual, Chlorine Pump Failure, Ultra-Violet Failure, Power Outage, Chlorine Contact Time Issues, Watermain Breaks, and Low Distribution Pressure.

In 2021, the Arran-Elderslie Water System had an operator respond to four (4) alarms, three (3) of which were related to critical control points. These alarms included one (2) High POE Turbidity, and one (1) power outage related. There was also one (1) wastewater alarms.

Paisley Water had zero (0) alarm for a critical control point.

Staff had additional Three (3) wastewater alarms in Paisley all due to Power Outages.

An operator responded to an additional Eleven (11) alarms for the Tara Water System, nine (9) of which were critical control point alarms. Those included two (2) power related, One (1) turbidity alarm, three (3) pressure related and three (3) chlorine related. Additional alarms included two (2) calls for water main breaks.

Overall, Staff responded to nineteen (19) alarms in the 2021 calendar year, from the thirty-five (35) alarms responded to in 2020. Though most systems remained consistent, the Tara water system saw a large decrease in call outs. Well maintenance projects that originally caused an increase in call outs appear to now be paying dividends in call volume. The Tara water tower maintenance also added a few alarms during the project but will assist in long term reduction of alarms. Additionally, extreme weather events continue to contribute to both power and wastewater related alarms.

### 4. Risk Assessment Process of DWQMS:

The risk assessment process for both the Arran-Elderslie and Tara Drinking Water System was completed internally by Staff on April 7, 2021. This process was completed in relation to internal training for the DWQMS and was thought to be a good process to complete as part of the training for new Staff members. This is triggered every three (3) years for review purposes.

### 5. Internal and Third-Party Audit Results:

An Internal Audit was conducted by Staff on April 22, 2021. The review for these audits has become extremely difficult with the Covid pandemic. It was difficult to meet with Staff in person to conduct interviews. It was also difficult to get new signatures completed into the current manuals with remote meetings etc. Notwithstanding, the inspections went very well with a lot of these types of minor non-conformance and opportunity for improvement issues being addressed. Staff worked to find a resolution of these improvements and implemented necessary changes.

A Systems Audit was conducted for the DWQMS on November 8, 2021. This was a surveillance audit conducted off-site with just a document review due to the Covid pandemic. The systems audit found no minor or major non-conformances, and two (2) opportunities for improvement that Staff reviewed and took into consideration for implementation.

A full re-accreditation audit was conducted by SAI Global from November 30, 2021 to December 2, 2021. These larger in-depth audits are conducted every three (3) years. Normally they are conducted onsite, but with Covid, it was conducted mostly online, with facility tours conducted using video, and operator and DWQMS representative interviews conducted via Zoom. This Audit identified two (2) minor non-conformances and four (4) opportunities for improvement. The two (2) minor non-conformances were resolved early in 2021 and the OFI's taken into consideration and implemented if staff felt they were appropriate. Once the minor non-conformances were addressed, the Auditor closed the audit, finding the DWQMS to be fully in compliance.

#### 6. Results of Emergency Testing:

In conjunction with the review of the DWQMS manual in April 2021, Staff also reviewed all emergency policies.

Again, with new Staff hired it was believed that reviewing all policies would be best to get Staff familiar with Emergency Response Plans. These ERPs relate directly to the risk assessment review we completed allowing Staff to look at each ERP.

#### 7. Operational Performance:

Over the last two years, the EPCOR gas project has required staff assistance with locates. Staff are marking all water and wastewater mains and services as well as hydrants, valves etc.

The Arran-Elderslie Water & Sewer Operations Division of the Public Works Department currently employs three (3) certified operators and one (1) operator in training. The Division has seen extensive increase in locate volume. As a group, the Division was asked to obtain information from various infrastructure to comply with the Asset Management Plan. The GIS program has largely run through the Water & Sewer Operations Division of the Public Works Department over the last two years. In addition, the Division is also part of the Emergency Planning through the County.

#### 8. Roles, Responsibilities and Authorities of the Owner and Top Management:

SLD-9 is the section of the Operational Plan that lists the roles and responsibilities of everyone's position and is included in this report. This has been included for the second consecutive year to highlight the importance of each of the roles and responsibilities. There are training opportunities that exist for Council and Management to take a course through the Walkerton Clean Water Centre pertaining to these roles.

## 9. Summary of Key Performances Element 15:

DWQMS Element 15 is the infrastructure, maintenance, rehabilitation, and renewal portion of the operational plan. The following key performance indices will be highlighted in this review: water per capita, number of water mains and service leaks, new services connected in each town, and meters of water main replaced.

The 2021 water numbers are the recorded numbers processed through the treated water at each water plant or site. The following numbers indicate approximate usage by Arran-Elderslie water users:

Chesley:	2021 usage of 204,203m <sup>3</sup> or 214m <sup>3</sup> per connection 2020 Usage of 215,079m <sup>3</sup> or 226m <sup>3</sup> per connection
Paisley:	2021 Usage of 115,700m <sup>3</sup> or 213 m <sup>3</sup> per connection 2020 Usage of 110,147m <sup>3</sup> or 203m <sup>3</sup> per connection
Tara:	2021 Usage of 116,965m <sup>3</sup> or 229m <sup>3</sup> per connection 2020 Usage of 109,911m <sup>3</sup> or 215m <sup>3</sup> per connection

## 10. Water Main Breaks and Service Leaks 2021

The Chesley distribution system had three service leaks in 2021: two due to gas service installation and one due to old poly line. Five additional services were added to the system.

The Paisley distribution system had one service leak in 2021. In addition, five new services were installed in Paisley. The Paisley Trunk watermain also added two household service connections

The Tara distribution system had nine (9) water main breaks which included 5 small poly watermain leaks and 3 cast iron watermain breaks and one pvc watermain break. There were no service leaks in 2021. An additional nine (9) services, in the Chestnut Hill Development, were connected to the system.

## 11. Water Main Replacement in 2021

Moorefield Excavating replaced undersized cast iron water mains on 6th Street SE from 1st Ave S. to 2nd Ave SE. As well as 4th Ave SW between 4th St SW and 3rd Street Sw. This project was in conjunction with Sewer main and lateral replacement as well as a new road surface and curb /sidewalk replacement.

Arran-Elderslie Staff completed a project on Alma Street in Paisley. This removed an undersized two-inch water main which had several breaks and provided no fire protection. Municipal staff installed a six-inch water main for fire protection. In addition, one vacant lot was also serviced for possible future development.

Arran-Elderslie Staff also completed a project on Maria Street in Tara, from Brooke Street East to River Street. This project replaced a cast iron watermain that had had multiple watermain breaks in the previous 5-6 years. In addition, CC Underground replaced the river crossing under the Sauble River between River Street and Maria Street. This project eliminated a significant weak area of Tara's distribution system as the river crossing was undersized and old.

## 12. Raw Water Supply and Drinking Water Quality Trends:

The Arran-Elderslie and Tara Drinking Water System has undergone extensive work in the past few years to ensure reliability and production of the raw water supply in each town.

The Arran-Elderslie system has had motors replaced in both the CP#2 and CP#3 wells in the past four years. Included in these jobs is rehabilitation work within the well, and a review of overall condition like piping and check valves.

As mentioned in many of the past management reviews, CP#1 well had continued to have on-going issues. The capital budget for 2021 has money set aside to begin the process of exploring for another water source within the Community Park area. This process is ongoing and was included in the 2022 budget. In June of 2021, the Community Park Well #1 was taken offline. The well, drilled in 1948, continued to have on-going issues with static levels within the well. Then a second failure on the well occurred when large amounts of air were being pushed into the water plant on each start-up of CP#1. This could be caused by a failed check valve or hole within the well house piping. It was determined by Staff that CP#1 be taken offline and that efforts be put forward to finding an alternative water source rather than expensive rehabilitation work. CP#2 and CP#3 ran very well through the hot days of summer with no issues for demand.

The Tara Drinking Water System has also seen extensive work completed to the wells in the past few years. In October 2019, a new wet-end pump was installed at Well #2 in Tara, and the well piping was shortened by twenty (20) feet. In June of 2020, Well #3 in Tara had the pump, motor and three lengths of pipe replaced within the well. This work completed contributed to a large amount of call-outs for the Tara Drinking Water System, in 2020, Problems such as turbidity on start-up, filter related plugging and issues lead to an increase in alarms once the wells were put back into service. After some initial problems, the systems ran relatively well, and alarms are down significantly in 2021.

In 2021 staff conducted testing at Well #3 in Tara This would have given Arran-Elderslie the opportunity to have it deemed a Non-GUDI well If sampling criteria and results were deemed to be successful. Staff have since decided against this option. Throughout the course of the 2021 calendar year, Tara Well #3 has seen three (3) separate instances of E-Coli on the raw water sample. The current treatment process at Well #3 would be best left alone for efficient and safe treatment of the water.

### 13. Status and Follow-Up from previous reviews:

As mentioned earlier, Staff are moving forward to seek an alternative drinking water source in the community park for the Arran-Elderslie supply, as a replacement for CP#1

The Water & Sewer Operations Division of the Public Works Department continues to lead the GIS program in Arran-Elderslie. Again, this summer a student was hired to move the program forward and get data collected. This process has greatly benefitted Staff with the Ontario One Call locate process. The data collected has allowed Staff to use some of the basic maps for things like the EPCOR gas project. Staff are hoping in the future to streamline this project to make all mapping applications for locates more efficient.

The Municipality has once again signed a three-year contract with SAI Global in August of 2021. This covers three external audits, and as mentioned earlier in this report in late 2021 the re-accreditation audit of the DWQMS system was conducted, and the DWQMS system was re-accredited.

The new workshop/office beside the Arran-Elderslie water plant is complete and the necessary changes to the DWQMS to indicate where files and records are being stored has also been completed.

### 14. Changes that could Affect the DWQMS:

The Arran-Elderslie and Tara Drinking Water System both had the license for each system updated in early 2021.

This work was completed in-house which included an updated water financial plan completed by the Water and Sewer Operations Division and the Treasury department. The DWQMS had an internal audit, external systems audit and re-accreditation audit conducted in 2021.

### 15. Consumer Feedback:

There were no written complaints from Arran-Elderslie ratepayers in 2021. Often, Staff receive calls from the municipal office or ratepayers and quick response times often diffuse or resolve problems quickly. The new Citizen Request Portal introduced in 2022 will assist in monitoring and tracking inquiries and response times.

### 16. Resources needed to Maintain the DWQMS:

As mentioned previously, resources have been spent this year to update the licenses for both the Arran-Elderslie and Tara Water systems. However, this was handled internally through the Water and Sewer Division and Finance Department.

Re-accreditation of the DWQMS was completed. This again involved Staff time to prepare documents and send them off and have on-site interviews with the auditing team. In addition, the re-accreditation itself was a six thousand five hundred (\$6,500) dollar expense.

#### 17. Results of Infrastructure:

Included in the report is SLD-14 for the 2021 season. This table is completed based on MOECP compliance, grants, upgrades, and financial plans. The installation of the UV system at the Paisley Sewage Plant began and substantial completion of that project ended in July 2021. Further projects this year included the installation of a new six-inch water main at Alma Street in Paisley to coincide with the work completed on Nelson Street last year, removing an old, undersized water main. The Municipality teamed up with CC Underground to directionally drill under the river in Tara from Maria to River Street and through the Brook Street East intersection. Upon completion of this work, Staff completed a new eight-inch water main on Maria Street. This replaced a line believed to be installed in 1948 that was the original feed to the Tara water tower. This line has had several breaks over the years and was a much-needed replacement. Moorefield excavating also replaced water main on 6th Street SE in Chesley, and water and sewer replacement on 4th Avenue SW in Chesley.

The Tara water tower was brought offline in the spring and new cathodic protection was added to the now 12-year-old vessel. Camera work was performed on the Paisley water tower reviewed for integrity.

#### 18. Operation Plan Currency, Content and Updates:

The DWQMS was reviewed by Staff in early April 2021 with new hires, and the team was able to review the entire manual. New Risk Assessment guidelines were also reviewed to ensure compliance. Additional time was spent on SOP 20 as guidelines had changed again for the water main break procedure. New traffic policies implemented by the Arran-Elderslie Health and Safety committee were also reviewed. The group went out and completed a hands-on Emergency Response Plan to test a new policy implemented for water tower rescue procedure. Staff have updated their First Aid and CPR as needed with Management setting up a rotating schedule. Obtaining training to maintain drinking water certificates has been very difficult for Staff during Covid. Most courses were cancelled in 2021 for in-person training, but staff will continue to be diligent to obtain the proper training via online courses.

#### 19. Additional Suggestions:

With natural gas now in the area, transferring heat over in some facilities as well as looking at installing natural gas generators will be reviewed in conjunction with financial plans.

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### **Link to Strategic/Master Plan**

This report aligns with the DWQMS SLD-12 Owner Communications, and SLD-20 Management Review. It also links to the Water and Sewer Financial plans.

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### **Financial Impacts/Source of Funding**

The DWQMS document requires Staff resources on a yearly basis. The Ministry of Environment Conservation and Parks requires external audits for accreditation. Internal audits are conducted both by Arran-Elderslie personnel, and by sharing resources with neighboring municipalities. These all require changes, and staff time to review and implement recommendations.

Municipal staff have completed the financial plans internally for the water system and are finalizing a sewer financial plan as well. This process aligns with both the Arran-Elderslie and Tara Drinking Water System license approvals that again were completed internally in early 2021.

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Approved By: Sylvia Kirkwood, CAO

QMS REP: \_\_\_\_\_  
DATE: \_\_\_\_\_

Municipality of Arran-Elderslie  
Operational Plans  
Revision #: 2021-01

OP 6

## **THE MUNICIPALITY OF ARRAN-ELDERSLIE**

### **Quality Management Policy**

The Municipality of Arran-Elderslie owns, maintains and operates two water systems. The Arran-Elderslie Water Treatment Plant and Distribution System serving Chesley and Paisley is one system. The Tara Water Distribution and Supply is the other system. The Municipality of Arran-Elderslie is committed on both systems to:

1. Providing a consistent and safe supply of drinking water to the consumer.
2. Maintain and continually improve the Quality Management System.
3. Comply with applicable legislation and regulations.

It is in the best interest and betterment of The Municipality of Arran-Elderslie for all parties to protect, conserve and take pride in our safe drinking water. Commitment to this valuable resource must come from Top Management and the Owner.

\_\_\_\_\_  
Scott McLeod  
Public Works Manager

\_\_\_\_\_  
Steve Hammell  
Mayor

\_\_\_\_\_  
Sylvia Kirkwood  
CAO

Date: \_\_\_\_\_

QMS REP: \_\_\_\_\_  
 DATE: \_\_\_\_\_

Municipality of Arran-Elderslie  
 Operational Plans

OP 8

#### 4 QUALITY MANAGEMENT SYSTEM REPRESENTATIVE

**This applies to both the Arran-Elderslie (Chesley and Paisley) and Tara Water Systems.**

The Water and Sewer Foreman shall be the QMS representative, or his designate. If the Water and Sewer Foreman is absent or unavailable and a QMS representative is not designated, the Council shall designate an alternate.

The QMS representative will be responsible for coordinating the development, implementation and maintenance of processes and procedures needed for the QMS. In addition, the QMS representative will report the effectiveness of the QMS including the need for improvement to Top Management (the CAO and the Public Works Manager) and ensure that the current versions of the documents required by the QMS are in use at all times. The QMS representative will promote the QMS through the Water Department, and make personnel aware of all current regulatory and legislative requirements that are relevant to the operation of the system as per the Operational Plan. Refer to SLD 9.

Appointed QMS Rep: \_\_\_\_\_

Chris Legge (formerly Mark O'Leary)

\_\_\_\_\_  
 Scott McLeod  
 Public Works Manager

\_\_\_\_\_  
 Steve Hammell  
 Mayor

\_\_\_\_\_  
 Sylvia Kirkwood  
 CAO

Municipality of Arran-Elderslie  
FOR 2021

QMS Rep: \_\_\_\_\_

Date: \_\_\_\_\_

## OWNER COMMUNICATIONS

**Once a year the QMS Representative will present the Annual Water System Report along with a copy of the Drinking Water Quality Management System Operational Plan. These will be distributed to the Mayor and Councillors for review with this sign-off transmittal attached.**

Please sign the form below acknowledging that, as an elected official of the Municipality of Arran-Elderslie, you have reviewed the Annual Report and the Drinking Water Quality Management System, Operational Plan for all Drinking Water Systems in the Municipality of Arran-Elderslie.

NAME (print)	SIGNATURE	DATE
Mayor		
Deputy Mayor		
Elderslie Ward Councillor		
Tara Ward Councillor		
Paisley Ward Councillor		
Arran Ward Councillor		
Chesley Ward Councillor		
CAO		
Works Manager		

Concluded



## The Corporation of the Municipality of Arran-Elderslie

# Staff Report

Council Meeting Date: January 9, 2023

Subject: SRWS.23.01 – Purchase of Water/Sewer Truck

Report from: Scott McLeod, Public Works Manager

Appendices: None.

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### **Recommendation**

Be It Resolved that Council hereby,

1. Approves the purchase of a new 2022 K1500 Silverado Crew Cab Short Box (WT) from Bud Rier Chevrolet Ltd in Paisley, Ontario for Public Works Department - Water/Sewer Operations at the cost of \$53,102.18 (plus applicable taxes).

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### **Report Summary**

The purpose of this report is to award the purchase of one pick-up truck as included in the 2022 capital budget for the Water and Sewer Division based on the completion of a request for proposal that was completed in December, 2022.

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### **Background**

The 2022 Capital Budget included a request for a pick-up truck to be purchased for water and sewer operations. Manufacturers were not accepting orders for fleet trucks at the start of the calendar year. In November, it was discovered that some local dealers had brought in work truck fleet models for their lots. A Request for Proposal (RFP) was issued on December 12, 2022, to three (3) local dealers, posted on our website and placed on the platform Biddingo. The RFP closed on December 22, 2022.

The purchase of this truck will fulfill the Capital Budget requests for 2022.

## **Analysis**

Two (2) bids were submitted by local dealers, Bud Rier in Paisley, and Morrows in Chesley (Hallman Motors). A third bid was received through the platform Biddingo, from Blue Mountain Chrysler Ltd in Collingwood. All the trucks met specifications requirements, although the Hallman Motors bid was a 2023 model.

<b>Bud Rier</b>	<b>Paisley</b>	<b>2022 Chevrolet</b>	<b>\$53,102.18 plus applicable taxes</b>
Hallman	Hanover	2023 GMC	\$58,709.00 plus applicable taxes
Blue Mountain	Collingwood	2022 Dodge	\$63,560.00 plus applicable taxes

The preferred truck purchase is from Bud Rier in Paisley for the 2022 Chevrolet at \$53,102.18, being the lowest bid and meeting specifications.

## **Link to Strategic/Master Plan**

6.1 Protecting Infrastructure, Recreation and Natural Assets

## **Financial Impacts/Source of Funding/Link to Procurement Policy**

The 2022 K1500 Silverado Crew Cab Short Box (WT) will be financed from Water and Sewer Funds Account #02-3633-4340, budget amount \$55,000 for Public Works Department - Water/Sewer Operations.

Public Works staff will be bringing an status report on all municipal fleet which will include fleet use and purpose, age, condition and/or replacement details to Council in 2023.

Approved by: Sylvia Kirkwood, Chief Administrative Officer

**THE CORPORATION OF THE  
MUNICIPALITY OF ARRAN-ELDERSLIE**

**BY-LAW NO. 01-2023**

**BEING A BY-LAW TO AUTHORIZE COST RECOVERY (FEES)  
WITH RESPECT TO FIRE DEPARTMENT SPECIFIC RESPONSE**

**WHEREAS** pursuant to section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended from time to time (the "Municipal Act"), the powers of a municipality are to be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considered appropriate and to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** pursuant to section 391 of the *Municipal Act*, a municipality may impose fees or charges on persons for services or activities provided or done by or on behalf of it;

**AND WHEREAS** pursuant to section 398 of the *Municipal Act*, fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality;

**AND WHEREAS** Council of the Municipality of Arran-Elderslie deems it expedient to pass a by-law to impose fees on persons to recover the costs of fire department responses;

NOW THEREFORE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE HEREBY ENACTS AS FOLLOWS:

1. In this By-Law:
  - a. "Council" means Council of the Municipality;
  - b. "Fire Department" means a fire department established by the Municipality in accordance with the provisions of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended from time to time;
  - c. "Fire Department Specific Response Fees" means cost recovery fees for Fire Department attendance at a Property for which the Owner has Fire Department insurance coverage;
  - d. "Indemnification Technology®" shall mean Fire Department incident reporting, data collection and property insurance policy wording interpretation to maximize billing opportunities on behalf of fire departments by invoicing insurance companies for costs of fire department attendance with respect to insured perils;
  - e. "Municipality" means the Corporation of the       ;
  - f. "Owner" means the registered owner of property or any person, firm, corporation, partnership or society and their heirs, executors, administrators or other legal representatives, including a property manager, tenant, occupant, mortgagee in possession, receiver, manager, trustee or trustee in bankruptcy having control over or possession of the property or any portion thereof;

- g. "Property" means any real property located within the geographical boundaries of the Municipality, and any real property to which the Fire Department is under a service agreement to provide Fire Department Response services, Automatic Aid or Mutual Aid. Real property includes buildings, contents and structures of any nature and kind in or upon such lands to which service is provided;
2. The Municipality hereby authorizes the imposition of fees from time to time in accordance with the provisions of this By-Law.
3. The Owner of Property shall be responsible for the payment of Fire Department Specific Response Fees imposed by this By-Law in accordance with the Schedule of Fees, attached hereto and forming part of this By-Law.
4. The Municipality may use Indemnification Technology® to assess applicable insurance coverage for Fire Department Specific Response Fees.
5. Fees imposed pursuant to this By-Law constitute a debt of the Owner to the Municipality and may be added to the tax roll of the Property to which the Fire Department Specific Response Fees relate.
6. Where the Municipality believes and/or Indemnification Technology® indicates Fire Department Specific Response Fees are applicable but the Owner does not have, in part or in full, insurance coverage for fire department charges for the Property, the Municipality may adjust the Fire Department Specific Response Fees to the extent of insurance coverage upon provision by the Owner of evidence, to the satisfaction of the Municipality, that no such insurance coverage exists or to demonstrate the limits of such coverage.
7. In this By-Law, words importing the neuter gender shall include the feminine gender and masculine gender and vice versa and words importing the singular shall include the plural where the context requires.
8. If any term or provision of this By-Law or the application thereof to any person shall to any extent be held to be invalid or unenforceable, the remainder of this By-Law or the application of such term or provision to all persons other than those to whom it was held to be invalid or unenforceable, shall not be affected thereby, it being the intention of the Council that each term and provision of this By-Law shall be separately valid and enforceable to the fullest extent permitted by law.

\*\*\*\*\*

READ a FIRST and SECOND time this 9<sup>th</sup> day of January 2023.

READ a THIRD time and finally passed this 9<sup>th</sup> day of January 2023.

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Steve Hammell, Mayor

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Christine Fraser-McDonald, Clerk

## SCHEDULE OF FEES

### 1. Fire Department Specific Response Fees

The Fire Department Specific Response Fees shall be the total of:

- a. *\*Current MTO rate per unit per hour or portion thereof for each unit*
- b. *rate per person per hour or portion thereof for each firefighter*
- c. *other costs including but not limited to; Foam, Metered Water, Air Tank Re-filling, Cleaning Equipment, DSPA or similar type units, cost to replace damaged or destroyed equipment, specialized response costs such as Water Bomber Drops*

\*The MTO rate per unit per hour is set by the Ministry of Transportation. This rate is adjusted periodically in accordance with the consumer price index.

Such fees shall be charged and calculated on the basis of each Fire Department vehicle attending, resources consumed in attendance to the property incident. The time shall be measured from the time of departure of each unit from the Fire Department's facilities to the time the unit is cleared for the next call out.

RATING BY-LAW

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

THE CORPORATION OF THE  
Municipality of Arran-Elderslie  
BY-LAW NUMBER 02-2023

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

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

AND WHEREAS the council has, upon their application, lent the owners the total sum of \$100,000.00 to be repaid with interest by means of rates hereinafter imposed;

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

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

First Reading 2023-Jan-09  
yyyy/mm/dd

Second Reading 2023-Jan-09  
yyyy/mm/dd

Provisionally adopted this 09 day of January , 2023

Steve Hammell  
Name of Head of Council

Signature

Christine Fraser-McDonald  
Name of Clerk

Signature

Third Reading 2023-Jan-09

Enacted this 09 day of January , 2023

Steve Hammell  
Name of Head of Council

Signature

Corporate Seal

Christine Fraser-McDonald  
Name of Clerk

Signature

I, Christine Fraser-McDonald , clerk of the Corporation of the Municipality of Arran-Elderslie certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Christine Fraser-McDonald  
Name of Clerk

Signature

Corporate Seal

Property Owner Information*				Description of Land Parcel to Which the Repayment Charge Will be Levied					Proposed date of loan (YYYY-MM-DD)	Sum to be loaned \$	Annual rate to be imposed \$
Maxwell Beef Farms Ltd	George Maxwell	Owner		Lot: PT LOT 9	Con: 4				2023-Feb-01	\$ 50,000.00	\$ 6,793.40
-	-										
816 Concession 2, RR3		Chesley	ONT	Roll #:	4103	380	002	12400			
Maxwell, George D	0	0		Lot: LOT 8 PT LT 7	Con: 4				2023-Feb-01	\$ 50,000.00	\$ 6,793.40
-	-										
816 Concession 2, RR3		Chesley	ONT	Roll #:	4103	380	003	00700			
0	0	0		Lot:				Con:			
-	-										
				Roll #:							
0	0	0		Lot:				Con:			
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				Roll #:							
* If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer in the last blank space provided.Only the owner(s) of the property may apply for a loan.									TOTAL *	\$ 100,000.00	\$ 13,586.80

**THE CORPORATION OF THE  
MUNICIPALITY OF ARRAN-ELDERSLIE**

**BY-LAW NO. 03-2023**

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE REGULAR COUNCIL  
MEETING OF THE MUNICIPALITY OF ARRAN-ELDERSLIE  
HELD JANUARY 9, 2023**

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 Council of the Corporation of the Municipality of Arran-Elderslie for the period ending January 9, 2023, 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 January 9, 2023 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.

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READ a FIRST and SECOND time this 9th day of January, 2023.

READ a THIRD time and finally passed this 9th day of January, 2023.

\_\_\_\_\_  
Steve Hammell, Mayor

\_\_\_\_\_  
Christine Fraser-McDonald, Clerk