

# MUNICIPALITY OF ARRAN-ELDERSLIE Council Meeting AGENDA

Meeting Number 02-2023 Monday, January 30, 2023, 9:00 a.m. Council Chambers 1925 Bruce Road 10, Chesley, ON

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			RA has divided the loans into two debentures. One debenture ssued February 1st and one on May 1st.	
18.	Closed Session (if required)			
	1.	local bo	al matters about an identifiable individual, including municipal or bard employees; (Firefighter compensation standardization) I Control Contract)	
	2.	a trade	secret or scientific, technical, commercial, financial or labour	

- 2. 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; (solid waste management and extension of Integrity Commissioner agreement)
- 19. Resolution to Reconvene in Open Session

- 20. Adoption of Recommendations Arising from Closed Session (If Any)
- 21. Adoption of Closed Session Minutes
- 22. Confirming By-law
  - 22.1 Confirming By-law 08-2023
- 23. Adjournment
- 24. List of Upcoming Council meetings
  - February 13, 2023
  - February 22, 2023 6:00 pm Public Meeting 2023 DRAFT Budget
  - February 27, 2023
  - March 13, 2023

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## MUNICIPALITY OF ARRAN-ELDERSLIE

#### **Council Meeting**

#### MINUTES

#### Meeting Number 01-2023 Monday, January 9, 2023, 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
- Staff Present:Sylvia Kirkwood CAO<br/>Christine Fraser-McDonald Clerk<br/>Julie Hamilton Deputy Clerk<br/>Scott McLeod Public Works Manager<br/>Tracey Neifer Treasurer<br/>Carly Steinhoff Recreation Manager<br/>Pat Johnston Chief Building Official Present Electronically<br/>Steve Tiernan Fire Chief<br/>Chris Legge Water/Sewer Foreperson<br/>Christina Tennyson -Regional Economic Development<br/>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)

The Mayor thanked all the works department employees for their hard work during the blizzard. He also thanked the office staff for keeping the website and Facebook up to date during the storm.

## 3. Adoption of Agenda

Council passed the following resolution:

## 01-01-2023

Seconded by: Deputy Mayor Shaw

Be It Resolved that the agenda for the Council Meeting of Monday, January 9, 2023 be received and adopted, as distributed by the Clerk.

#### Carried

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

None.

#### 5. Unfinished Business

None.

#### 6. Minutes of Previous Meetings

#### 6.1 December 12, 2022 Regular Council Minutes

Subsequent to further discussion, Council passed the following resolution:

02-01-2023

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 on December 12, 2022.

#### Carried

#### 7. Business Arising from the Minutes

#### 7.1 Chesley Legion - Request for Tax Receipts

Treasurer Tracey Neifer gave Council an update.

She noted that under the Canada Revenue Agency rules and regulations that the Municipality cannot issue tax receipts for another entity that is not a charitable group.

A donor cannot choose a specific beneficiary for their gift or ask the qualified donee to give the gift to another **non**-qualified donee. However, a donor can ask that their gift be used in a particular program of the qualified donee as long as there is no benefit to the donor or anyone not at arm's length to the donor. The qualified donee must be able to use the gift within the particular program as it sees fit. If the donor retains control, the donation is no longer considered a gift at law and a receipt cannot be issued.

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

None.

#### 9. Public Meeting(s)

None.

#### 10. Delegations

#### 10.1 Abundant Solar Energy Inc.

Matt McGregor, Richard Lu, and Chris Buligan gave a presentation to Council.

They previously delegated Council in December and held another public meeting last week in Chesley.

They are proposing a battery energy storage system for a private property situated at 60 Industrial Park Road in Chesley.

There is a supply gap of electricity due to the 2025 shut down at the Pickering Nuclear station as well as a general increase in demand. This system is here to benefit the local grid and will serve Chesley and Paisley. They will contract with a local electrical firm to maintain the system.

The proponent/investor is Solar Flow-Through Fund.

If this site is selected, they will be applying for permits and will be in operation by mid-2025.

Subsequent to further discussion, Council passed the following resolution:

#### 03-01-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Dudgeon

Be it Resolved, that the Council of Arran-Elderslie hereby provides their support to Abundant Solar Energy Inc., on behalf of 1000234813 Ontario Inc., for their proposed submission to IESO for the proposal to construct and operate a long-term reliability project with distribution connected battery energy storage systems (BESS) charged from the utility grid on lands municipally known as 60 Industrial Park Drive, Chesley.

Notwithstanding Council's support for submission to IESO, it should be noted that the applicant may be required to submit future land use development related applications for this project if the proposal is successfully awarded by IESO.

Project Name: OZ-1

BESS Size: 4.99MW/19.96MWh

Legal description of the portion of the Project Site:

LT 13-34, 36-47, 50-61, 65-76, 80-91, 96-101 PL 310; MCGAW ST, HIGH ST PL 310 S/T & T/W R376714; PT PARKLT T, U PL 217 & PT RIVER ST PL 310 CLOSED BY CH7716, PT 1 & 5

3R7740, PT 1, 2, 4 3R7734; PT FAIRVIEW AV, RIVER ST PL 310 PT 1, 2, 4 3R4763, PT 11 3R7734 CLOSED BY R374503, PT 1, 2, 3 3R6870 CLOSED BY R339205, PT 6, 7 3R4763 CLOSED BY CH7716; PT LANE PL 310 CLOSED BY CH7716, BTN LT 13 TO 22 PL 310; LANE LYING NORTHERLY OF LT 23 TO 32, PL 310; PT LANE PL 310 LYING EASTERLY AND ABUTTING LT 32 TO 34, PL 310 CLOSED BY R374503 PT 7, 8, 9 3R7740; LANE PL 310

BTN HIGH ST AND MCGRAW ST EXTENDING FROM QUEEN ST TO FAIRVIEW AV; LANE PL 310 BTN RIVER ST AND HIGH ST EXTENDING FROM QUEEN ST TO FAIRVIEW AV; LANE PL 310 BTN LT 40 TO 43, 54 TO 57, 69 TO 72, 84 TO 87, 100 & 101 PL 310, CLOSED BY R374503; LANE PL 310 BTN LT 100 & 101; PT LORNE ST PL 310 PT 3 3R7740, S/T R377152, PT 9, 10 3R7734, S/T R375072, CLOSED BY R374503;S/T R278375,R324241, R356491, R356492, R380920, R380921 MUNICIPALITY OF ARRAN-ELDERSLIE

Carried

#### 11. Presentations

#### 11.1 Municipal Innovation Council - Becky Smith

Becky Smith of the Municipal Innovation Council (MIC) gave a presentation to Council.

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.

Areas of focus are construction and infrastructure, IT and digital services, municipal sustainability and liveable communities.

For every MIC dollar invested, they have been able to double that through external funding sources. This brings the total value delivered by the MIC to over \$1.25 million.

In 2023, they are looking at medical professional recruitment, municipal succession planning, waste management, municipal labour and workforce housing.

The MIC funding model is based on a \$12,000 base fee (annual) + \$2.50 per household – based on 2016 census. Therefore Arran-Elderslie's fee would be \$19,575 (annual).

Council thanked Ms. Smith for her presentation.

#### 11.2 Development Planning in Arran-Elderslie - Daniel Kingsbury, Senior Planner and Megan Stansfield, Planner

Daniel Kingsbury, Senior Planner and Megan Stansfield, Planner gave a presentation to Council.

They noted that the 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.

There are different spheres of responsibility:

• Federal Provincial jurisdiction over property does not extend to federallyregulated 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)

The Provincial Policy Statement looks at building strong and healthy communities, the wise use and management of

resources, and protecting public health and safety. Official Plans establish community vision, goals & objectives, policies to guide land use decisions. There is a County Official Plan and a Local Official Plan which must conform and may be more, but not less restrictive.

The Arran-Elderslie Official Plan provides detailed direction to the Chesley, Paisley and Tara and has a higher level of detail than the County Plan. Plans and amendments must be approved by the County.

Council thanked Mr. Kingsbury and Ms. Stansfield for their presentation.

#### 12. Correspondence

#### 12.1 Requiring Action

12.1.1 Rental of Tara Curling Club on June 27, 2023

Subsequent to further discussion, Council directed that this be deferred to Budget discussions.

12.1.2 Crime Stoppers of Grey Bruce - Request for Letter of Support

Subsequent to further discussion, Council passed the following resolution:

#### 04-01-2023

Moved by: Councillor Steinacker

Seconded by: Councillor Penner

Be it Resolved that Council directs staff to prepare a letter of support on behalf of Crime Stoppers of Grey Bruce.

Carried

#### **12.2 For Information**

Subsequent to further discussion, Council passed the following resolution:

05-01-2023

Moved by: Councillor Hampton

Seconded by: Councillor Penner

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 Saugeen Valley Conservation Authority Board Minutes -October20, 2022

12.2.2 Crime Stoppers Month January 2023

#### 13. Staff Reports

#### 13.1 CAO/Clerks

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

Deputy Clerk, Julie Hamilton, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

06-01-2023

Moved by: Councillor Dudgeon

Seconded by: Deputy Mayor Shaw

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,

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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.

## Carried

13.1.2 SRDPCLK.2023.02 Tile Drainage Loan Application – Concession 4, LT 8 PT LOT 7, Elderslie

07-01-2023

Moved by: Councillor Hampton

#### Seconded by: Councillor Nickason

Be It Resolved that Council hereby,

- 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.

## Carried

## 13.2 Finance

13.2.1 SRFIN.23.01 - DRAFT 2023 Operating and Capital Budget

Treasurer Tracey Neifer discussed the draft budget with Council.

The public meeting for the budget will be held on February 22, 2023 at 6:00 p.m. in the Council Chambers.

16-01-2023

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 2nd 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.

#### Carried

#### 13.3 Public Works

The Public Works Manager noted that the damaged snow plow will be repaired.

There is an incident report and going forward, the incident will be reviewed in-house including plowing procedures.

13.3.1 SRWS.23.01 Drinking Water Quality Management Review and Updates for 2021

08-01-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Penner

Be It Resolved that Council hereby,

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

#### Carried

13.3.2 SRWS.23.02 – Water Operations Truck Purchase

09-01-2023

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council hereby,

 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).

Carried

#### 13.4 Building/Bylaw

None.

#### 13.5 Facilities, Parks and Recreation

None.

#### 13.6 Emergency Services

None.

#### 13.7 Economic Development and Planning

None.

#### 14. Notice of Motion

None.

#### 15. Members Updates

<u>Shaw:</u>

Deputy Mayor Shaw thanked staff for their hard work during the blizzard. She attended the Grey Sauble Conservation Authority meeting as well as the Abundant Solar public meeting. She met with the economic development officer and Bruce County Economic Development Manager regarding the community improvement plans. She will be attending the Clean Energy Frontier symposium on Friday.

#### Hampton:

Councillor Hampton thanked staff for all their hard work during the storm. He attended a doctor recruitment meeting as well as attending the Abundant Solar public meeting

#### Dudgeon:

Councillor Dudgeon thanked CAO Sylvia Kirkwood and Works Manager Scott McLeod for being so accessible during the blizzard.

#### Steinacker:

Councillor Steinacker had received some questions regarding property standards in Tara.

#### Penner:

Councillor Penner had a few ratepayer calls regarding snow plowing, birds and cats.

#### Nickason:

Councillor Nickason noted that the Allenford Christmas lights were well received.

#### Hammell:

Mayor Hammell attended the Abundant Solar public meeting as well as meeting with the economic development officer and Bruce County Economic Development Manager regarding the community improvement plans.. He thanked staff for keeping Arran-Elderslie safe through the blizzard.

#### 16. New Business

#### 16.1 Approval of Attendance at Event - Deputy Mayor Shaw and Councillor Penner

15-01-2023

Moved by: Councillor Steinacker

Seconded by: Councillor Nickason

Be It Resolved that Council hereby approves the attendance of Deputy Mayor Shaw and Councillor Penner at the Clean Energy Frontier Summit, being held at the Best Western Plus in Walkerton on Friday, January 13, 2023.

#### Carried

#### 17. By-laws

Subsequent to further discussion, Council passed the following resolution:

## 17.1 By-law 01-2023 - Fire Marque

Subsequent to further discussion, Council passed the following resolution:

10-01-2023

Moved by: Councillor Nickason

Seconded by: Councillor Hampton

Be It Resolved that By-law No. 01-2023 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 01-2023 being a By-law to authorize cost recovery (fees) with respect to Fire Department specific responses with Indemnification Technology (Fire Marque).

#### Carried

## 17.2 By-law 02-2023 Tile Loan Debenture 2023-02 Rating Bylaw

Council passed the following resolution:

11-01-2023

Moved by: Councillor Dudgeon

Seconded by: Councillor Hampton

Be It Resolved that By-law No. 02-2023 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 02-2023 being a By-law imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act.* 

Carried

#### 18. Closed Session (if required)

12-01-2023

Moved by: Councillor Dudgeon

Seconded by: Councillor Steinacker

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

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

() 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;

(X) 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)

() 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:

Item 1: CAO Sylvia Kirkwood, Works Manager Scott McLeod, Clerk Christine Fraser-McDonald, Treasurer Tracey Neifer

Guest Authorized to Remain: Duane Stade, owner Bruce Service Sales and Rental Inc. and Josh Stade

Item 2: CAO Sylvia Kirkwood and Clerk Christine Fraser-McDonald

#### Carried

## 19. Resolution to Reconvene in Open Session

Council passed the following resolution:

13-01-2023

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 12:15 p.m.

#### Carried

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

Mayor Hammell reported out of the closed session indicating that Council only discussed the matters identified in the motion regarding waste management and the litigation update.

Direction was given to staff in Closed Session for items 1 and 2.

#### 21. Adoption of Closed Session Minutes

Subsequent to further discussion, Council passed the following resolution:

14-01-2023

Moved by: Councillor Hampton

Seconded by: Councillor Steinacker

Be It Resolved that Council of the Municipality of Arran-Elderslie adopt the minutes of the Closed Sessions dated November 28, 2022 and December 12, 2022.

Carried

#### 22. Confirming By-law

#### 22.1 By-law 03-2022

Council passed the following resolution:

17-01-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Dudgeon

Be It Resolved that By-law No. 03-2023 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 03-2023 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, January 9, 2023.

## Carried

#### 23. Adjournment

Subsequent to further discussion, Council passed the following resolution:

18-01-2023

Moved by: Councillor Nickason

Seconded by: Councillor Hampton

Carried

## 24. List of Upcoming Council meetings

January 30, 2023 February 13, 2023 February 27, 2023 March 13, 2023

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

## Multi Municipal Wind Turbine Working Group MINUTES

## MMWTWG-2022-05 Thursday, November 10, 2022, 7:00 p.m. Via Zoom

Members Present:	Doug Bell - Municipality of Arran-Elderslie Bill Palmer - Citizen - Municipality of Arran-Elderslie Steve Adams - Municipality of Brockton Philip M. Englishman - Citizen - Municipality of Brockton Alex Westerhout - Municipality of Central Huron Scott Mackey - Township of Chatsworth Paul McQueen - Municipality of Grey Highlands Tom Allwood - Municipality of Grey Highlands
	Randy Roppel - Municipality of Kincardine

Others Present: Julie Hamilton - Recording Secretary

## 1. Meeting Access Details

## 2. Call to Order

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

## 3. Adoption of Agenda

The Working Group passed the following resolution:

## MMWTWG-2022-39

Moved by:	Randy Roppel - Municipality of Kincardine
Seconded by:	Philip M. Englishman - Citizen Municipality of Brockton

Be It Resolved that the Multi-Municipal Wind Turbine Working Group hereby adopts the agenda of the Thursday, November 10, 2022 as distributed by the Recording Secretary.

## Carried

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

None.

## 5. Minutes of Previous Meetings

## 5.1 Minutes of the September 8, 2022 meeting

The Working Group passed the following resolution:

## MMWTWG-2022-40

Moved by:	Steve Adams - Municipality
	of Brockton

Seconded by: Alex Westerhout -Municipality of Central Huron

Be It Resolved that the Multi-Municipal Wind Turbine Working Group hereby approves the minutes of the Thursday, September 8, 2022 meeting as presented by the Recording Secretary.

Carried

## 6. Business Arising from the Minutes

## 6.1 Letter in response to the Ministry of Environment, Conservation and Parks Compliance and Complaint letter

At the September 8th meeting, the Working Group passed a resolution that a letter be drafted and and sent to the Ministry of the Environment, Conservation and Parks, requesting that we receive a quarterly report regarding complaints and the response to those complaints as required by the compliance protocol and that these reports be sent through the Recording Secretary for inclusion in the agenda package. This letter has been completed and sent to the Ministry.

## 6.2 Letter Re: Wind Turbine Taxation

At the September 8th meeting, the Working Group approved the distribution of a letter to be sent to the Minister of Finance requesting a review of the tax assessment rate assigned to wind turbines by a regulation under the authority of the Minister of Finance. This letter was finalized and has been sent.

## 7. Delegations/Presentations

## 7.1 Wind Turbines defined as A Health Hazard - Ruby Mekker

Ms. Mekker addressed the working group regarding her efforts to clarify if industrial wind turbines are, or should be, recognized as health hazards. She provided in advance of the meeting, the presentation that she made to the Eastern Ontario Health Unit, Board of Health, regarding the health effects that wind turbines have been known to cause in people who reside in the vicinity of sites. She also provided some communications she has had with Wind Concerns Ontario and Robert Lerch, Director, Health Protection and Surveillance Policy and Programs Branch Ontario Ministry of Health.

Ms. Mekker requested that the MMWTWG seek clarification from the Government of Ontario about whether industrial wind turbines are, or should be, considered a "health hazard" as defined by the Health Protection and Promotion Act of Ontario, something "that has or that is likely to have an adverse effect on the health of any person.

The Chair thanked Ms. Mekker for her presentation.

Members of the Working Group offered their past experiences with this avenue.

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

## MMWTWG-2022-41

Moved by:	Bill Palmer - Citizen - Municipality of Arran- Elderslie
Seconded by:	Randy Roppel - Municipality of Kincardine

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

1. Receives the presentation received from Ruby Mekker regarding the health hazards related to wind turbine; and

2. That a letter will be drafted and distributed to the regional officers of health that apply to the member municipalities to seek clarification from about whether industrial wind turbines are or should be considered a "health hazard" as defined by the Health Protection and Promotion Act of Ontario, something "that has or

that is likely to have an adverse effect on the health of any person.

## Carried

## 7.2 Update on Dover Chatham Kent Water - Ruby Mekker

Ms. Mekker made a presentation to the Working Group regarding the All-Hazard Investigation of Well Water in Chatham-Kent.

Members of the Working Group discussed the legal implications that have come from this investigation.

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

## MMWTWG-2022-42

Moved by:	Alex Westerhout - Municipality of Central Huron
Seconded by:	Mark Davis - Municipality of Arran-Elderslie

Be It Resolved that the Multi-Municipal Wind Turbine Working Group hereby receives the presentation made by Ruby Mekker regarding the all hazard investigation of well water in Chatham Kent for information.

## Carried

## 7.3 Update of on IESO - Warren Howard

Mr. Howard provided an update on the IESO.

He highlighted some of the major changes in the electricity sector:

- Demand to grow at 1.7% per annum between 2023 and 2042.
- Driven by electrification -electric vehicles, steelmaking, rail transit and hydrogen.
- New capacity required by 2025.
- Extending the life of the Pickering Plant until 2026.

Warren also provided an update on the ministerial directive issued for the procurement of additional MW.

These projects require "municipal permits or other support from the municipality".

Wind Concerns Ontario has provided their input on Municipal Support Form.

Specifics on New Project

- Project description and list/map of properties used
- Description of any proposed use road allowances
- Report on Community Engagement Meeting

Linked to Existing Project

– Relationship between projects and confirmation project is meeting approval terms.

- Confirmation that 40 dBA limit will be met after repowering.

– Details on complaints received about existing project and actions taken to correct the cause.

Wind Concerns Ontario also provided their input on Community Engagement

- Provide same detailed information to community as to the municipality.

- Structure meeting as a "Town Hall".

- Document compliance with any current approval.

- Provide written responses to concerns raised in community meetings.

- Document adjustments made to project based on community feedback.

Wind Concerns Ontario also provided some general feedback regarding the RFP process.

## Indigenous Support

 Local Indigenous support required before points can be awarded for Indigenous participation

Double-Dipping

– Storage contracts linked to wind turbine operators require renegotiation of wind contract

Municipal Support

– Can only be provided by resolution of the Council for the municipality

- Input from municipal planners and building permits do not indicate municipal support.

Mr. Howard also added that the list of qualified bidders for the expedited process and LT1 RFP was released on August 25. 19 of the approved bidders have wind turbine contracts, and 12 of the 19 are in violation of their existing approval. i.e. noise audits and/or complaint handling.

Chair Allwood thanked Mr. Howard for his presentation,

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

## MMWTWG-2022-43

Moved by:	Steve Adams - Municipality of Brockton
Seconded by:	Randy Roppel - Municipality of Kincardine

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

## Carried

## 8. Correspondence

## 8.1 Requiring Action

8.1.1 Freedom of Information Request Estimate Letter

The fee estimate was received for the MECP FOI Reference A2022-01938 related to: All summaries, reports, memoranda, notes of meetings and telephone calls, and e-mails related to accidents or incidents ("catastrophic failures") and fires occurring in wind turbines or wind power generators in Ontario.

It is estimated that the cost to research this request will be \$847.50, 50% of which is required to be paid in advance of the research commencing. A second request was made for information related to the Skyway 8 project. The cost is expected to be under the threshold for an estimate to be required. Any records found will be provided once available

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

#### **MMWTWG-2022-44**

Moved by:	Steve Adams - Municipality
	of Brockton

Seconded by: Philip M. Englishman -Citizen - - Municipality of Brockton

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby approves the fee estimate related to MECP FOI Reference A2022-01938 and directs the Recording Secretary to complete payment and proceed.

#### Carried

8.1.2 Approval of Recording Secretary Invoice

The Working Group passed the following resolution:

#### MMWTWG-2022-45

Moved by:	Mark Davis - Municipality of Arran-Elderslie
Seconded by:	Alex Westerhout - Municipality of Central Huron

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby approves payment of the invoice for Recording Secretary services for the months of September and October, 2022.

## Carried

## 8.2 For Information

8.2.1 Chatham Kent Water Wells All Hazards Investigation Public Meeting Notice

The Working Group passed the following resolution:

#### MMWTWG-2022-46

Moved by:	Paul McQueen -
	Municipality of Grey
	Highlands

Seconded by: Steve Adams - Municipality of Brockton

Be It resolved that the Multi Municipal Wind Turbine Working Group hereby accepts the correspondence 8.2.1 for information purposes.

Carried

## 9. Members Updates

Bill Palmer noted that he has been accepted for membership into the Institute of Noise Control Engineers - USA and have submitted to their "Noise Control and Engineering Journal" a technical paper titled "Annoyance predicted by objective assessment of wind turbine acoustic profile." It is based on data collected in Bruce and Huron Counties over the last several years. If the paper is accepted, he will provide a presentation to the Working Group at a future meeting.

## **10. New Business**

## **10.1 MMWTWG Members as of October 24th Municipal Election**

Members of the Working Group discussed the important mandates that the member municipalities need to continue to advocate for.

The Recording Secretary will draft and forward a letter to the new councils of the Member Municipalities highlighting the work that the MMWTWG has complete and continues to work towards. The Members also agreed that it was important to continue to build an alliance with local provincial government members and that perhaps MPP Rick Byers and Lisa Thompson could be invited to a future meeting.

The members discussed the history of the MMWTWG and how it was established. It was noted that Arran-Elderslie Member Mark Davis has played an important role in the ongoing advocacy of the group. The Member's agreed that his continued membership as a citizen member would be beneficial. The Recording Secretary will pass this information along to Arran-Elderslie for consideration during committee appointments.

Bill Palmer, Citizen Member for the Municipality of Arran-Elderslie, noted his intention to not be re-appointed as a voting member but rather be appointed as a technical advisor to the Working Group. This arrangement would satisfy the requirements he must meet to ensure compliance with this designation as a Professional Engineer.

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

## MMWTWG-2022-47

Moved by:	Paul McQueen - Municipality of Grey Highlands
Seconded by:	Steve Adams - Municipality of Brockton

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

- 1. Appoints Bill Palmer as technical advisor to the Working Group in the capacity of Professional Engineer, in accordance with the Terms of Reference; and
- 2. Agrees to pay Mr. Palmer the sum of \$2.00 per annum to compensate him for his technical advice; and
- 3. Acknowledges that Mr. Palmer has satisfied the requirement to retain liability insurance for his advisory role, of which, confirmation will be provided to the Recording Secretary; and
- 4. That this resolution be forwarded to member municipalities of the Multi-Municipal Wind Turbine Working Group.

## Carried

## **11.** Closed Session (if required)

Not required.

- **12.** Resolution to Reconvene in Open Session
- 13. Adoption of Recommendations Arising from Closed Session (If Any)
- 14. Adoption of Closed Session Minutes
- 15. Confirmation of Next Meeting

The next meeting is scheduled for January 12, 2022.

16. Adjournment

The Working Group passed the following resolution:

## MMWTWG-2022-48

Moved by:	Paul McQueen - Municipality of Grey Highlands

Seconded by: Philip M. Englishman -Citizen - - Municipality of Brockton

Be it Resolved that the meeting of the Multi-Municipal Wind Turbine Working Group is hereby adjourned at 8:38 p.m.

Carried

Tom Allwood, Chair

Julie Hamilton, Recording Secretary





## April 26, 2022 @ 4:00 PM, Arran-Elderslie Council Chambers

#### Members Present:

Scott Mackey – Township of Chatsworth Mark Davis – Arran-Elderslie (Chair) Doug Bell – Arran-Elderslie Brian Dudgeon – Arran-Elderslie - electronically Shawn Greig – Township of Chatsworth

#### **Staff Present:**

Sylvia Kirkwood – CAO, Arran-Elderslie Christine Fraser-McDonald, Clerk, Arran-Elderslie Tracey Neifer – Treasurer, Arran-Elderslie Steve Tiernan – Fire Chief, Arran-Elderslie Robert Bell – Fire Chief, Chesley Fire Department Patty Sinnamon – CAO, Chatsworth Mike Givens – Fire Chief, Chatsworth

#### 1. Call to Order

Chair Mark Davis called the meeting to order at 4:00 p.m. with a quorum present.

#### 2. Adoption of Agenda

The Board passed the following resolution:

Moved by: Member Scott Mackey Seconded by: Member Doug Bell

Be it resolved that the Chesley and Area Fire Department Joint Board adopts the agenda as circulated by the Clerk as amended.

Carried - Resolution 5-2022

3. **Declaration of Pecuniary Interest** None declared.

#### 4. Minutes of Previous Meeting

The Board passed the following resolution:

Moved by: Member Doug Bell Seconded by: Member Scott Mackey





Be it resolved that the Chesley and Area Fire Department Joint Board adopts the minutes of the Regular Joint Board meeting held on February 22, 2022.

## Carried - Resolution 6-2022

## 5. New Business

5.1- SRFIN.22.15 Chesley & Area Fire Station – Financial Update

Treasurer, Tracey Neifer, presented her report to the Board.

After three months of operations the Chesley & Area Fire Station is reflecting positive results with net operating expenses of \$47,062 compared to budget of \$57,842. The report also includes comparative information for December 31, 2021. The Financial Report presented on February 22nd, 2022, showed net operating expenses of \$198,790 compared to \$200,291, representing year-end adjustments of \$1,501.

Subsequent to further discussion, the Board passed the following resolution:

Moved by:Member Scott MackeySeconded by:Member Shawn Greig

Be It Resolved that the Chesley & Area Fire Department Joint Fire Board hereby approves a transfer of \$5259.06 from Fire Tower for Bell Mobility Reserve for the fire hall repairs.

## Carried – Resolution 7-2022

Subsequent to further discussion, the Board passed the following resolution:

Moved by: Member Doug Bell Seconded by: Member Shawn Greig

Be It Resolved that the Chesley & Area Fire Department Joint Fire Board hereby approves the Financial Report for March 31, 2022.

## Carried – Resolution 8-2022

5.2 - SRFIRE.22.04 Chesley and Area Quarterly Fire Report

Fire Chief Steve Tiernan presented his report to the Board for information purposes.





The information is comprised of Fire Responses, Training, Apparatus Information, Fire Prevention and Public Education completed from January 1-March 31, 2022.

There were:

- Eleven (11) incidents compared with Nineteen (19) in 2021
- 5 Arran-Elderslie, 6 Chatsworth
- 2 Fires, 5 Medical, 1 Carbon Monoxide, 1 MVC, 2 Cancelled

An analysis of the 10-year usage of Tanker 94 between Chesley Station 90 and Chatsworth was also presented.

Data was reviewed from Jan 2012 to April 2022:

- Tanker 94 responded to 180 calls, 21 of which were within the Town of Chesley. This resulted in a 11.6% usage for in Town calls.
- Pumper 92 responded to 54 calls, 9 of which were in Chatsworth Township. This resulted in a 16.6% usage for Chatsworth Township.

All Public Education activities are on hold due to Covid 19. The hopes are that these activities will commence in the near future.

The Chief noted that there have been some changes to the training certification presented by the Province. He will bring a future update regarding financial implications from the mandatory certification.

District Chief Bell will provide a more detailed breakdown on the use of all the apparatus. This will include all calls for Arran-Elderslie as well as when it is used for Mutual Aid from 2012 to 2022. This will include Tanker 94 and Pumper 92.

5.3 Review of Joint Fire Agreement

The Board discussed the existing Joint Fire Agreement and if there is merit in continuing the agreement or investigating other avenues such as dissolving the Board.

Subsequent to further discussion, the Board passed the following resolution:

Moved by: Member Doug Bell Seconded by: Member Scott Mackey

Be It Resolved that the Chesley & Area Fire Department Joint Fire Board hereby directs Arran-Elderslie staff to update Report SRFIN.21.17 which will be

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provided to the Township of Chatsworth for written response, and that another Board meeting be held to discuss the reports to determine a recommendation from the respective Councils regarding the continuation or amendment of the Chesley & Area Joint Fire Agreement.

Carried – Resolution 9-2022

6. Next Meeting Date

The next meeting date will be December 13<sup>th</sup>, 2022 @ 4:00 p.m.

7. Adjournment

Member Scott Mackey moved to adjourn the meeting adjourned at 5:26 p.m.

Mark Davis, Chair

Christine Fraser-McDonald, Recording Secretary



## **Minutes**

#### **Members Present:**

Mayor Steve Hammell Deputy Mayer Mark Davis Councillor Melissa Kanmacher (Chair) Councillor Brian Dudgeon Member Brett Skinn

## Members Absent:

Member Nancy Butchart

## Staff Present:

S. Kirkwood, CAO S. Tiernan, Chief D. Teeple, District Chief T. Neifer, Treasurer (Recording Secretary)

## 1. Call meeting to order

Chair Kanmacher called the meeting to order at 6:00 pm.

## 2. Adoption of Agenda

The Committee passed the following resolution:

Moved by: Member Davis Seconded by: Member Dudgeon

Be it resolved that the Paisley Fire Hall Subcommittee adopts the agenda of the Committee meeting held on June 14, 2022, as circulated by the Clerk. Carried Resolution 4-2022

## 3. Disclosure of pecuniary Interest

None declared.

## 4. Adoption of Minutes of Previous Meeting

The Committee passed the following resolution: Moved by: Member Davis Seconded by: Member Dudgeon

Be it resolved that the Paisley Fire Hall Subcommittee adopts the minutes of the Committee meeting held on March 10, 2022.

## Carried Resolution 5-2022

## 5. Business Arising from the Minutes

None

## 6. Staff Reports

6.1 - SRFIN.22.20 Paisley Fire Station No. 80 Sub-Committee, Action Item Update

Treasurer, Tracey Neifer, presented her report to the Subcommittee for information purposes.

The report has been prepared to provide the Committee with an update as to the status of the action items outlined in the report SRFIN.22.12, presented on March 10, 2022.

After discussion, the Committee passed the following resolution:

Moved by: Member Skinn Seconded by: Member Dudgeon

Be it resolved that he Paisely Fire Hall Subcommittee recommend to Council that preliminary design drawings be prepared internally for a new Arran-Elderslie Fire and Emergency Services Administrative Headquarters/ Station 80.

## **Carried Resolution 6-2022**

6.2 Fire Chief - Power Point Presentation – Proposed New Fire Hall

Fire Chief Steve Tiernan made a presentation to the Committee regarding the proposed new Fire Hall.

After the presentation Committee members discussed:

- Building should be front facing Queen Street
- Water hydrant located at the corner
- Sewer tile bed and septic
- Fill dig and compress; information required on costing and clean up
- Other alternatives
- Members were in support of the building drawings as presented

Three actions were noted:

- 1. Cost to remove holding symbol
- 2. Cost to prepare the site for building a 3-bay Fire Station

## 7. Other Business

## 8. Next meeting date

The next meeting will be called by the Chair when additional information is available.

## 9. Adjournment

The Committee passed the following resolution:

Moved by: Member Skinn Seconded by: Member Dudgeon

Be it Resolved that the Paisley Fire Hall Subcommittee adjourns the meeting at 7:37 p.m.

## Carried Resolution 7-2022

Chair

## **Recording Secretary**

#### Bruce Area Solid Waste Recycling

Board of Management, Regular

*Item 1: No pecuniary interests were declared.* 

Item 2: Moved by John Divinski Seconded by Ryan Nickason That we approve the minutes of the regular meetings held June 16, 2022 as distributed. Carried.

Item 3: Monthly Reports Moved by Lillian Abbott Seconded by John Divinski That we have reviewed cheque numbers 17193-17244 inclusive totalling \$220,729.51. Carried.

#### Financial Statements - June 2022

-tonnage for the month of June totaled 623.29 T -year to date tonnage for June 2022 3,012.22 T -net income for June 2022 totaled \$18,784.27 -year to date net income at June 2022 totaled \$210,174.72

Moved by Ryan Nickason Seconded by Lillian Abbott That we have reviewed cheque numbers 17245-17279 inclusive totalling \$227,793.55.

Carried.

Financial Statements - July 2022

-tonnage for the month of July totaled 472.16 T -year to date tonnage for July 2022 3,484.38 T -net income for July 2022 totaled \$24,436.69 -year to date net income at Julye 2022 totaled \$230,108.84 compared to a year to date net income at July 31, 2021 of \$10,213.52.

Vince noted that commodity revenues have been above average in the past two months, Vehicle maintenance was high in June due to three trucks having their large "B" inspections performed.

Item 4: Other Business

Vince noted that staff has had discussions regarding the collection of Recycling for our two observed Stat holidays, Christmas and New Year's Day. Vince reported that staffing has been challenging this last few years, and he recommened treating the days as snow days and the material that would have been put out would be collected on the next regular day for the areas that would fall on those two days. Historically, with residents traveling the amount placed out for collection is low. The garbage contracts would not be effected.

Our 25th Annual food drive has begun, the amount of donations compared to the past are down. John Divinski asked how it is advertised. We put ads on Bayshore Broadcasting and Blackburn Radio and on our Facebook page with all of our member municipalities tagged in the post, and in all the local newspapers for two weeks. Discussions were held concerning the possibility of adding an additional week of ads in the papers.

Vince reported that BASWR has submitted a Request for Proposal as a subcontractor to Miller Waste. This RFP was to be a receiving facility when the Producer responsibility for recycling changes to 100% funding. BASWR entered as a subcontractor becuase Miller Waste picks up approximately 1/2 of the "Catchment area" Grey-Bruce falls in.

The next RFP we will be working on is the Collection contract. This would be the same scenario, BASWR as a sub contractor to Miller Waste.

Moved by Lillian Abbott That we adjourn to meet again, October 20, 2022 at 9 am via ZOOM. Seconded by Ryan Nickason

Carried.

Chairperson

Secretary/Treasurer
From:	Sinclair TV & Appliance
To:	Christine Fraser-McDonald
Cc:	"Sinclair TV & Appliance"
Subject:	RE: FW: FW: tara curling club issue
Date:	January 10, 2023 2:02:50 PM

Thank you.

Edith

From: Sinclair TV & Appliance <sinclairtv@bmts.com>
Sent: January 10, 2023 1:05 PM
To: Christine Fraser-McDonald <clerk@arran-elderslie.ca>
Cc: 'Sinclair TV & Appliance' <sinclairtv@bmts.com>
Subject: FW: FW: FW: tara curling club issue

Hi Christine,

Thank you for returning my call. Below is the letter that was sent on Friday re the rental pricing for use of the community centre by the Tara Curling Club. The agreement has been in place for many years and was sustainable when rental rates were more affordable. We are a volunteer run organization and as the usage fees have increased it has become an unsustainable cost burden for us to run events to showcase our club and to attract new members. Covid was tough for Tara Curling Club.

Please let me know where we go from here.

Thanks, Edith

From: Sinclair TV & Appliance [mailto:sinclairtv@bmts.com]
Sent: Friday, January 06, 2023 4:06 PM
To: shammell@arran-elderslie.ca; rnickason@arran-elderslie.ca; jshaw@arran-elderslie.ca; psteinacker@arran-elderslie.ca
Cc: 'Sinclair TV & Appliance'
Subject: FW: FW: tara curling club issue

Mayor Steve Deputy Mayor Jen Arran Ward Councillor Ryan Tara Ward Councillor Peter

We want to follow up on behalf of the Tara Curling Club who submitted a request through the Arran-Elderslie online portal to have our rates for use of the Tara Community Centre be zero. We offered to send a delegation to Council. The request was sent to the Municipality but we have yet to receive a response.

December 14th we hosted a senior men's bonspiel, involving 48 senior curlers. We used about a third of the community centre space and did not use the main kitchen or the bathrooms. We were charged \$382.15 plus hst for a total of \$431.83.

Historically Tara Curling Club is allowed one free use of our community centre hall and kitchen per 6 month curling season. The club usually rents the facility 6-8 times. We have recently learned that Chesley Curling Club gets 15 usages of their community centre at no charge. We are simply asking for equal treatment within the Municipality.

We did talk to our Tara ward Councillor, Peter Steinacker, who will bring our concerns forward to Council. We would also be most willing to attend the next meeting to discuss our concerns.

We much appreciate your help in this matter.

Yours truly, Ian and Edith Sinclair, Tara Curling Club



### Women's House Serving Bruce & Grey

P.O. Box 760, Kincardine ON N2Z 2Z4 (519) 396-9814 Fax (519) 396-7800

Municipality of Arran-Elderslie P.O. Box 70 1925 Bruce Road #10 Chesley, Ontario NOG 1L0

Thursday, November 17, 2022

Dear Members of Council and Friends of Women's House:



On behalf of Women's House Serving Bruce & Grey, I wanted to thank you, as a municipality, for all of the successes you have had over the past year. I also wanted to provide you and your new council with some information regarding Women's House services and programs, and our successes and struggles within the last year.

Women's House Serving Bruce & Grey has a fundraising budget of *\$125,000* this year to maintain our quality and delivery of services. In order to provide the vital programs and services we offer to the women and children in need in our community, we rely on fundraising efforts to bridge the gap between government funding and operating costs. In normal times, this includes keeping open extra beds for when the shelter is full, funding programs with waitlists, and funding programs not covered by Ministry funding, such as Second Stage Housing and also our newest support service for our community, the Youth Sexual Assault and Anti-Human Trafficking program. During the pandemic we have seen a significant increase in requests for support. The Child Witness Program always maintains a waitlist due to high demand. This year, both our Outreach Counselling and Sexual Assault Counselling programs have seen waitlists created on the statistics reporting software, yet the Counsellors do not turn away clients. With an increase in awareness about our services and the fallout from the pandemic and lockdown stresses, the need for our services is ever increasing. When you support Women's House, you support the following underfunded programs and services for women and children that have experienced abuse:

- Shelter: A safe, secure, and supportive environment which houses up to thirteen (13) women and children. A Crisis Counsellor is on duty 24 hours per day, 365 days a year.
- **Transition and Housing Support**: Transition Workers assist women in developing a transition plan. The worker acts as an advocate on the women's behalf by seeking assistance in the areas of housing, education, job training, income support, legal aid, transportation, and/or childcare.
- VAW Outreach Counselling: Individual outreach counselling is available in Chesley, Durham, Hanover, Kincardine, Markdale, Owen Sound, Port Elgin, Walkerton, and Wiarton.
- **Child Witness:** We provide support to mothers and their children who have witnessed or experienced violence. Child Witness workers attend schools within Bruce and Grey Counties to provide support in individual and group settings.
- Sexual Assault Counselling: Confidential support for women who have been sexually assaulted recently or in the past.
- Second Stage Housing: Protected independent apartments are located in Kincardine, Port Elgin, and Wiarton. These units provide one year of safe and affordable housing for women and their children. On-site individual and group counselling is made available to participants.
- Youth Sexual Assault & Anti-Human Trafficking Counselling: with the rise in human trafficking in our area we have identified a need to build support, to work towards stopping the trafficking before it starts and supporting those that have already become victims (includes all youth to age 17)

Owen Sound Office

# PLACEMAKING PAISLEY

Leslie Beedell, Kaight Rehner, Jessica Sperry, Kate Trombino, Madie Vernooy, Tomas Vilde



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#### **A. EXECUTIVE SUMMARY**

Placemaking is an important tool for addressing collective problems in rural communities. When executed well, placemaking fosters social capital, reduces outmigration, increases economic activity, and strengthens connections to the places residents frequent. This report centers around placemaking in the Village of Paisley, Ontario. Paisley is a small, unincorporated community within the municipality of Arran-Elderslie in Bruce County, Ontario. In May 2022, work began to replace the 87-year old Teeswater River Bridge, dividing the community's historic business district in two, and exacerbating economic challenges for businesses already struggling due to the COVID-19 pandemic. The Municipality of Arran-Elderslie has identified placemaking as an important tool to help address challenges associated with the bridge closure. Our expertise as graduate students at TMU's School of Urban and Regional Development was acquired to develop a placemaking strategy that would build upon and compliment work already undertaken as part of the *Where the Rivers Meet* initiative. This strategy consists of two components: a series of proposed design interventions, as well as a recommended community consultation process. The design interventions focus on areas collectively identified as a community priority and provide an optimal canvas for revitalization. The placemaking process, centred around a community-led process, is intended as a guide for placemaking activities in Arran-Elderslie both in and outside of Paisley.



Source: Personal Photos, 2022

#### **B. COMMUNITY CONTEXT**

The historic village of Paisley is located at the confluence of the Saugeen and Teeswater Rivers in Bruce County, Ontario, approximately 55 kilometres south-west of Owen Sound. Paisley is situated on the traditional territory of the Anishinabek Nation (Saugeen Ojibway Nation, 2021). The village was first inhabited by white settlers in 1851, and today is an unincorporated community in the municipality of Arran-Elderslie, a municipality that includes the villages of Paisley, Tara and Chesley, as well as the surrounding farming communities (Municipality of Arran-Elderslie, 2020a).

Arran-Elderslie is home to approximately 6,800 people, including 1,061 people who reside within the village of Paisley (Statistics Canada, 2022). The population of Paisley skews slightly older: The average age is 44, and 46% of the population is over the age of 50. Racialized individuals account for less 1% of the total population, and less than 5% of residents were born outside of the country (Statistics Canada, 2022). Many Paisley residents were born and raised in the area, and the surrounding area is home to many farming families that have farmed the same land for generations (Kirkwood, 2022).

Paisley has experienced only minimal growth over the years. One historical account of the village stated that the population was 1,038 in 1872 (DeepRootsAllTrees.com, n.d.). While the lack of population increase may seem surprising to those residing in the rapidly growing GTHA, many rural communities struggle to maintain their populations due lack of economic opportunities and urban migration (Johnson-Woods and Feldpausch-Parker, 2022).





In May 2022, work began to replace the 87-year-Teeswater River Bridge, dividing old the community in two and creating further challenges for local businesses that had already been deeply impacted by the COVID-19 pandemic. The bridge construction is expected to last until next fall, with infrastructure improvements occurring north of the bridge in 2023 (Bruce County, 2022). While disruptive and challenging to local residents and business, this bridge replacement has acted as a catalyst for local events and placemaking interventions through the Where the Rivers Meet initiative. It has acted as a catalyst for our clients, Sylvia Kirkwood, the CAO at the Municipality of Arran-Elderslie, and Sandra Crockard and Alan Richardson, the co-executive directors of Trinity Theatre in Paisley, to partner with Toronto Metropolitan University students to explore placemaking opportunities in the community.

In 2015, Paisley's median household income was \$63,898, compared to a Canada-wide average of just over \$70,000 (Statistics Canada, 2022). Agriculture is a major employer in the area, and Arran-Elderslie is well-known as a beef-farming community (Kirkwood, 2022). Other major nearby employers include utilities, such as the Bruce Power nuclear power plant, the transportation and construction trades, and the retail sector (Municipality of Arran-Elderslie, 2020b).

The village of Paisley has long been known as a creative hub. The village is home to many artists and craftspeople, as well as Trinity Theatre and the Paisley Artscape Society (VisitPaisley.ca, 2012). This artistic drive is a tremendous asset to the community, playing an integral role in previous placemaking initiatives and helping to lead this report and recommendations.

The community also has a proud entrepreneurial spirit, with more than 50 small businesses, many of which reside on a two-block portion of Queen Street straddling the Teeswater River (VisitPaisley.ca, 2012). As well as forming the Village's historic central business district, Queen Street is also the local stretch of Bruce County Road 3, which provides vital transportation links between Bruce Peninsula and the GTHA (Bruce County, 2022).

#### **TAKEAWAYS FOR PRACTICE**

While the Teeswater River Bridge replacement has created challenges for Paisley, it has also highlighted the potential for placemaking as a means to strengthen economic and social capital in the community. The interventions and process described in this report are intended to not only address challenges surrounding the bridge development, but also to foster vibrancy, economic development, and deeper connections within the community by creating spaces in which people feel invested and want to spend time.

# 2 LITERATURE REVIEW





Source: Personal Photos, 2022

#### **A. INTRODUCTION TO PLACEMAKING**

According to Lew (2017), placemaking operates on a spectrum ranging from spaces that are shaped, impacted, and given meaning through the values and interactions of a cultural group, to intentional approaches that seek to redesign and define spaces. The more organic end of the spectrum is rooted in the theories of cultural geography that define placemaking through the collective bottom-up social practices of a community. These practices are often tied to a particular groups' traditions in a specific landscape and how they inscribe meaning from that physical space (Othman et al., 2013). Interestingly, these practices are often those that have been repeated for decades by local groups in distinct places but are taken for granted in contemporary society. In contrast, the opposite end of the spectrum consists of organized, and typically top-down approaches to designing spaces that assigns an identity to a place through design interventions (Lew, 2017). The intent of this approach is to reshape the behaviours of those in this space, their experience in the space and ultimately, their understanding of the space (Smith, 2022). This approach is deliberate and intentional and is often imposed on a host community with the belief that the space needs to be redefined to align with contemporary social and political norms (Smith, 2002). Whichever end of this continuum placemaking falls, all spaces undergo placemaking at one time or another as humans interact with the world around them (Lew, 2017). Whether the interactions are purposeful and rehearsed or instinctive and ordinary, how individuals recognize, connect with, and co-create the spaces they inhabit is placemaking. Most spaces land somewhere in the middle of the spectrum, where both engrained traditions and orchestrated changes create lasting impacts on the tangible environment and the experiences of those in that environment.

Platt & Medway (2022) argue that understandings of placemaking need to shift from a human-centered approach to recognizing the evolving and iterative nature of spaces. Defining placemaking as a static process in which humans impose meaning on a space limits the understanding of that space to a particular set of circumstances rather than holistically capturing the ebbs and flows the space enders over time. As placemaking has been increasingly deployed as a buzzword for interventionist approaches, researchers have begun to critique the term, calling for a reorientation of placemaking (Platt & Medway, 2022). Criticisms of placemaking as overtly managerial and neoliberal have emerged, including a lack of appreciation for the connection communities have for the people within them and the land they sit upon (Shaw & Montana, 2016). Reorienting our definition of placemaking involves transforming the understandings we have of space, from conceptualizing space as a "marketplace" to understanding the power held in the messiness of everyday interactions (Fincher et al., 2016) This shift involves investigating how to ground reconstructions of space in residents' perspectives through participatory governance (Wichowsky, 2022). Instead of altering spaces through a top-down visioning process, placemaking should integrate place-based equity that not only engages with affected communities, but empowers them (Fund and Wright, 2003, as cited in Wichowsky, 2022).



Source: Sandra Crockard, 2022

#### **Indigenous Placekeeping**

The term placekeeping recognizes that Indigenous peoples are the first city builders, and the original stewards of the land. Definitions of placemaking often are written to have universal appeal, such as the Project for Public Spaces : "a collaborative process by which we can shape our public realm in order to maximize shared value" ("What Is Placemaking?" 2007). But how can this definition incorporate those who came before us, and those who have been displaced through legacies of colonialism? Moran and Berbary (2021) criticize mainstream placemaking as an exercise that perpetuates the concept of terra nullius or nobody's land, even when all stakeholders are supposedly brought together for engagement. This is because the conception of who has a stake is often narrowly defined as those who own land or businesses in direct proximity to the placemaking project. In Ontario, there is a general lack of awareness that Indigenous rights claims to land extend into urban space, and that urban spaces are home to a diverse group of Indigenous peoples (Weinberger, 2017).

In 1836, the Canadian Crown pressured the Saugeen Ojibwe Nation (SON) to surrender 1.5 million acres, including where Paisley now sits, in exchange for a promise to reserve the land on the peninsula north of Owen Sound in perpetuity. The agreement was broken only 18 years later with the imposition of Treaty 72, forcing the SON onto small reserves on the peninsula (Nakhuda, Munera Mora, and Qualizza, 2021). In 2022, the Town of Saugeen Shores announced it would transfer 1.7 hectares to the SON as part of a land claim and work with them to name these lands and provide a permanent installation to recognize the lands' significance to the SON community (Town of Saugeen Shores, 2022).

Placekeeping repositions the idea of making public space in a context where Indigenous groups have begun to push municipalities to acknowledge their rights to access lands, harvest traditional medicines, and represence Indigeneity in culturally significant sites. Many Canadian public spaces remain designed and programmed to privilege settler worldviews, sidelining Indigenous communities. As the next section will describe, placemaking can be a form of cultural commodification, by sanctioning certain forms of revenue generating cultural expression while diminishing unsanctioned placemaking that is not revenue generating. Indigenous assertions of place are often even more contentious, as cultural practices confront the boundaries of the settler state (Moran and Berbary, 2021). The creation of the Ipperwash Provincial Park and the McKenzie Meadows housing project in Caledonia are both regional examples of places remade by the state under the assumption of terra nullius. Both places were considered to be on stolen land by Indigenous land defenders prompting occupations, picnics, camps, and blockades. However, rather than these actions be called 'placemaking', they were deemed illegal and were met with police violence (De Bruin, 2012; Gignac, 2021).

In order to move beyond mainstream conceptions of placemaking, Chung-Tiam-Fook (2022) created the Civic-Indigenous Placekeeping and Partnership Building Toolkit to guide users on how to begin a process of public space engagement and co-creation with Indigenous partners. The toolkit recommends truth telling before reconciliation (Chung-Tiam-Fook, 2022, p. 20), which is critical self-reflection on one's own cultural biases and historical relation to colonial settler history, before embarking on creating partnerships. This primary step is about examining power relations between settler and Indigenous communities in order to establish a more generative relationship of mutual trust and understanding. Beyond one's own biases and history, learning the history and guiding principles of surrounding Indigenous communities can begin to rebalance the relationship. For example, the Dish with One Spoon Wampum governs the Anishinaabe Three Fires Confederacy and Haudenosaunee Confederacy, and instructs that harvest from and development of the land should be based on ethical, conscious practice as caring stewards (Chung-Tiam-Fook, 2022).

In order to acknowledge the criticisms of placemaking, we emphasize the aspects of placemaking that can move communities towards more equitable engagements with place, rather than recreating exclusionary hierarchies of the past. Specifically, in section 4 we apply concepts from the Toolkit to create site-specific recommendations for Paisley (Chung-Tiam-Fook, 2022). Our highlight recommendations consider how to placekeeping principles in order advance to reconciliation through public space.



Source: Chung-Tiam-Fook, 2022

#### **Placemaking in Rural Towns**

Studies conducted on placemaking almost exclusively investigate urban contexts (Lee & Blackford, 2020). There are very few, if any, studies that examine the unique demographic, economic, environmental, political, and social factors that define rural communities (Spiegel, 2014). In rural towns population density is lower, the demographics are typically homogenous, and residents are often connected through a particular industry. Due to the close-knit community that is often evident in rural communities, the pressure to conform to social and political norms is increasingly present (Benton, 2019). Further, as rural municipalities begin to invest in placemaking efforts that aim to foster positive economic and social capital, there needs to be a more in-depth understanding of the nuances of rural communities.



Source: Personal Photo, 2022

Placemaking researchers contend that empowering residents to take ownership of their environments strengthens their connection to the spaces they frequent as well as the social connections made within that space (Lee & Blackford, 2020). These place-based relationships are vital in rural placemaking as they can be directed towards solving collective problems, increasing social capital, and reducing out-migration. Understanding the unique characteristics of rural placemaking, including how those in the community identify with their environment, enables more informed placemaking strategies for community development. Placemaking in rural towns must not be approached with a blanket-strategy for implementation that could be similarly applied in an urban context (Spiegel, 2014). Rural placemaking should involve deliberate consultation that invests in understanding the unique needs of the local community (Pacheco, 2017). For example, integrating specific cultural elements that are contextual to the host community into proposed changes is pivotal to fostering a strong connection between residents and the spaces that they inhabit.

An ongoing consultation process that gathers subjective understandings of those in the rural community is also essential for public buy-in for future engagement activities (Lee & Blackford, 2020). If placemaking projects are simply imposed onto a community to attract capital, residents are unlikely to feel comfortable in these spaces, reducing the connections they have to the space and the trust that they have in the consultation process. This trend is often seen in rural placemaking initiatives that aim to attract tourists through processes of rural restructuring that are situated within a broader shift from economies reliant on agriculture and manufacturing, to economies rooted in service provision (Shannon & Mitchell, 2012). The contemporary emphasis on providing services that attract tourists to the rural spaces has evolved into the commodification of spaces that have provoked new place-based identities (Halseth et al., 2010) The Town of Elora is a particularly salient example where the commodification of rural spaces has led to inequities in representation where some interest groups are left out of decision-making processes (Shannon & Mitchell, 2012). Elora is a historic village in south-west Ontario, situated in an agricultural region at the junction of two major rivers. Elora has taken on the identity of a "heritage-scape" due to its natural amenities and rich history (Shannon & Mitchell, 2012). Heritage-scapes offer distinctive products and experiences that are rooted in specific cultural markers tied to that place.

The unique cultural experiences in Elora have created a culture of commodification, where tourists flock to be transformed to the historical past and consume the rather utopian, moral good (Sack, 2003, as cited in Shannon & Mitchell, 2012). While there are many stakeholders that benefited from the unified brand created in Elora, there are many partial histories that were represented or in some cases, histories that were overtly ignored. Those that did not conform to the dominant narrative or promote the production of the heritage-scape were pushed out from the community as their goals did not align with the broader identity of Elora. Thus, the Elora that is presented to the public consists of the selected qualities that best support the desired identity of Elora, which is motivated by economic profit. Further, while creating placemaking techniques that are specific to rural towns limits the homogeneity in the approach, there is a fine line between empowering residents to make connections with their environments and the commodification of culture (Spiegel, 2014).

#### **B. PRIOR INITIATIVES IN PAISLEY**

Our team of Master of Planning students from Toronto Metropolitan University was engaged by the Municipality of Arran-Elderslie and Trinity Theatre to provide an academic lens to advance efforts for placemaking in Paisley. Based on the terms of reference provided by the clients, our aim was to build upon the foundational efforts for placemaking that the Municipality had already completed in proposing both tangible design interventions, and recommendations for processes to approaching placemaking initiatives. We were tasked with creating and executing a workshop where input could be collected to direct proposed design interventions and consultation processes. Throughout our time working with Paisley, we have been constantly engaging in the practice of reflexivity: the examination of one's own beliefs, judgements and practices and its influence on one's research. As outsiders to the community, we recognize that we could never achieve a purely organic, community-based approach to placemaking; however, we are mindful of the importance of designing a community-led process. To deliver this project, it was integral for us to first examine the placemaking efforts already complete and underway in the community, the processes that were used, and what the outcomes were. The following section is a summary of the efforts for placemaking that Paisley had conducted prior to our contract, from *Spruce the Bruce* to the *Where the Rivers Meet initiative*.

#### **Spruce the Bruce**

In 2018, Bruce County's Spruce the Bruce (STB) initiative dubbed Paisley "The Artistic River Village." STB is an initiative that invests resources in municipalities within the County with the intent of growing the commercial-base and expanding positive public experiences (Bruce County, 2022). As part of their improvement programs, STB offers support through policy research, action plan development, design services, and grants (Spruce the Bruce, 2018). STB markets the slogan "Bring the Dollars Downtown" to demonstrate the importance of attracting capital investment to improve disenfranchised downtowns. STB offers their own set of grants to support the economic success of downtowns including Façade Building Improvement Grants, Patio Installation Grants, Community Marketing Grants, Streetscape Beautification Grants, and Community Signage Grants. In conjunction with the Town of Paisley, STB created a community branding story for Paisley that advised the community to channel their "creativity and unconventional spirit" to create an energetic and vibrant downtown. A Business Handbook was created to implement "The Artistic River Village" slogan, which identified how crucial it is for Paisley to offer a creative experience for residents and visitors (Spruce the Bruce, 2018, https://www.brucecounty.on.ca/sites/default/files/fileupload/BusinessToolkit-PaisleyContent-for%20web.pdf). The toolkit outlined how important it is for each business in Paisley to be aware of the STB program and how their business can benefit from it. The handbook is based on several years of research and planning that has translated into a 4-step action plan that each business can follow including: providing a "creative experience", reviewing your building facade, installing perpendicular signage, and finally, contributing to the community website.

During our visit to Paisley, we learned that this branding decision had been controversial, as many residents felt the decision was top-down and downplayed the historic elements of the town. As part of this initiative, murals were painted in several locations along Queen Street. Reception of these murals has been largely divided. While some residents liked the murals, others have expressed concerns about a lack of community involvement in the decision-making process, the quality and subject matter of the murals, and the choice to employ international artists rather than local artists.

#### Where the Rivers Meet Initiative

Prior to our visit, the Municipality of Arran-Elderslie applied for and received a My Main Street Community Activator grant. This program, funded by the Federal Economic Development Agency for Southern Ontario, provides resources to help revive local communities across southern Ontario in the wake of the COVID-19 pandemic (My Main Street, 2022). Paisley's successful grant application, dubbed the Where the Rivers Meet Initiative (WTRMI), is being led by a steering committee consisting of the Municipality of Arran-Elderslie, Trinity Theatre, Paisley Artscape Society, Paisley District Chamber of Commerce, and Arran-Elderslie Youth Council. This initiative is focused on developing strategies, partnerships, and capacities to strengthen downtown Paisley through creative placemaking. As part of this initiative, our clients, Sylvia Kirkwood, the CAO at the Municipality of Arran-Elderslie, and Sandra Crockard and Alan Richardson, the co-executive directors of Trinity Theatre in Paisley, invited us to the community to help develop a local placemaking strategy. This strategy is aimed at reimagining public space and refining consultation processes, each of which is motivated by capturing shared experiences and understandings of paisley residents to shape future development in the community.



Source: Personal Photo, 2022

WTRMI has taken a community-led approach to placemaking. Our clients have identified a collective practice approach that puts the needs and desires of the community first. Prior to our involvement in the initiative, substantial efforts have been undertaken to bring community members together while gathering information about motivations for attendance and future aspirations. Throughout the summer of 2022, our clients promoted and supported a series of events to draw people into the downtown area through fostering social engagement that helped local businesses during the reconstruction of the bridge These events were scattered throughout July and August and included many unique events from outdoor movie nights and the *Blues Festival*, to the *Bridge Closing Ceremony* and *Wellness Retreat*. During these events, volunteers handed out surveys asking people to identify what they love about Paisley and what they would do to improve it. Due to the astounding success of the summer initiatives, *WRTMI* continued to host events into the fall and winter months, including a Paisley Fall Fair, Harvest of the Arts, a Haunted House, a Remembrance Day Ceremony, a Christmas Market, and a Santa Claus Parade. Each of these events were conducted by the village of Paisley with the intent of bringing the community together to identify what makes residents feel connected to one another and their environment.

#### **Defining Placemaking Through the Efforts of WTRMI**

Throughout the community events that *WTRMI* conducted, they worked to piece together a collective definition of placemaking that encapsulates the spirit of their community and the interconnectedness of those within it. The definition is as follows:

"Placemaking is a process where people work together to reimagine and reshape their community, in order to strengthen feelings of connection and spur economic activity. Placemaking capitalizes on a local community's assets and builds off the unique personality, history, and qualities of a place. It requires looking at, listening to, and asking questions of the people who live and work in that place to discover their needs and aspirations."

This definition of placemaking that the community had created provided a foundation for our analyses that we were able to build upon in recommending a future course of action.

#### TAKEAWAYS FOR PRACTICE

As rural municipalities increasingly deploy placemaking as a tool used to foster positive economic and social capital, there needs to be a more holistic understanding of rural placemaking. Placemaking strategies should not use a copy and paste approach from an urban context. Understanding the unique characteristics of rural placemaking, including how those conceptualize and interact with their environment, is integral to fostering place-based relationships to direct placemaking efforts. Placemaking should empower residents to take ownership of their environments through deliberate and ongoing consultation that strengthens the connections those in the space have with their environment and the community within it. Using the concept of placekeeping, consultation should expand to include Indigenous peoples who have been historically displaced through legacies of colonialism.

# **3** METHODS & TOOLS

#### **Community Engagement Methodologies**

It is important to note that a socially sustainable placemaking approach to development is ultimately a multidisciplinary process that relies on visions that are neither inseparable nor independent of each other (Heller and Adams, 2009). Moreover, it is also important to keep in mind throughout the methodological process that placemaking visions are ultimately dependent on various factors such as economic, social and political dynamics that are oftentimes uncontrollable (Heller and Adams, 2009).

A fundamental element of this process is reliant on community consultation and stakeholder engagement to develop a vision (Heller and Adams, 2009). Throughout the community-engagement process, researchers often have a good understanding of ethical practices of inclusion and public value, however in practice this can be difficult to execute (Pine et al., 2020). Some things for researchers and community outreach to carefully consider throughout the practice of community engagement methods include:

- Not let one group 'self define' as the community
- To grasp the existing community power dynamics
- To plan for a mindful entrance and exit from the community
- To be mindful in not reinforcing existing biases and power imbalances (Pine et al., 2020).

Throughout our engagement workshop on October 4th and 5th 2022, we were mindful of these considerations by constantly reflecting on our positionality but also reflected in the deliverance and analysis of each of our methods. It was critical to understand the various mechanisms at play in our data analysis. In doing so, we can be more reassured that we delivered an authentic and true representation of the community.

#### **Approach: Case Study**

We used a case study approach to guide the research for this report. Case studies are a type of research that allow planners to conduct intensive analysis of a particular place and is often achieved using mixed and diverse types of methods (Hardwick, 2009). Case study research can be used to study a range of topics for different purposes (Bibri, Krogstie and Karholm, 2020), and when implemented is focused and detailed (Bibri, Krogstie & Karholm, 2020). The use of case studies allows for planners to examine the area in its actual context (Yinn, 1981). Case studies allow for comparison to other cases which can allow planners to draw links between similar contexts and form recommendations. Using a case study approach in Paisley allowed for careful studying of the municipality, which gave the ability to understand the 'general aspects' of the area, in turn guiding and informing subsequent research (Wieviorka, 1992). Since our Terms of Reference was to complete this project within 12 weeks, we want to emphasize that our research should act as a guide in furthering potential place making initiatives - as opposed to the final decision-making tool.



This diagram illustrates the approaches, methods and tools used throughout the Paisley Research Process

#### Methods

Case studies use combinations of methods, as a way of understanding the context of a particular planning issue. For this project, we used three (3) methods to understand the direct experiences of people living in the community of Paisley. This was then combined with our background research to form the case study of the community and thus inform our recommendations.

#### Individual Interviews

To gain a better understanding of Paisley, we conducted five individual interviews on October 5th, 2022, with various town representatives such as current politicians and members running for council.Participants were verbally asked permission to record the interview for analysis purposes. The interviews lasted approximately 30 minutes each. The interviews were semi-structured which allowed the participants to guide the conversation. Since it was our first time visiting Paisley and we had little knowledge in advance, a semi-structured interview approach allowed for themes to arise naturally over the course of spending time with the interviewe and allowed us to sporadically ask questions for clarification resulting in a more nuanced understanding of the town (Brinkmann, 2014). The interviews allowed us to gain insight into Paisley's identity and character, the political landscape, barriers to progress and community members' hopes for the future.

#### World Café

World Café is a method that has been developed to collect more in depth insights and knowledge sharing when collecting information from a larger group of people (Lagrosen, 2017;Steier, Brown and Silva, 2015). World Café is known to establish and is suitable for in-depth exploration of challenges and possibilities, innovative thinking and building community. The method also encourages interaction between speakers and the public especially for engagements with more than 12 people (Lagroser, 2017). World Café relies on the appreciation of local knowledge (Steier, Brown and Silva, 2015).

During our community engagement workshop on October 4th, 2022, we conducted a World Café at the Royal Canadian Legion in Paisley. The purpose of the World Café was to encourage dialogue about potential future placemaking initiatives in Paisley. The aim was to make participants comfortable to share their opinions on the current state and future of the town. Participants were seated at round tables in groups of 4-5 people, and provided multi-coloured markers and stickers. They were also accompanied by one member of the research team, who was the facilitator for the discussions. The World Café was conducted as a group exercise that rotated written prompts around the room written on bristol boards. These prompts were pre-selected questions chosen by our team. Each prompt was chosen to elicit information and understanding on the social dynamics and aspirations of the town. The prompts were as follows:

- What would be your ideal way of spending free time in the community?
- What is your vision for the future of Paisley?
- What physical interventions could improve the community?
- Paisley has been deemed 'an artistic village'. What does this mean to you?
- What draws people in Paisley together?

Each table had about 10 minutes to brainstorm ideas, write, draw and place stickers responding to the prompts. The boards were then rotated to the next group in the room for 10 minutes. The rotation of the prompts encouraged individuals to discuss and build off of thoughts and ideas recorded by previous groups. By the end, the bristol boards were filled up with words, phrases, drawings and stickers about Paisley.

We also trained Alan and Sandra from Trinity Theatre (our community partners in the project) to conduct a World Café with elementary school students from Paisley Central School. In addition to the October 4th event, the elementary school students allowed the generation of further information and insights from the younger generation of Paisley. The World Café helped highlight themes that were important to the community, giving us insight on the future that Paisley envisions for itself.



Two examples from our World Cafe activity on October 4th, 2022 in Paisley

#### **Participatory Mapping**

Participatory mapping combines the appreciative knowledge from participants with spatially specific information. This makes it a valuable method for urban and regional planning (Brown, Kytta and Reed, 2018). It has become an important application in enhancing public participation in civic life (Gordon, Elwood and Mitchell, 2016). Collaborative mapping exercises ensure that the knowledge, experience and needs of marginalized groups (such as youth) are included in the civic problem solving initiatives (Gordon, Elwood and Mitchell, 2016). Participatory mapping was a suitable method for this engagement workshop because it allowed for community members to spatially illustrate their thoughts and feelings invoked by different spaces around town. This helped us understand the town landscape more broadly and in turn assisted the places for intervention and improvement.

Throughout the October 4th, 2022 engagement workshop, community members also took part in a participatory mapping exercise. The participatory mapping exercise encouraged participants to reflect on space around the village. It also encouraged community members to label spaces within the village that made them feel happy, safe, places for improvement and places that made them feel uncomfortable or unsafe. Each of these prompts were associated with a corresponding coloured sticker. The Prompts and corresponding sticker color were as follows;

- Places where you feel a sense of community (Green dot)
- Places where you like to spend time (Blue dot)
- Places you think could be improved (Yellow dot)
- Places where you feel uncomfortable or unsafe (Red dot)

Participants were then encouraged to place the coloured stickers on places around the village that elicited these feelings for them personally. In addition to placing the stickers, participants also had the opportunity to elaborate on their placement. To do this, each sticker had a number and a corresponding sticky note with the same number. This allowed participants to describe why they chose that place for that particular prompt. This allowed us to understand how these places affect the community in a more nuanced way.

The elementary school students also participated in their own mapping exercise like they did for the World Café. The participatory mapping exercise helped us identify specific sites within the town that could undergo placemaking initiatives and help us to further understand themes that were discussed in the World Café but in a spatial context.



October 4th, 2022 in Paisley

#### Analysis

To analyze these diverse data sources, we used thematic analysis. This process was supported by NVIVO, a qualitative data management tool, however - it should be noted that thematic analysis can be done with any tool - including paper and highlighters.

#### Thematic Analysis

To analyze and understand the data collected from the individual interviews, mapping, and World Café we used thematic analysis. Thematic analysis involves sorting the data into themes for a better understanding and account of the findings (Braun and Clarke, 2000; Roger and Willing, 2017). It can be a useful analytical approach in identifying different perspectives, highlighting similarities and generating unanticipated insights (Braun & Clarke, 2000). Coding, in the realm of qualitative research, is defined as "the process by which raw data are gradually converted into usable data through the identification of themes, concepts, or ideas that have some connection with each other." Coding also involves researchers identifying similarities and differences in the data (Nolan and Castleberry, 2018). It is also an easily grasped form of analysis which means it can be duplicated by others more efficiently (Braun & Clarke, 2000).

#### Data Management Tool

The transcribed interviews, World Café, and mapping exercises were thematically analyzed. We used NVIVO to help organize the codes (Auerbach and Silverstein, 2003). NVivo is a widely used tool to streamline qualitative data analysis (Castleberry and Nolan, 2018). These software tools can allow the researcher to look for patterns within the codes across large fields of data easier (Castleberry & Nolan, 2018). Using the following steps, we conducted multiple rounds of coding.

#### DATA MANAGEMENT SOFTWARES (NVIVO)

Step 1: We read through all the data two to three times

Step 2: Started to sort points into the big codes (themes)

Step 3: Testing these codes (themes) with a peer. Do these themes make sense?

**Step 4**: Once everything is coded, sort the themes identified into bigger categories (this is when you may begin identifying relations between the smaller themes identified).

Step 5: Reread the data and transcripts again, do all the themes make sense?

**Step 6**: For each of the bigger categories, write a summary statement about each. This will make it easier to reflect and report upon.

Note: these steps can also be repeated without softwares. Scissors and highlighters can be a useful tools to separate data into themes.

#### **Ensuring Reliability of the Data**

To ensure reliability and dependability of analyzing qualitative data, peer checking of the data analysis process was also conducted (Baxter and Eyles, 1997; Gunawan, 2015). Peer checking involves two researchers coding the same set of data, and then comparing codes to ensure that there is a common interpretation of the data. This was done throughout the process, from initial coding to writing of themes.

# 4 RECOMMENDATIONS

### **A. SITE SPECIFIC RECOMMENDATIONS**

In this section we recommend physical interventions based at four sites in Paisley that were confirmed by our clients as important areas for improvement. These sites include the Cenotaph, Queen Street South, the Paisley Arena, and a short laneway that sits next to the local Antique Shop on the north side of the Teeswater river (west of Queen Street North). Recommendations for each of these sites are informed by:

- In-person engagement workshop
- Elementary School workshop (Grade 7/8 class)
- Background research
- Site visits
- Surveys

While some physical interventions like crosswalks were specifically mentioned during the community engagement workshop, other recommendations respond to more broad feedback such as residents' appreciation of the rivers and nature. In each section, we explain what type of feedback inspired the intervention, the capital and operational costs to consider, as well as considerations of accessibility. It is important to note that while proposed interventions are centred around previously gathered community input, they are simply a starting point in the design process. It is our hope that as this project evolves and the community engagement process continues, residents will be able to provide input on these preliminary designs, helping inform the selection of materials, furnishings, and other site-specific elements that will make these spaces reflective and unique to Paisley.

As a general recommendation, the Accessibility for Ontarians with Disabilities Act (AODA) states that municipalities over 10,000 people should have an Accessibility Advisory Committee, comprised of a majority of people with disabilities (AODA, Part VII, s. 29). As Arran-Elderslie is less than 10,000 people and the current *Multi-Year Accessibility Plan* (2020) does not mention the existence of such a committee, Arran-Elderslie could partner with the committee of a neighboring municipality in order to review the following changes and provide input.

The "making" of any new place should inspire reflection on how the place was previously used. As discussed in the introduction, placekeeping is a term that recognizes that Indigenous peoples were the first city builders and have occupied the land for thousands of years before the arrival of European settlers. In each site, we include reflections on how the concept of placekeeping could be incorporated into the site recommendations. These suggestions are merely starting points for considering placekeeping. Some, like self-reflection, can begin immediately while others require the building of a relationship with Indigenous peoples, for example, those from the nearby Saugeen Ojibway Nation.

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## i. Site 1: Cenotaph Square

#### **Existing Conditions**

Cenotaph Square is a small urban space located at the southeast corner of Queen Street South and Goldie Street in downtown Paisley, adjacent to the Royal Canadian Legion and Historic Hose Tower. In its existing state, the square houses a series of raised brick garden beds, a cenotaph memorial space, and four parking spaces that serve the Legion and neighboring businesses. The site is bordered by a furniture store to the south whose exterior wall serves as a temporary exhibition mural space that overlooks the square. To the north, the site sits near the confluence of the Teeswater and Saugeens Rivers; a historical meeting space for residents of the village.



Existing site conditions of Cenotaph Square (South-facing view). Source: Google Maps



View of the Royal Canadian Legion from the square (North-facing view). Source: Personal Photo, 2022

#### **Community-Identified Issues**

Prioritizing the pedestrian experience around Cenotaph Square was one of the key issues raised during community engagement workshops – residents stated that this was a space where they felt uncomfortable and unsafe as it was dominated by vehicular traffic on neighbouring Queen Street. Residents also highlighted the importance and need for meeting spaces in the downtown, improved streetscapes and crosswalks – all of which have been addressed in the following list of built form recommendations for this site.



#### **Built Form Recommendations**

Centrally located in downtown Paisley, Cenotaph Square should serve as a gathering space for community members, however, the site's existing layout prevents functional use of the space. In order to expand the usability and programming potential of this site, we propose introducing an open-concept layout to the square. This would include demolishing the raised garden beds, expanding the square's boundary to overtake the four existing parking spaces (9), as well as relocating vegetation and seating to the outer edges of the site (4). The space would also feature two new crosswalks (7) that connect to the Legion and Hose Tower, better connecting these sites together and prioritizing the pedestrian experience in this area.

The proposed paving pattern (which could be finished in unit pavers or coloured concrete) has been carefully designed in order to facilitate movement throughout the site, as well as reflect the memorial roots of this space. Rather, the Queen Street sidewalk and the newly introduced crosswalk would be connected by a paved "path" that intersects the square, directing pedestrians who simply wish to travel through the site. This path will be essential during events when Cenotaph Square is filled with people, as it will clearly identify a route to pass through the space. The paving pattern also features a large maple leaf at the centre of the square (6), harmonizing with the nearby cenotaph. The space will be updated to reflect the Accessibility for Ontarian's with Disabilities Act (AODA) standards, including the introduction of drop curbs and tactile strips (8) at all pedestrian crossings, and the use of level, non-slip paving surfaces throughout to ensure that the site is accessible. It should be noted that one of the 4 parking spaces we have proposed to remove is accessible – this space has been relocated to the existing on-street parking that is situated along the east side of Queen Street South, to ensure that accessible parking remains available in proximity to the Legion.



#### Proposed built form recommendations for Cenotaph Square, as viewed from Goldie Street (south-facing view).







Precedent imagery showing seating options, paving treatments, and signage.

#### **Programming Potential**

The newly redesigned Cenotaph Square will provide Paisley with a central gathering space for community members and events. In addition to hosting the *Paisley Legion Remembrance Day Ceremony*, this site could provide space for farmer's markets (a potential way of attracting the local farming community to utilize and engage with this space), cultural pop-ups, informal programming, as well as serve as a secondary site for events organized by the Legion and Historic Hose Tower. For larger events that require additional gathering space, the square could be "expanded" out onto Water Street – a small, neighbouring residential road that could be periodically closed to vehicular traffic for sizeable gatherings.



Kingston Public Market, hosted at the Town's Market Square. Opportunity for similar programming at Cenotaph Square. Source: City of Kingston

#### Placekeeping

It is important to avoid assumptions that authentic Indigenous ways of expression only occur in natural landscapes and not urban spaces (Weinberger, 2017). As the community central public square, this space is well positioned to share new and diverse perspectives in a prominent way. The proposed site includes a mural space on the neighboring exterior wall that could be used to feature Indigenous artists on a rotating basis. Artistic materials could pair with historical lessons about the town or the surrounding landscape in collaboration with Indigenous-knowledge keepers.

#### **Capital Costs**

- Unit pavers (coloured concrete as an alternative option)
- Concrete seating/planter "arcs"
- Native plants for planter "arcs"
- Trees
- Tree watering bags
- Removal + realignment of existing curb
- Road paint to mark pedestrian crosswalks
- Tactile strips
- In-ground lighting

#### **Operating Costs**

- Garden maintenance
- General landscaping (eg. snow removal, long term upkeep of paving material)
- Programming costs

#### Summary

Given this site's history as a meeting place, the newly redesigned Cenotaph Square will serve as a central gathering space for residents of Paisley. The square will feature an open-concept layout with seating and flexible event space, improved pedestrian infrastructure, as well as updated accessibility features, all of which will satisfy many of the wants, needs and concerns highlighted by Paisley residents during community engagement workshops.

### ii. Site 2: Queen Street South

#### **Existing Conditions**

Running centrally through Paisley, Queen Street is a part of Bruce County Road 3 – a well-traveled route that serves as a connector between Highway 9 and Southampton. Along its downtown stretch (Inkerman Street to Goldie Street), Queen Street South is home to local shops, restaurants, and a mix of other small businesses that serve the Paisley community. The street contains two-lanes of traffic, on-street parking, as well as a 1.8m wide sidewalk on either side of the road. There is also a small parking lot that is accessible off of the east side of the street that contains 14 parking spaces.



Existing parking lot located off of the east side of Queen Street South. Source: Google Maps



North-facing view of existing site conditions, including on-street parking. Source: Personal Photo, 2022

#### **Community-Identified Issues**

Residents raised several concerns about Queen Street South during community engagement workshops relating to traffic speed, lack of designated pedestrian crossing areas to connect the east and west-side sidewalks, as well as a lack of public space along the roadway. Specifically, points were raised regarding the inaccessibility of existing sidewalks due to uneven surfaces, the need for patio and seating areas outside of local businesses (eg. the Paisley Common), as well as space to host other informal programming and events (eg. street pianos, live music, etc.).



#### **Built Form Recommendations**

The Queen Street South redesign focuses on prioritizing pedestrian safety and experience in this area, as well as expanding the public realm. In order to encourage slower-speed traffic to support a more comfortable pedestrian environment, a number of traffic calming measures have been proposed along Queen Street South's downtown stretch. These include the introduction of paved street parking (7) (which gives the illusion of a narrowed road), traffic calming bollards (9), and curb bulb-outs (4), which strategically taper the street. The bollards and curb bulb-outs have been situated in proximity to pedestrian crossing areas, including the newly proposed pedestrian crosswalk (2) that is centrally located in the downtown. This proposed crosswalk features a "raised" crossing area, increasing the visibility of pedestrians on the roadway to motorists passing through.

In addition to these proposed traffic calming measures, the Queen Street South redesign also focuses on expanding the public realm. In order to create additional public space in this area we have proposed removing a small portion of the on-street parking at the northwest corner of the site. By removing the existing parking stalls, the sidewalk will be expanded an additional 2.8m creating space for seating, street pianos, patio space for restaurants (depending on business interest), and other types of informal programming (10). The redesign also proposes to introduce street trees (6) along the road's eastern edge, which will provide shade and visual interest to the site. This space will also be updated to reflect AODA standards, including the introduction of drop curbs and tactile strips (3) at all pedestrian crossings, and the use of level, non-slip paving surfaces to ensure that the site is accessible.



Raised, textured crosswalk to increase pedestrian visibility.



Traffic calming bollards to reduce speeds along Queen St.



Paved street parking and bollards to separate uses.



Patio seating as possible street-side programming.



Street pianos as possible street-side programming.



Curb-buib outs to assist with traffic calming.

#### **Programming Potential**

The proposed interventions to Queen Street South will not only provide a more comfortable and safe pedestrian experience, but will also encourage gathering in the city's core. An expanded public realm provides additional space for culture pop-ups, seating, informal programming, and other business-specific uses (eg. a streetside patio at the Paisley Common) – activities that are not possible with the existing 1.8m wide sidewalk.

#### Placekeeping

A concept to help with intercultural engagement on any issue, like traffic calming, is "two-eyed seeing" meaning seeing Indigenous knowledge from one eye, and Western knowledge from the other, and learning to use both these eyes together. Not every municipal decision needs equal input from each perspective, but the outcome will be more respected if mutual understanding of both paradigms is established. (Chung-tiam Fook, 2022, p.61).

#### **Capital Costs**

- Adirondack chairs (or other seating to be placed in newly formed pedestrian areas)
- Unit pavers for street parking and pedestrian areas (coloured concrete as an alternative option)
- Removal + realignment of existing curb
- Street trees
- Tree watering bags
- Native plants for crosswalk garden beds
- Bollards to separate street parking from public realm
- Road paint to mark no parking areas + pedestrian crosswalks
- Traffic calming bollards to be placed along Queen St.
- Self-watering planters
- Tactile strips

Paved street parking giving the illusion of a narrowed roadway, as seen in the City of Pickering. Source: City of Pickering



Streetside patio space in Toronto's St. Lawrence Market neighbourhood. Source: Balzac's Coffee Roasters

#### **Operating Costs**

- Garden maintenance
- General landscaping (eg. snow removal, long term upkeep of paving materials)
- Programming costs for streetside patios + popups (optional opt-in by businesses)

#### Summary

The Queen Street South redesign will offer a more-visually appealing space with increased consideration for the pedestrian experience. The proposed site features traffic-calming measures that prioritize non-vehicular forms of movement throughout the site (eg. designated pedestrian crossings, curb bulb-outs, etc.), as well, offers increased space for street-side events and programming through the proposed expansion of the public realm.

### iii. Site 3: Paisley Arena

#### **Existing Conditions**

The Paisley Arena is located at the southeast corner of Queen Street North and Church Street on the Northern side of the Saugeen River. The site contains a 4m wide sidewalk along its eastern edge that houses a mix of mature and young trees; there is also a single lane of on-street parking that borders this space. The existing sidewalk is finished with interlocking pavers that have become uneven overtime due to shifting tree roots, and there are small benches and an interactive sculpture piece that currently occupy the area.



Existing site conditions of the Paisley Arena public realm, as viewed from Queen Street North (North-facing view). Source: Personal Photo, 2022

#### **Community-Identified Issues**

Particularly in the youth engagement workshop, youth identified the recreation centre as an important place to gather. Additionally, youth mentioned fixing sidewalks and updating parks as a priority for improvements, and many sports were mentioned in the vision for the future.



#### **Built Form Recommendations**

In youth surveys, when asked how free time is spent in the community as well as where improvements should be targeted, the most common response theme was in sports and recreation. The location of this intervention is strategically outside of the arena where youth go to play sports, which creates a natural place to socialize before and after events, while also being in a visible public space.

In order to expand the public realm at this site, we have proposed removing the existing on-street parking that borders this space (8). This would allow for the sidewalk to be rerouted, creating additional space that could be used for seating areas and sidewalk games for kids (10). The newly-routed sidewalk would be paved in a similar material/colour to other sidewalks in the community, contrasting with the unit pavers that will be used to finish the newly-created public space. Painted "sidewalk" games and/or public art have been proposed to run through the site, which will provide some youth-based activities as well as add colour to the space (10). The proposed seating is designed to be flexible to allow customization of the space for special events, as well as provide visual interest to the site (3). A locally-relevant sculpture like the "Saugie" could be commissioned and installed in the space to generate excitement, particularly amongst younger kids (9). Little library boxes, which would affix to lamp posts, would expand the reach of the neighbouring public library, providing a reason to linger in the space and/or cross the street to explore the library branch (4). Around the north corner of the site a bike rack has been proposed, promoting active transportation and independence for those who do not drive (1). Once again, the design of this space reflects AODA standards including the introduction of drop curbs and tactile strips at all pedestrian crossings, as well as the use of level, non-slip paving surfaces (7).



#### Proposed built form recommendations for the Paisley Arena as viewed from Queen Street North (east-facing view).



Precedent imagery showing seating options, sidewalk games, and "little libraries".

#### **Programming Potential**

Chalk games for kids or other simple exercises like stretching for youth before games could be organized by coaches or the arena staff in this space. Because of its proximity programming could be considered in conjunction with the Riverside Laneway, and even be used by businesses as extra vendor space on special weekends.

#### Placekeeping

A point from the Toolkit that applies to this space is "water-based learnings: the importance of physically reaching and connecting with the water " (Chung-Tiam Fook 2022). As a space that connects to the Riverside Laneway, both places have a water motif, designed to evoke the connecting Teeswater and Saugeen rivers. The trail and space around the dike that runs adjacent to this place could be used for teaching about the landscape, plaques could show how the river would normally ebb & flow before the dikes were built.

As a useful precedent, in Toronto at the mouth of the Humber River, a series of plaques were created explaining the Indigenous relationship to the water and the historic portage between Lake Ontario and Lake Simcoe. However, frustration was caused by the language of the plaques which presented the Indigenous presence as something of the distant past, even though Missisaugas of the Credit continue to visit and practice ceremonies in the space (Weinberger 2017). Therefore, in commencing such an initiative, consultation with the appropriate Indigenous Knowledge keepers is essential to determine the best medium whether it be historical plaques or oral discussion.

#### **Capital Costs**

- Street trees
- Tree watering bags
- Unit pavers or concrete pads (for public space)
- Flexible seating
- Bike rack
- Lamp posts
- Library boxes (to affix to proposed lamp posts)
- Outdoor paint (for water pattern + games on ground)
- Durable outdoor Saugie sculpture
- Removal + realignment of existing curb

#### **Operating Costs**

- Maintenance of trees
- Extra time for library staff to manage book boxes
- Supervision time for arena staff if extra equipment is needed for activities

#### Summary

The recommendations for Paisley Arena would provide a functional and exciting gathering place for an already popular youth destination in the community and is adjacent to popular Queen Street businesses. The existing site shows promise as a unique place to view sculptures, read, or play games, and our recommendations try to enhance this potential by expanding the sidewalk, seating areas, and tree cover.

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### iv. Site 4: Riverside Laneway

#### **Existing Conditions**

This proposed site is a municipal right-of-way (pending confirmation of ownership) by the north side of the Teeswater bridge, currently being used as parking space. There is a metal staircase leading to a path on top of the dike, which is separated from the driveway by a wooden fence. The side of the building is used for advertising signage for the antique business.



Existing site conditions (west-facing view). Source: Personal Photo, 2022



Surrounding site conditions as viewed from Queen Street North (north-western facing view). Source: Google Maps

#### **Community-Identified Issues**

In the community engagement workshop, participants identified patio seating areas as a key way that draws people together. Additionally, residents frequently mentioned the trail system and being beside the river as an important part of their enjoyment of the village. In the youth engagement workshop, youth identified the river activities like tubing, fishing, and canoeing as factors that draw people together. Other youth commenters asked that the docks and trails be updated. One youth asked for a zipline over the river.





#### **Built Form Recommendations**

Shirley Stark, daughter of the last operating mill owner Nelson Stark said that "On Sundays, townspeople dressed in their finery would picnic along the river's edge and take rowboats out on the mill pond" (paisleymill.ca "History", 2020). With inspiration from this quote, we propose reimagining this space as a riverside hub where people meet before water activities or spend time socializing and eating treats bought from local vendors. While it will not bring a zipline to Paisley, the intent is to bring a space of excitement by allowing more interaction with the water near the bridge.

Based on the feedback highlighting the value residents place on the rivers and outdoor recreation, this space is designed to be both a place to lounge beside the water, and give new access to the water via a staircase and boardwalk (8/9). The placement of this space on the north side of the bridge is strategic in three ways. Firstly, it provides communal patio space close to the arena and the businesses on the northside of Queen Street. Secondly, it provides connection with a crosswalk to the Arena space and dike river path, and finally it provides a convenient portage point for those going around the dam on the Teeswater river. The placement and design of this water access point is subject to change pending consultation with conservation authorities and other professionals regarding water levels and shoreline preservation.

A river theme would be created with a painted pattern on the ground, and canoes would be used as flower beds. Moveable seating with awnings, and a vendor shed would create a flexible patio environment (5). The existing dike path (which runs through the site) would be upgraded with a crosswalk (intersecting
Queen Street North) and an accessible ramp to allow seamless strolling along the river for all abilities (#). This site's proposed design would also conform to all AODA standards, including the introduction of drop curbs and tactile strips at all pedestrian crossings, the use of level, non-slip paving surfaces throughout, as well as the proposed staircase which conforms to all applicable standards (eg. railing length/height, tread depth, landing areas, etc.) (6). While we have proposed a staircase leading down to the riverside, we encourage the construction of a ramp in this space so that the site could be fully-accessible. The feasibility of this option would be dependent on the slope of the existing dike, and any changes to the shoreline require professional study and input from the Conservation Authority.



Proposed built form recommendations for the Riverside Laneway as viewed from Queen Street North (west-facing view).



Precedent imagery showing waterfront renovations in Chambly and Richelieu, QC

## **Programming Potential**

The vendor shed could be leased on rotation to local businesses, and serve patrons for special events like the Paisley Sidewalk Party or Outdoor Movie Nights. The patio seating could be used as an extension of the library, or host events like sharing material from Embrace your Writing, a workshop previously hosted at Sound+Colour. In winter, the patio could be used with an outdoor firepit, or it could return as a parking spot, and the vendor shed could be used as a community storage locker for cross-country skis and snowshoes.

## Placekeeping

In Paisley's past, "townspeople dressed in their finery would picnic along the river's edge and take rowboats out on the mill pond" (Shirley Stark in Paisley Mill History). In more recent history, canoes have been rented and launched from this place. But canoes have a long history in Anishinaabe culture, of which the local Saugeen Ojibway Nation are a part. A new canoe launch and riverside seating area creates the opportunity for both self-reflection or "truth telling" and/or a partnership with the Saugeen nation. This could take several forms, based on the suggestions of the Placekeeping Toolkit (Chung-Tiam Fook, 2022).

## Importance of the relationship of Indigenous communities with the land and water:

Reflect how modern infrastructure like the Teeswater bridge can invisibilize natural landscapes when quickly passing through in a car. Then imagine how a waterside boardwalk provides a new connection to the water. Reflect on how canoe and waterways were used and continue to be used to travel and connect landscapes.

#### Naming process for space:

Consider whether this new space could be named in collaboration with the Saugeen First Nation, this may avoid the perception of "erasing" Paisley's heritage if an existing space were renamed and increase buy-in from the community. For example, Saugeen is an Ojibwe word, how could this be highlighted in the name of the new space beside the Antique shop, and in wayfinding signs of the surrounding parks and trails.

#### Summary

In the Riverside Laneway we have put forward ideas to reconnect residents to the water by proposing both a crosswalk and a path down to a boardwalk. By removing the existing fence and providing seating options and a vendor booth, we have created a place for residents and local businesses to take advantage of the beautiful riverside views. The importance of Indigenous communities with water presents an opportunity to reflect on the site's history and perhaps establish a partnership with the Saugeen Ojibway Nation for history and naming.

## **Capital Costs**

- Outdoor tables (repurposed of local assets)
- Outdoor chairs
- Outdoor string lights
- Used canoes as flowerbeds (or other creative planter idea)
- Trees
- Tree watering bags
- Vendor shed (Vendors could lease the spot to generate revenue)
- Boardwalk
- Stairs (or ramp) to boardwalk
- Native plantings along river to prevent erosion
- Ramp to replace stairs to existing dike path
- Lights
- Road paint to mark pedestrian crosswalks
- Tactile strips

## **Operating Costs**

- Garden maintenance
- General landscaping
- Upkeep of vendor shed
- Winterization and upkeep of boardwalk and other outdoor furniture
- Programming costs

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## **B. ENABLING & FUTURE INTERVENTIONS**

In addition to our 4 site-specific interventions, we came to agree on 2 other forms of interventions that could be implemented in Paisley. The first type of interventions we identify below were not site based, but are systemic throughout our Site-specific interventions, and would likely have a significant impact on placemaking in Paisley in any future endeavours. Therefore, we have named these enabling interventions. The second type of intervention we outline here are future sites of intervention that community members mentioned in the engagement workshop, but that were outside of the downtown focus area.

Based on our research, in addition to our engagement with community members, it is our professional opinion that these four enabling and future interventions outlined below will not only assist in making our proposed focus area interventions more successful, but also highlight and prepare the sites of future projects. For example, during our workshop, many participants mentioned that they enjoyed and took great pride in Paisley's trails, and in the local school. Due to our focus on the downtown, we did not have the opportunity to study the trails or school in detail. However, these two places are important places that residents and visitors to Paisley spend their time. These recommendations represent opportunities for the municipality and other interested community groups to consider and build upon.

## **Enabling Interventions**

## i. Divert Truck Traffic & Institute Traffic Calming in the Downtown

While Queen Street acts as Paisley's historic downtwn, it also forms part of Bruce County Road 3, which serves truck traffic traveling between the Bruce Peninsula and the Greater Toronto and Hamilton Area. Large vehicles, in addition to other highway traffic, bring noise, pollution, and other inconveniences to the downtown (De Borger & Proost, 2021); these must be moderated in order to improve the effectiveness of any placemaking interventions.

In Paisley's context, this traffic makes it difficult to provide outdoor public amenities. For example, sitting on a patio is unpleasant if large trucks are consistently driving by. In addition, some participants in our workshop noted that crossing Queen street is quite dangerous when traffic is at its peak in the summer. In the interest of providing for a quieter downtown that is more amenable to public space and pedestrians, we would recommend that the municipality of Arran-Elderslie approach the Region regarding the possibility of permanently diverting large vehicle traffic from Queen Street. Alternate routes have already been prepared for the duration of the bridge replacement project (Bruce County, n.d.),



Map of proposed alternate truck routes for the duration of the bridge replacement project Source: Bruce County

Given the alternate truck routes that have been put into use, this may be an opportune moment to divert larger vehicle traffic from the downtown core on a more permanent basis. This will require coordination with the county government in order to navigate the compromise between improving the downtown and ensuring that truck routes are effective. However, in return, the residents of Paisley would have a quieter downtown environment with more space to linger.

A separate, but related project that will also likely require coordination with Bruce County would be traffic calming along Queen Street. Crosswalks, speed bumps, and reducing the posted speed limit as highway traffic enters the downtown will increase safety for all road users in the downtown. Slower traffic flows could also decrease the risk of accidents or pedestrian mortality (Rosén & Sander, 2009).

Both of these interventions have a similar rationale- by creating a main street which serves and provides ample space to local residents, rather than primarily catering to cars, we can foster a greater sense of attachment to a place, (Project for Public Spaces, 2016; Sauter & Huettenmoser, 2008).

### ii. Reduce On-Street Parking & Redirect Drivers to Off-Street Parking

Similarly to our first enabling intervention of traffic diversion and calming, we also recommend the removal of some on-street parking. Decreasing street parking presents an opportunity to improve the pedestrian experience in our intervention areas. For example, Cenotaph square and the sidewalk beside the Paisley Community Centre have been widened, allowing more space for flexible programming and installations there.

During our visit to Paisley, some residents expressed concerns about potential reductions to on-street parking, and our interventions as proposed would remove approximately 6-8 public parking spaces from the street in the core of the downtown.

However, it is our professional opinion that sufficient parking exists in Paisley, both on the street outside the downtown core and in the off-street parking lots near the Paisley Community Centre, and near the Post office. One problem which does come up however is that the current off street parking facilities are not easily visible, the post office parking lot especially so. The placement of more visible signs in order to direct drivers to the off-street parking lots would help enable the expansion of available public space for interventions along Queen Street and in front of the community centre.

#### **STRIKING A BALANCE**

In order to create a space that residents enjoy spending time in, the space needs to be made conducive to those residents. This often involves slowing traffic, installing crosswalks, and expanding the sidewalk or other public areas. Reassessing the balance of public space and space for traffic is an ongoing process, just as determining which areas of a town are in need of future interventions is.

## **Sites of Future Intervention**

#### i. The Paisley Trail System – Wayfinding & Expansion

During our group's workshop, many of the participants noted that they enjoyed spending time on Paisley's trails. This, in addition to the participants' appreciation of outdoor beauty and services, underline the trails as a prime site for future interventions. The 80 kilometre long Bruce County Rail Trail passes through the southwestern part of Paisley, eventually crossing the river and connecting with church street via a smaller local trail. In addition, there are a number of local trails along the dykes and riverbanks on the east side of the village.

The trails in Paisley are a great asset for the community, as they not only act as convenient venues for leisure walks, but could potentially be ways to travel across town separate from vehicle traffic. Research shows that walking trails are a key positive factor for encouraging physical activity in adults living in rural settings (Park, Eyler, Tabak, Valko, & Brownson, 2017), and trails through rural towns have previously been found to economically benefit the towns they pass through (Koo, 2018).



Map of the town of Paisley Source: Where the Rivers Meet Initiative

One way to begin the process of encouraging trail system use, and encourage outside trail users to stop in the village, is studying the implementation of a wayfinding system. Wayfinding is a word which encompasses the many ways that people navigate their world, using a combination of physical landmarks (eg. churches, remarkable pieces of public art, etc.) and signage to orient themselves. Improving wayfinding in the community, especially for older adults or people living with dementia, is not just a matter of creating a grid of parallel streets, but about the quality of the streetscape and memorable landmarks (Biglieri & Dean, 2022).

In addition, wayfinding systems can serve as ways to encourage civic pride and foster a sense of place (Kim & Kang, 2022; Project for Public Spaces, 2008). Our group found that Paisley's street signs are an effective example of wayfinding that also seeks to create a sense of place through their historic aesthetic, while also helping newcomers find their way around.



Image of Paisley's street signs Source: Personal Photo

In the case of the trail systems, wayfinding systems often consist of distance markers, signs, and maps at trailheads pointing towards amenities, local landmarks, and businesses in the town. Given that in our workshop some participants noted that the trails could at times be difficult to navigate, this suggests a need to reassess what kind of signage is present, and create a wayfinding system which also notes how to use the trails to travel through and around town. This map, created by the Where the Rivers Meet Committee, has been modified to show sites that could benefit from the installation of maps, and distances to certain key streets and locations. However, this is a preliminary set of suggestions- further details on what kind of wayfinding, and where to put it will require more detailed consideration.



Where the Rivers Meet Initiative Map. Blue dots show possible sites to install a wayfinding system. The aesthetic difference between this map and the street signs mentioned above also underlines a key question facing the institution of a wayfinding system; what kind of aesthetic should it have? As this wayfinding system will also have an effect on the way the village is viewed, consultation with the community may be able to produce a design aesthetic that the residents can also participate in forming.

Improved wayfinding would allow residents to more easily navigate the trails in order to reach points of interest, while also encouraging those from outside of the community to stop in town. In addition, the trails could be a place to consider additional placemaking interventions or art installations. This would help to highlight the pride taken in outdoor space and recreation to visitors, and also act as landmarks to aid in wayfinding. This being said, trails, the kinds of users on them, and the circumstances of their use can vary greatly; further study is required to consider how best to foster community development to take advantage of the trails near Paisley (Koo, 2018)

Further discussion with the community, the Saugeen Valley Conservation Authority, and relevant stakeholders to determine how to capitalize on the trails will be needed. Finally, expanding the trail network around and through town where possible could also encourage residents to use them, as past studies have found that increased trail connectivity encourages active commuting (Wendel-Vos, Droomers, Kremers, Brug, & Van Lenthe, 2007).

## ii. Install a Sidewalk Leading to the Paisley Central School

The Paisley Central School and the nearby Paisley Medical Clinic constitute a secondary community hub outside of downtown that was identified as such during our mapping exercise. Many participants placed stickers in and around this area, noting concerns such as a need for accessible healthcare, and also the condition of the school. While this part of the community was not our focus, and is not as built up as Queen Street, this area is still the centre of a significant portion of community members' lives. As both the students and parents spend a significant amount of time in or around the school, the municipality should consider ways in which this second hub can be improved.



Photo of the Paisley Central School. Source: Paisley Central School

In our professional opinion, the addition of a sidewalk would create a safer division from cars for students and families walking to school. The current condition for walking is a painted shoulder along Victoria Street South and Arnaud Street which is narrow and unprotected.

In addition, there are several businesses and city facilities which house large vehicles at the end of the street, which may at times drive along this section of Victoria Street. Especially at peak hours just before and after school this walk is likely to be unpleasant, and may contribute to traffic, as many parents who could walk may choose to drive instead.



Present street condition along Victoria Street near the School Source: Personal Photo

Extending the sidewalk down from Victoria street to the school's entrance on Arnaud street would help address the community's concerns about pedestrian safety, and encourage those that can to walk. Previous research has found that sidewalks are associated with both a perception of greater pedestrian safety, and a greater willingness to walk (Kweon, Rosenblatt-Naderi, Ellis, Shin, & Danies, 2021). Sidewalk extension would not only improve pedestrian safety for school children, but could similarly also assist older adults visiting the medical clinic. Finally, this sidewalk would be installed near a trail head of the Bruce County Rail Trail, potentially providing opportunities for synergy between the two networks of pedestrian paths.

#### **WORKING OUTWARD**

Placemaking is a process that can be applied multiple times in any given community, because placemaking as a process is never quite complete. Determining where to consider interventions next, with community input, is an integral part of the process.

## 5 SEVEN-STEP PLACEMAKING PROCESS

## Introduction

Placemaking is a familiar concept to Paisley residents. Long known as a creative hub, Paisley has been home to many previous placemaking initiatives, including mural painting, outdoor public pianos, and the annual Artists on the River arts festival.

We were brought into Paisley as part of the Where the Rivers Meet placemaking initiative. This initiative has diligently worked to activate Paisley's public spaces through a multitude of community events as well as physical design interventions. We were tasked with creating a placemaking process that could not only be followed in Paisley, but could be replicated and adapted for other communities in Arran-Elderslie.

## A Community-Led Approach

Community involvement is an essential component of any successful placemaking initiative. According to researchers at Massachusetts Institute of Technology, "Projects that are most successful at engaging their communities are the ones that treat this engagement as an ongoing process, rather than a single required step of input or feedback" (Silberberg et al., 2013). Interacting and communicating with residents helps foster a sense of empowerment rooted in residents exercising their control over the changes in their communities (Lee & Blackford, 2020).

Our approach to placemaking centres around the idea of public а consultation feedback loop. Engaging with the community throughout the process ensures that the final results reflect the needs and desires of the community while also fostering trust in the process and creating community buy-in (Peinhardt and Storring, 2019). The process that we are proposing consists of 7 steps, where every second step involves gathering community input.

Step 2



Step 1

#### Step 1 – Research the Community

Thoroughly understanding the community is an essential first step in any placemaking initiative. Research should include community history, local culture, economic climate, political landscape, and aspirations. Information should be gathered both through preliminary second-hand research as well as by experiencing the community first-hand.

### Step 2 – Gain Public Input Through a Variety of Means

Public input early in the process helps ensure that the final outcome aligns with the needs and desires of the community. Interacting with residents through a multitude of diverse methods foster a sense of empowerment among residents that can be used to inform proposed changes.

## Step 3 – Analyze the Results and Identify Points of Intervention

Input gained during public consultation can be converted into usable data by identifying similarities and differences. The identification of themes, concepts and the connection to each other will help tell the story of your results. These themes then guide the proposed interventions.

## Step 4 – Develop Ideas for Interventions with the Community

Returning to the community to provide updates and solicit further input helps build trust and ensures that design interventions are informed by the community's own needs and desires. Design charrettes can be a helpful tool, as they create an ideal setting for exchanging ideas.

### Step 5 – Produce Detailed Drawings of Proposed Interventions

Proposed interventions can now be developed using information gathered through previous consultation. Design precedents from other communities can help inspire these interventions and should complement the unique attributes of the community.

## Step 6 – Return to the Community for Further Input

Community members should once again be approached to provide feedback. Presenting renderings and photographs of similar design precedents can be an effective means of fostering community buy-in.

## Step 7 – Final Design Revisions and Implementation

Designs should be modified to ensure they align with community feedback. Providing options that can be implemented quickly and cheaply is a great way to test interventions and provide positive change in the short-term. Funding opportunities should be explored for more expensive, long-term interventions.

3



6

### **Maximizing Inclusion**

In creating this process, we were mindful that placemaking involves many diverse stakeholders that are uniquely involved in shaping both the material reality and the intangible aspects of placemaking. Due to the diversity in stakeholders, certain groups are often forgotten or silenced as partial histories are chosen that best represent the "ideal" vision for the community (Shannon & Mitchell. 2012). Our process intentionally incorporates a variety of consultation methods to ensure that we maximize our demographic reach and include a wide variety of experience and opinions.

While our work in Paisley has centred around physical design interventions, this process can be adapted to include more social aspects of placemaking, such as developing annual events and ongoing community programming. The physical spaces that we have recommended through this placemaking process are also intended to act as settings that host community events that support the intangible benefits of placemaking

#### **OUR WORK IN PAISLEY**

While the first three steps of the process our progress mirror in developing placemaking interventions in Paisley, we did not return to the community for further consultation as prescribed in Step 4. We recognize the crucialness of community involvement, and our failure to return to the community at this point should not be viewed as an indication that this step is unimportant. While we did not return to Paisley for Step 4, we have aimed to incorporate community ideas. suggestions, and concerns gained during our visit to Paisley in October in creating proposed our design interventions. As a next step, we would recommend presenting our proposed interventions to the community for feedback, and continuing the process beginning at Step 6.



Source: Personal Photos, 2022



#### Step 1 – **Research the Community**

Gaining a deep understanding of the community is an integral part of any successful placemaking initiative (Peinhardt and Storring, 2019). By grounding placemaking efforts in the identity of a host community, interventions are tailored to the unique needs of that place, enabling residents to feel more comfortable moving and interacting in those spaces (Lee and Blackford, 2020).

Before engaging in placemaking activities, it is important to thoroughly research the community to understand its history, local culture, economic climate, political landscape, and its aspirations. Research should also look at any previous placemaking initiatives and experiences that might negatively or positively influence a community's thoughts and opinions about placemaking.

Background research can begin before even stepping foot into the community. This research can be broken down into the following categories:

- History of the community
- Demographics
- Chamber of Commerce and local business profiles
- Local politicians and stakeholders
- Service, recreational groups and other existing social networks
- Current and recent issues
- Planning documents

Visiting the community to gain first-hand information is also vital. Community members are experts at understanding the needs of the community, how their public spaces function, and how to improve these spaces (Peinhardt and Storring, 2019). Sitting down and talking to a variety of people, including politicians, small business owners, and residents from a variety of ages and backgrounds can help inform а deeper understanding of the community. It can also be an opportunity to identify individuals' strengths and previous experience with placemaking both inside and outside the community.

#### PRIMARY RESEARCH IN ARRAN-ELDERSLIE

Our team visited Paisley for two days in October, 2022. In addition to conducting a public consultation session, we took part in a walking tour led by our clients, Alan Richardson and Sandra Crockard, and Arran-Elderslie Youth Council member Brennan Shepherd. Through this tour, we gained invaluable firsthand knowledge of Paisley's history, notable places, and local culture.

Similar walking tours could potentially be arranged in Tara and Chesley by engaging with members of local service organizations. Members of the Arran-Elderslie Youth Council. Chesley Chamber of Commerce, and the Tara and District Improvement Association could provide valuable insight into their respective community. As these organizations already development, focus on economic representatives from these groups might also prove to be valuable community advocates and organizers. The local agricultural societies should also be approached to help provide prospective from the farming community.

Talking to community members is also a great way to gain local knowledge. In addition to speaking with our clients, we also talked to Arran-Elderslie youth council member Brennan Shepherd, local business owner Jennifer Christie, Arran-Elderslie mayor Steve Hammell, outgoing Paisley councillor Melissa Kanmacher, and incoming Paisley councillor Moiken Penner.

For placemaking initiatives in Tara and Chesley, business owners and residents can help provide valuable local knowledge. Tara councillor Peter Steinacker and Chesley councillor Darryl Hampton should also be approached for local insight, as well as to foster political buy-in for the project.

#### Step 2 – Gain Public Input Through a Variety of Means

Community-led placemaking initiatives need to be driven by community input to ensure that outcomes align with the needs and desires of the community. To maximize participation and ensure input from a broad range of individuals, it is important to take a variety of approaches to communicating with the public (Peinhardt and Storring, 2019).

Information should can be gained through a variety of sources, including:

- Surveys and online engagement tools
- Interviews (both informal and formal)
- Public Consultation Sessions

Public consultation sessions should aim to be as inclusive as possible, and attempts should be made to invite and accommodate people from all backgrounds and aspects of society (Peinhardt and Storring, 2019). Activities at public consultation sessions should be open-ended and encourage participation.

While an important source of input, public consultation sessions are not enough. Project for Public Spaces advises meeting community members where they are, as not all community members will attend public consultation sessions (Peinhardt and Storring, 2019). Information gathering should include additional points of contact including:

- Surveys at social, leisure, and sporting events
- Interviewing local business owners at their place of work
- Posting information at community hubs or bulletin boards
- Inviting feedback virtually through social media, QR codes, or a website

#### **PUBLIC CONSULTATION ACTIVITIES**

The World Café and mapping exercises we conducted in Paisley were chosen in part because they invited participation in unique ways, were flexible in nature, and informed both our understanding of the culture and concerns of the community, as well as geographical points of interest potential interventions. These and activities also have the advantage of being adaptable to a variety of audiences and were easy to replicate with other groups both in Paisley and other Arran-Elderslie communities.

#### **MEETING PEOPLE WHERE THEY ARE**

The Where the Rivers Meet initiative began collecting public input at community events held throughout the summer of 2022. These surveys are an excellent example of bringing consultation to the community rather than the other way around. Paisley may also consider reaching out to specific community groups, such as the agricultural society, to understand the most effective approach to gaining input from those who may not attend community events. This may involve going to meetings for these groups to solicit input in a setting that is comfortable for them.

Outside of Paisley, community events such as the Arran-Tara Fall Fair, and sporting events such as Arran-Elderslie Icedogs games, provide excellent opportunities to engage with community members who might not attend a public consultation event.

Another important consideration is consulting with people of all ages. The Paisley public engagement workshop was replicated with students from Paisley Central School. Workshops with students at Arran Tara Elementary School and Chesley District Community School could be used to gather information from a younger demographic. Inviting feedback through the Arran-Elderslie Youth Council could also be an effective way of gathering input from local youth.



Step 3

Data analysis is an important step that helps recognize patterns and themes that have emerged through the information gathering stage. The aim is to turn raw data into usable data through the analysis process (Nolan and Castleberry, 2018). To do this, a thematic analysis can be useful due to its ability to be easily grasped and be duplicated by others more efficiently (Braun and Clarke, 2000).

## Recommended Steps for Data Analysis:

- Read through all of the collected data two or three times.
- 2 Start organizing points by giving them a 'code' that captures the idea or theme.
- 3 Share your info with a friend and see if they develop similar codes.
- 4 Group the codes into themes or categories. Group those categories into a small number of larger overarching categories.
- 5 Re-examine the original data to see if the categories make sense
- 6 For each of the larger categories, write a summary statement about each.
- This will make it easier to reflect and report upon.

Codes can be things like swimming, biking, running or fishing which could all be categorized into a broader theme of outdoor recreation.

The themes tell a story about your data. It's important to think about what the story means in terms of community priorities. As themes develop,

places of potential intervention can begin to be identified. These places can be those that are identified specifically by the community, such as a town square or an empty parking lot. Focusing on specific elements or a limited number of sites can help focus time, attention and resources.

While we used NVIVO software to conduct our analysis, this tool is not necessary. Analysis can be conducted in a variety of ways, including writing codes down by hand on a piece of paper.

At this time, potential stakeholders should also be identified and contacted (Artscape, n.d.). For example, property owners whose businesses or land might be affected and higher levels of government who might have responsibility over certain roads. Consideration should also be taken about the feasibility of interventions in terms of capital and operational constraints.

#### SITES OF INTERVENTION

In Paisley, we identified four sites of intervention:

- 1. Cenotaph Square
- 2. Queen Street South
- 3. Paisley Arena
- 4. Riverside Laneway

In addition, we identified four enabling interventions that help support our recommendations. These interventions are; wayfinding, a road diversion allowing traffic to bypass Queen Street, off-street parking, and sidewalks along the school route.

See Section 4 for more detail on recommendations

#### Step 4 – Develop Ideas for Interventions with the Community

Step 4

Once the sites of intervention have been identified, the community should be updated and approached for further input into potential interventions. Creating an ongoing dialogue with the community where updates are given periodically, maintains their interest in the consultation process and hopefully, their connection to the final recommendations (Wichowsky et al., 2022).

Updates should include a summary of input gathered thus far, an identification of the sites selected for intervention, and an idea of next steps including the proposed scale and timeline of the project as well as short- and long-term goals. Attention should then be turned towards the community for design direction.

#### **Design Charrettes**

Design charrettes are a great tool for including people in the design process. A charette is a multidisciplinary workshop with the goal of developing a design or vision for a project (EPA, 2022). Typically, design experts and other stakeholders meet with community groups to gather information about issues and concerns and work together to develop design solutions. Typical design charrettes take place over about three days (University of Wisconsin-Madison, n.d.), but they can last anywhere from one day to a couple of weeks (EPA, 2022).

Charrettes not only ensure that ideas reflect the goals and ideas of the community, but they help gain community buy-in (Pernice, 2013) by making people feel like their ideas and concerns have been heard. Design charrettes are also an ideal space to build social capital among community members, as ideas are shared and further developed through a collaborative process. Wichowsky et al., (2022) identified the power that mass membership has in the success of participatory governance as a lack of diverse voices limits creative engagement. An excellent guide to design charrettes can be found on the website for consultants Neilson Norman Group: <u>https://www.nngroup.com/articles/design-charrettes/</u>.

#### **INFORMATION SHARING**

As placemaking projects develop those engaged for input are not always clear as to how this input is being translated into the final product or decision (Wichowsky et al., 2022). During our consultations in Paisley, we learned that the lack of information sharing is a concern throughout Arran-Elderslie. As the process progresses, periodic updates should be made to community members both in and outside of Paisley.

Information can be shared through social media, paid and earned media coverage in the Paisley Advocate and Owen Sound Sun Times, and information booths at festivals, such as the Arran-Tara Fall Fair and the Paisley Blues Festival.

Email updates should also be employed as a means to keep the community updated. Email addresses collected through surveys and public consultation events are a great way to keep interested individuals informed. In addition, updates can be sent to community groups who can pass along information to their network of members.

In addition, a website could be developed to invite feedback and keep residents updated on new developments. This website could be advertised on social media and through QR codes posted on community bulletin boards and at community hubs such as local coffee shops, arenas and community centres.

#### Step 5 – Produce Detailed Drawings of Proposed Interventions

Following the design charette, information gathered should be further analyzed to identify patterns and themes. Care should be taken to ensure that design interventions reflect the spirit of the ideas proposed by the community, and that any concerns are taken into consideration and addressed.

In some scenarios, after the design charrettes, feedback from the public may encourage you to reevaluate and further analyze the data to make changes complimenting the communities thoughts (refer to step 3 again for this process).

Looking to design precedents in other communities can be a great way to gain inspiration and learn what has worked well in other communities (Di Profio, 2022). Design precedents should be viewed as inspiration rather than something to be cut and pasted into a new context. An important part of placemaking is expressing the uniqueness and individuality of a community. As such, design precedents should be modified and adapted to suit the community.

Step 5

Once ideas have been decided, detailed renderings should be produced, showing the layout and design of proposed interventions.

## See Section 4 of the Report for proposed interventions in Paisley.



## Step 6 – Return to the Community for Further Input

Once detailed drawings have been produced, the community should once again be consulted for feedback before continuing with implementation. Detailed renderings can be an important tool for community buy-in, allowing residents to see the potential of a space and visualize changes before they are implemented (Di Profio, 2022).

If time and budget allows, more than one option for design interventions can be proposed for each space. Research into consumer behaviour has found that consumers will often continue to search for alternatives when presented with a single option (Mochon, 2013). Consumers are more likely to be satisfied when provided with a limited number of alternatives. Presenting two or three options can help gain community buy-in, and can allow community members the opportunity to identify preferred interventions. Another way to invite community input is to propose the overall design of a space, but provide options for smaller design elements, such as colour choice or seating.

Step 6

This step in the process allows residents to further connect to the process and ensure that the proposed interventions resonate with the community.

As with Step 2, consultation should take a variety of forms including:

- Public consultation sessions
- Information booths during social and recreational events
- Images posted at community hubs or message boards
- Inviting feedback virtually through social media, QR codes, or a website

#### **DESIGN ELEMENTS FOR PUBLIC INPUT IN PAISLEY**

- Seating options
- Paint colours
- Children's games in front of Paisley Arena
- Sculptural elements, for example: A statue of Saugie the River monster at the Arena
- Mural space at the Riverside Laneway
- Programming or events at Cenotaph Square

This list is not intended to be exhaustive and can be expanded upon in consultation with the community.

Step

## Step 7 – Final Design Revisions and Implementation

Final design recommendations should be revised to reflect feedback obtained from the community. In cases where there is large disagreement, further community input can be sought to ensure that the interventions fit the community's vision. Those facilitating placemaking processes need to be mindful to never become complacent in continuing to redefine their practices through deliberate interaction with their communities wherein they learn and adapt from resident feedback (Lee & Blackford, 2020).

It is important to recognize that proposed recommendations may not satisfy everyone. Consensus-building can be a time-consuming process that may not necessarily result in better outcomes than those determined through majority rule (Taylor et al, 2013). The Tamarack Institute for Community Engagement recommends using a consensus-building process for high-stakes or strategic decisions; however, notes that this may be unnecessary for tactical decisions where the impacts are relatively minor (Madden, 2017). As time and resources for placemaking initiatives is often limited, a focus on consensus-building may stall the process and result in the shelving of projects. As such, advocates should attempt to incorporate unique needs into the intervention but should become comfortable with the idea that everyone may not be in agreement.

Financing interventions can also be a challenge. Incorporating elements that can be quickly implemented using creative low-cost solutions is a great way to lower the stakes, creating cost-effective changes that can be undone if proved unsuccessful. This approach, deemed tactical placemaking (Mui et al., 2020), makes use of strategies of tactical urbanism to make improvements quickly and easily, in order to test feasibility of a project and make a case for further investment (Howard and McLaughlin 2015). For more permanent and expensive recommendations, potential sources of government and non-profit funding should be identified.

#### LIGHTER, QUICKER, CHEAPER: EXAMPLES FOR PAISLEY

Where recommendations our suggest expanding public areas by moving curbs, temporary options like street paint, flexible posts or movable planters can be used to alter the pedestrian-car boundaries. Particularly for traffic calming measures on Queen St, flexible posts are a cheap way of slowing traffic and making pedestrians more comfortable. Eventually these should be replaced with more durable traffic calming alternatives once funding is secured, like curb bump outs, raised crosswalks.

At the Cenotaph, pop-up tents can be used on parking spots and Water Street as vendor or activity space. Temporary furniture and moveable chairs can be set up to use the space in new ways without permanently committing to expensive hard and soft landscaping changes. A temporary set up in other areas, for example at Riverside Laneway, would provide an opportunity to engage the existing laneway users and the adjacent antique business for their vision of the space.

Community participation should be encouraged to continue into the implementation and maintenance phases of the project. Recruiting community volunteers not only allows projects to get implemented quickly and cheaply but it also helps foster strong community ties by bringing people together in the spirit of community improvement (Talen, 2014). Engaging residents in the long-term care of the interventions also fosters a sense of pride as residents can observe the results of their efforts through the transformation of physical space (Douglas, 2014). For example, volunteers could be employed to paint murals, build planters, or help in the cleanup or maintenance of the site.

## **B. POTENTIAL FUNDING SOURCES FOR LOCAL INTERVENTIONS**

### **Funding Sources**

Funding for placemaking initiatives can come from a variety of sources, including government and not-forprofit grants and cash and in-kind donations from the community. Arran-Elderslie communities, including Paisley, Tara and Chesley should look to a variety of sources for funding options.

### **Government Grants**

In 2021, Paisley received a My Main Street Community Activator Grant from the federal government through the Federal Economic Development Agency of Southern Ontario. This funding has been used for community programming and physical assets, such as signage, outdoor tents, lighting and sound equipment. While the application period for this grant has closed, other opportunities exist, such as the federal government's <u>Building Communities Through Arts and Heritage</u> program. Federal and provincial government websites and media releases should be monitored for future opportunities.

Bruce County's <u>Spruce the Bruce</u> program has a variety of grants available for community partners. Placemaking initiatives in Paisley, Chesley and Tara could apply for funding through the Streetscape Beautification Grant, Community Signage Grant, and the Destination Infrastructure and Active Transportation Grant (County of Bruce, 2022). Individual businesses can also apply for funding for facade improvements.

## **Not-for Profit Grants**

Some not-for-profit organizations also offer funding opportunities for placemaking activities. Potential funding sources for placemaking initiatives in Arran-Elderslie could include <u>Community Foundation Grey</u> <u>Bruce's community grants</u>, <u>8 80 Cities' Ontario Community Changemakers</u> microgrant program, and the <u>Ontario Arts Council's Artists in Communities and Schools Project</u>.

## **Cash and In-Kind Donations**

In addition to grants, local businesses could be approached for funding and in-kind donations. For example, Allen's Home Building Centre in Paisley, Mill's Hardware Store in Tara, and Hatten Home Hardware in Chesley could be approached to provide in-kind donations of paint and lumber. In appealing to business, it is important to communicate a tangible benefit, such as advertising, business improvements due to increased foot traffic, or goodwill within the community (Local Initiatives Support Corporation, 2022).

Community groups and service organizations are also potential sources of funding and in-kind donations. The Paisley and Tara Rotary Clubs and the Chesley Kinsmen and Kinnette Clubs could provide potential sources of funding and community volunteers, as could the Tara and District Improvement Association and the Chesley Chamber of Commerce.

Finally, contributions from individuals in the form of donations and sweat equity should also be explored. Research shows that individuals make up to eighty percent of all philanthropic dollars (Local Initiatives Support Corporation, 2022). Soliciting contributions of sweat equity from community members is a great way to help keep costs low while fostering a sense of community and local pride (Douglas, 2014).



The process of Placemaking is never truly complete. Our research was aimed at a specific part of the town of Paisley, but a second portion of our mandate had to do with considering how to conduct consultations and empower the community to improve their communities with the assistance of the municipality.

In response to primary and secondary research we conducted, our team recommended a series of physical design interventions based at four sites in Paisley. These spaces are all centrally located in the downtown, and include the Cenotaph, Queen Street South, the Paisley Arena, and a short laneway that sits at the intersection of Queen Street North and the Teeswater River. For each site, we explained the specific feedback that informed the interventions, provided an outline of associated costs, as well as discussed considerations of placekeeping and accessibility. While some interventions were directly informed by resident feedback (eg. the need for additional seating), others responded to broader topics and themes that were repeatedly mentioned during engagement exercises (eg. the river and nature). A site plan and catalog of precedent imagery have been provided for each site in hopes of providing the town with design inspiration as they move forward with plans to revitalize the downtown.

These site specific recommendations are not intended to be exactly replicated, but the design concepts are grounded in the resident feedback and best practices in rural placemaking. The chosen four sites do not exist in isolation, and the success of each recommendation will be enhanced by other enabling interventions like pedestrian infrastructure, traffic mitigation, parking adjustments and wayfinding signage. These changes are focused on creating a space that caters to local residents.

Finally, we have also identified two places that participants highlighted in our engagement workshop; the school, and Paisley's trail system. We propose the creation of a new wayfinding system along the trails, and the installation of a sidewalk leading to the school. Further study and consultation will be needed that focuses on the school and trails in particular to come up with a more detailed plan.

The community-led placemaking process should be used as a guide to ensure that the final designs and implementation of these recommendations reflect the community's priorities and visions for the future of these spaces. At the same time, this process can be replicated to help guide placemaking initiatives in other Arran-Elderslie communities.

It is our hope that our recommendations and consultation framework are of use to Paisley, but also to the community as a whole. Placemaking is an opportunity not only to shape a community, but to shape a community in a way that represents the residents as they see themselves. By creating and expanding the public realm in our towns, we provide more opportunities for residents to make those spaces their own.

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To our clients, Sandra Crockard, Alan Richardson and Sylvia Kirkwood; our mentor Paul Di Profio; our critic, Victor Perez-Amado; our supervisor, Samantha Biglieri, and all of the Paisley residents who contributed to this report

## THANK YOU

# PLACEMAKING PAISLEY

Leslie Beedell, Kaight Rehner, Jessica Sperry, Kate Trombino, Madie Vernooy, Tomas Vilde

#### **PRESENTATION OVERVIEW**



## **Recap from Interim Presentation**







## What is Rural Placemaking





Placemaking in rural towns **must not be approached with a blanket-strategy** for implementation that could be similarly applied in an urban context.

Rural placemaking should involve deliberate consultation that invests in understanding the unique needs of the local community.

#### **The Commodification Of Rural Spaces**

Rural placemaking initiatives that aim to attract tourists through **rural restructuring** are situated within a broader shift from **economies reliant on agriculture** and manufacturing to **economies rooted in service provision** 



## EMPOWERMENT

While creating placemaking techniques that are specific to rural towns limits the homogeneity in the approach, there is a fine line between empowering residents to make connections with their environments and the commodification of culture.





## **PLACEKEEPING**

Recognizing Indigenous peoples as the first placekeepers and city builders. Indigenous models have transformed natural environments and urban landscapes and embody connectivity to land and place, kinship, holism, sovereignty, resilience, and cultural revitalization.

# Our Approach



## **Terms of Reference**

- 1. Create and lead a placemaking workshop.
- 2. Create a place-based strategy that promotes long term community design with an emphasis on the unique character of the community.
- 3. Design sketches that outline areas for improved community-based programming and space.


## Methods





## Proposed Process





## 7 Steps for Community-led Placemaking

- **1.** Research the Community
- 2. Gain Public Input
- **3.** Analyze Results and Identify Points of Intervention
- 4. Develop Ideas for Design Interventions
- 5. Analyze Data and Produce Drawings of Proposed Interventions
- 6. Further Community Input
- 7. Final Design Revisions and Implementation





#### **Step 1: Research the Community**



Thoroughly **understanding the community** is an essential first step in any placemaking initiative. Information should be gathered both through preliminary second-hand research as well as by **talking to locals and experiencing the community first-hand**.



#### Step 2: Gain Public Input Through a Variety of Means

Public input early in the process helps ensure that the final outcome aligns with the needs and desires of the community. Interacting with residents through a multitude of diverse methods fosters a sense of empowerment that can be used to inform proposed changes.





#### Step 3: Analyze the Results and Identify Points of Intervention



Input gained during public consultation can be converted into usable data by identifying similarities and differences. **The identification of themes**, concepts and the connection to each other will **help tell the story of your results**.



### Step 4: Develop Ideas for Design Interventions with the Community

Returning to the community to provide updates and solicit further input helps build trust and ensures that design interventions are informed by the community's own needs and desires. Design charrettes can be a useful tool, as they create an ideal setting for exchanging ideas.





### **Step 5:** Analyze Data and Produce Detailed Drawings of Proposed Interventions



Proposed interventions can now be developed using information gathered through previous consultation. **Design precedents** from other communities can help inspire these interventions and should **complement the unique attributes of the community**.



#### **Step 6:** Return to the Community for Further Input

Community members should once again be approached to provide feedback. Presenting **renderings and photographs** of similar design precedents can be an **effective means of fostering community buy-in**.





#### **Step 7:** Final Design Revisions and Implementation



Providing options that can be implemented **quickly and cheaply** is a great way to test interventions and **provide positive change in the short-term**. Funding opportunities should be explored for more expensive, long-term interventions.



## Site Interventions







Cenotaph Square



Riverside Laneway



Paisley Arena



Queen Street South

## lſ 5 0 С Г 2

# e. Ebnispen Brus





Proposed

Existing

Cenotaph















## L Z Π

## T J



Armour Stone Retaining Wall

Staircase to Riverside 2

Awnings + String

Lights

Vendor Shed

Boardwalk

z



## λ SED











## 7. P ZQ Π

## PAISLEY ARENA PROPOSED













# QUEEN STREET SOUTH





L

U

SED

2



Raised, Paved Crosswalk



Streetside Patio



Traffic Calming Bollards



Paved Street Parking + Bollards



Corner Bulb-Out



Public Streetside Pianos

## Enabling + Future Interventions

## **Enabling Intervention 1: Divert Truck Traffic, Institute Traffic Calming in Downtown**



- Queen Street forms part of Highway 3
- Traffic impacts on the downtown should be moderated
- Alternate routes are already advised
- An opportune moment to divert larger vehicle traffic from the downtown core more permanently

## **Enabling Intervention 1: Divert Truck Traffic, Institute Traffic Calming in Downtown**



**Crosswalks**, **speed bumps**, and **reducing** the posted **speed limit** as highway traffic enters the downtown will increase safety for all road users in the downtown.

General Principle: **creating a main street which serves local residents**, rather than primarily catering to cars, we can foster a greater sense of attachment to a place

#### **Enabling Intervention 2: Reduce On-Street Parking**

- Opportunity to improve the pedestrian experience in the downtown
- Interventions as proposed would remove approximately 6-8 public parking spaces
- Sufficient off-street parking exists in Paisley to compensate for this



## **Future Intervention Site 1:** The Paisley Trail System – Wayfinding + Expansion

- Workshop participants appreciated trails, but some noted they were difficult to navigate
- Walking trails are a key positive factor for encouraging physical activity in adults living in rural settings
- Trails can economically benefit the towns they pass through
- Begin the process of assessing the trail with a new wayfinding system



## **Future Intervention Site 1: The Paisley Trail System – Wayfinding + Expansion**



- Wayfinding in the community not just a matter of creating a grid of parallel streets
- About the quality of the streetscape and memorable landmarks
- Can also serve as ways to encourage civic pride and foster a sense of place

## **Future Intervention Site 1:** The Paisley Trail System – Wayfinding + Expansion



Yellow dots represent possible locations for the installation of wayfinding signage

- Opportunity to discuss with community regarding how the wayfinding system should appear
- Opportunities to expand the trail system should also be considered
- Further consultation and study needed

#### **Future Intervention Site 2: Install a Sidewalk Leading to Paisley Central School**

- The Paisley Central School constitutes a secondary community hub outside of downtown
- This area is the centre of a significant portion of community members' lives
- The school has an enrollment of 137 students; ~13% of Paisley's population



## Future Intervention Site 2: Install a Sidewalk Leading to Paisley Central School

- Currently no sidewalk that leads to the school – parents and children use a painted shoulder
- Sidewalk may help address community concerns about pedestrian safety and prepare the school for other interventions



## **Concluding Thoughts**

- Placemaking is a process with no definite end
- Our recommendations provide a framework to be built on
- Opportunities to expand placemaking initiatives to other towns should seek large community groups to collaborate with

## **THANK YOU**
#### **Image Sources**

All images ©2022 Placemaking Paisley, except:

Slide 6: Photo News. https://www.photonews.ca/a-visit-to-elora-ontarios-most-beautiful-village/

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Slide 38: Town of Ajax. https://www.ajax.ca/en/inside-townhall/resources/Transportation/Traffic-Calming/Ajax-Traffic-Calming-Warrant-Update-2020.pdf

Slide 40: Where the Rivers Meet Initiative. https://visitpaisley.ca/

Slide 42: Where the Rivers Meet Initiative. https://visitpaisley.ca/

Slide 43: Paisley Central School. https://bwdsb-pai.ss14.sharpschool.com/



Grey Sauble

# Grey Sauble Conservation Authority

2023 Draft Budget

# **Purpose and Overview**

- Purpose:
- To provide an overview of the Grey Sauble Conservation Authority and the Draft 2023 budget
- Overview:
  - Overview of GSCA and Funding Sources
  - 2023 Budget Changes
  - Strategic Goals and Priorities
  - 2023 Budget Summary and Levy by Municipality
  - Next Steps and Questions or Comments



# WHY DO WE DO WHAT <sup>144</sup> WE DO?

## **VISION:**

- Our vision is a healthy watershed environment in balance with the needs of society.
  - We want to keep our community safe
  - We want to shape a healthy environment
  - We want to create, protect and provide greenspace

# HOW DO WE DO THIS?

## **MISSION:**

- GSCA's mission, in partnership with the stakeholders of the watershed, is to promote and undertake sustainable management of renewable natural resources and to provide responsible leadership to enhance biodiversity and environmental awareness
  - We protect people from loss of life and property damage
  - We create and manage natural areas
  - We connect people with information



# 2023 Funding Breakdown

# Overview - \$3.9M

- GSCA employs a team of over 30 full-time, part-time, contract and seasonal staff.
- We deliver vital conservation work across the region to enhance our watershed
- Our jurisdiction covers five major rivers, numerous smaller tributaries and 155km of shoreline
- We serve eight member municipalities
- We own and manage over 28,000 acres of land



From Reserves and Surplus

# **Changes for 2023**



- The proposed operating levy increase for 2023 is \$45,295 or 2.99% across eight member municipalities.
- This increase is largely driven by increasing operating costs associated with salary, OMERS, WSIB, CPP and insurance which have collectively increased by over \$130,000 from 2022 to 2023.
- The proposed capital levy increase for 2023 is \$38,700 across eight member municipalities. This increase is needed to ensure sustainability of GSCA's Capital Assets
- In 2023, GSCA's self-generated revenue is proposed to increase from \$1.24M to \$1.81M, which reduces the pressure on municipal levy
- This shift in revenue distribution to more self-generated revenue has allowed GSCA to ensure long-term corporate sustainability

# **Strategic Plan Goals**



Better Monitor and Manage Flood Risks

Enhance GSCA Land Management and Natural Heritage Preservation

Support the Development of Watershed Plans with Municipalities

Improve Water Quality



Strengthen Environmental Education and Communication





## Better Monitor and Manage Flood Risks



- Maintain flood forecasting and warning system
- Expand flood risk expertise
- Completion of ice management plan
- Completion of Clendenan Dam Procedural document
- Install additional water level gauges in flood prone areas



- Continue to revitalize capital assets and amenities
- Undertake GSCA Land Inventory as per CAA
- Commence overarching Conservation Land Strategy
- Finalize Inglis Falls and Eugenia Falls Management Plans





# Support the Development of Watershed Plans



- Complete and circulate 5-year watershed report card (2023 version)
- Update internal regulation mapping and policies
- Update base data and LiDAR mapping
- Assist interested member municipalities in undertaking watershed or sub-watershed planning





- Plant over 50,000 trees across the watershed and reinstate annual tree sale
- Continue to collect watershed data to support sub-watershed and watershed report cards
- Work with watershed partners and agricultural community to undertake water quality improvement projects
- Continue work on the Source (Water) Protection Plan and Risk Management Plans





## Strengthen Environmental Education & Communication



- Provide onboarding and orientation for new Board Members
- Refresh GSCA's Summer Day Camp programming
- Develop GSCA's 2023-2033 Strategic Plan
- Further develop GSCA's Environmental Education programming



# **Draft 2023 Budget Summary**

The Draft 2023 Budget includes a total budget increase of \$530,898 and a total levy increase of \$82,995.

Budget Section	2022	2023	Difference
Operating Budget – Total	\$3,245,231	\$3,672,629	\$427,398
Operating Budget – Levy	\$1,515,330	\$1,560,625	\$45,295
Capital Budget – Total	\$206,800	\$310,300	\$103,500
Capital Budget – Levy	\$42,300	\$80,000	\$37,700
Total Budget	\$3,452,031	\$3,982,929	\$530,989
Total Levy Funding	\$1,557,630	\$1,640,625	\$82,995

# **Draft 2023 Levy Apportionment\***

Municipality	Proposed 2023 Levy	Increase from 2022 (\$)
Arran-Elderslie	\$44,416	\$2,191
Blue Mountains	\$461,170	\$31,179
Chatsworth	\$50,945	\$2,604
Georgian Bluffs	\$210,324	\$9,849
Grey Highlands	\$137,294	\$6,178
Meaford	\$222,546	\$10,581
Owen Sound	\$290,967	\$10,048
South Bruce Peninsula	\$222,961	\$10365
Total	\$1,640,625	\$82,995

\*The levy formula uses the past year's Modified Current Value Assessment, based on MPAC values as provided to GSCA by the Province

# **Next Steps:**

- Municipalities were circulated this budget on December 22<sup>nd</sup> and have been provided approximately 62 days to review the draft budget and provide any input.
- GSCA Board of Directors will meet on February 22<sup>nd</sup> to consider municipalities' input and confirm the budget
  - Budget vote weights are based on each municipality's land values using a modified Current Value Assessment (CVA) formula





# **THANK YOU**

**Questions or Comments?** 



Report To:	Municipality of Arran-Elderslie Council
From:	Jennifer Stephens, General Manager/Secretary-Treasurer, Saugeen Conservation
Date:	January 16, 2023
Subject:	Support for SVCA Paisley Dyke Repair project
Purpose:	To request a Council resolution to support SVCA in submitting an application under the WECI funding program, for repairs to the Paisley Flood Control Works dyke.

#### Recommendation

THAT the Municipality of Arran-Elderslie Council support the remainder of the Paisley Dyke Repair project, proposed by Saugeen Valley Conservation Authority; and

THAT Council supports the Saugeen Valley Conservation Authority in making an application to the Water and Erosion Control Infrastructure funding program for the Paisley Dyke Repair project; and

THAT the Municipality is prepared to pay its share of the project costs, at \$14,828.50 should the project be funded by the Water and Erosion Control Infrastructure Program; and

FURTHER THAT should SVCA be unsuccessful in obtaining funding from the Water and Erosion Control Infrastructure Program, the Municipality is prepared to pay for the project in its entirety at \$29,657.

#### **Report Summary**

Due to scheduling of the Teeswater River Bridge Replacement project, repairs of the Paisley dyke will not be completed within the 2022-2023 Water and Erosion Control Infrastructure (WECI) fiscal year; therefore, funding received under this program will lapse prior to completion of the work. SVCA staff seek Council approval to support a new WECI application for the 2023-2024 fiscal year to complete the dyke repair work.

To apply for WECI funding, SVCA staff need a Resolution of Council supporting the project, noting that the Municipality is prepared to pay its share (50%) of the project costs.

#### Background



A SVCA staff presentation was made on September 27, 2021, to Members of Council regarding the necessary repairs needed along a portion of the Paisley Flood Control Works dyke. With support from Council, SVCA staff applied and were successful in receiving a provincial grant for these dyke improvements under the WECI program.

The WECI program is a cost-share program where the Ministry of Natural Resources and Forestry (MNRF) provides funding for the maintenance of flood and erosion control infrastructure owned or maintained by Conservation Authorities. The WECI program approves eligible projects on a yearly basis, provided that an application is submitted during a short window in January/February; SVCA staff have been informed that the application window is January 23<sup>rd</sup>, 2023 to February 17<sup>th</sup>, 2023. In accordance with WECI program guidelines, all approved projects must be completed in the fiscal year (April 1 to March 15) in which they are approved and funded.

The Paisley Dyke Repair project was tendered under the Teeswater River Bridge Replacement to reduce expenses related to insurance, mobilization, scheduling, etc. There are two main components to the Paisley Dyke Repair project:

- 1) Address toe erosion along the bottom of the dyke, upstream of the bridge
- 2) Address elevation changes to the top of the dyke, upstream of the bridge

Under 2022-2023 WECI program, a condition of funding for this project was the completion of a dyke stability assessment by a geotechnical consultant.

On June 21, 2022, SVCA staff attended an on-site meeting for the bridge replacement project, where overall project schedule was discussed. It was noted that the dyke repair work was not scheduled until Summer/Fall 2023 and would therefore not be completed within the 2022-2023 WECI fiscal year. However, SVCA staff contacted the WECI Program Analyst and confirmed that the dyke stability assessment would still be eligible for funding in 2022-2023 if it could be completed by March 2023. Boreholes for the Paisley dyke stability assessment are scheduled for January 16<sup>th</sup> and 17<sup>th</sup>, with project completion by March 2023.

#### Analysis

Under the bridge replacement tender, the following items are related to the proposed Paisley Dyke Repair project:

Item		Tender Amount (no HST)
5-10 Rip rap erosion protection Class 1 for dyke		\$13,836.00
5-11 Armor stones for dyke		\$7,527.00
5-12 Raise dyke elevation		
a) Strip, stockpile and replace topsoil		\$5,058.00
b) Place fill to raise dyke elevation		\$3,236.00
	Total:	\$29,657.00

The tendered cost of the project did not include the dyke stability assessment that was a condition of WECI funding.

The remainder of the project work related to toe erosion repairs and elevation changes are scheduled for late summer 2023, based on the current bridge replacement schedule. SVCA staff will need to re-apply for WECI funding for the remaining \$29,657.00, with support from Council. Completion of the dyke stability assessment will strengthen the new WECI application, however there are no guarantees of a successful application.

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

The total cost of the Paisley Dyke Repair project is \$29,657.00. The Municipality would be fully responsible for this expense as they are the benefitting party. Should SVCA staff be successful with a new WECI application, this amount could be reduced by up to 50%. If SVCA staff are unsuccessful, the Municipality would be responsible for the full project expense.

Prepared by:

Elise Macleod

Elise MacLeod Manager, Water Resources

Approved by:

Jeanifer Stephen

Jennifer Stephens General Manager / Secretary-Treasurer

#### Bruce Area Solid Waste Recycling 2023 Operating Budget

Revenue	2023
Commodity Revenue (Past Pricing)	budget
News Mix Revenue \$75/MT	38,994.00
Steel Revenue \$175/T	39,737.37
Aluminum Revenue \$0.92/LB	253,365.24
Mixed Glass Revenue \$5/T	2,956.45
HDPE Revenue \$95/MT	21,372.75
PET Revenue \$70/MT	23,735.06
OCC/Boxboard Revenue \$43/MT	-
MRP Revenue \$40/MT	48,544.19
Boxboard Revenue \$0/MT	4,023.11
Total Commodity Revenue	\$ 432,728.17

Municipal & Contract Revenue	
Members Operating (pro rated)	
OCC Collection - member	189,020.00
Stewardship Ontario Funding	968,938.00
Municipal Tender Revenue	790,932.12
Non-Member Tender Revenue	5,000.00
Total Municipal & Contract Revenue	\$ 1,953,890.12

Miscellaneous Revenue	
Interest Income	24,954.03
Carts/Blue Boxes	12,477.64
Stickers for Containers	-
Total Miscellaneous Revenue	\$ 37,431.67
Total Revenue	\$ 2,424,049.96

Expenses	
Wages	1,890,808.78
Baling Wire	35,987.40
Baler Maintenance	7,849.89
Skid Steer Main/Fuel	30,000.00
Landfill Tip Fees	21,381.30
Misc Parts for Plant/processing	23,191.03
Total Processing Equipment	118,409.62
Fuel	457,077.18
Vehicle Service	627,000.00
Tires	25,000.00
Misc Parts for Vehicles	1,002.62
Tow Truck Expense	8,071.86
Vehicle License & Reg'n Expense	47,290.23
Radio Licence & Repeater Expense	7,937.49
Total Mobile Equipment	1,173,379.38
Materials & Supplies	1,099.68
Printing (letterhead etc) Expense	1,645.00
Photocopier Maintenance Expense	350.32

		2023
Expenses		budget
	+	
Paper Supplies Expense	+	1,130.75
Computer Main&Supplies Expense	+	2,978.32
Total Office & Admin	+	7,204.07
Safety Vest & T-shirt Expense	-	-
Fire Extinguisher Expense	_	584.61
First Aid Kit Expense	-	-
Safety Glasses Expense	-	100.00
Safety Glove Expense	_	3,958.89
Workboot Allowance Expense	_	6,650.00
Occupation Health & Safety Exp	-	1,250.00
Coveralls Expense		10,000.00
Rainsuit Expense	_	-
Total Uniforms & Safety Expense		22,543.50
Material Transport Expense		31,800.09
Land Rental		-
Program Chg/Recy. Reminders Exp		25,000.00
Hydro Utility Expense		32,317.18
BMI Internet Expense		2,785.00
Bell Telephone Expense		3,701.13
Postage/Courier Expense		573.24
Snow Removal/Grass Cutting Exp		5,037.43
Professional Cleaning Expense		5,850.00
Safety & Security System		582.10
Business Taxes Expense		38,781.62
Accounting & Consulting Fees		45,147.69
Legal Fees Expense		2,000.00
Mileage Expense		212.00
Membership&Subscription Expense		2,763.15
Bank Charges Expense		3,391.54
Goodwill/Promotion Expense		12,000.00
Accommodations & Meals Expense		731.75
Courses/Workshop Expense		350.00
Insurance Expense	Τ	173,040.00
Amortization of Assets		219,969.96
ICI Bin Purchase Expense		15,000.00
Recycle Bin Collection Expense		2,000.00
Equipment Rental Expense		1,056.68
Stickers Misc Expense		2,000.00
Total Expenses	\$	3,838,435.90
Budgeted Net Income (loss)	\$	(1,414,385.94)
Add back amortization		219,969.96
Transfer from CAPITAL RESERVES	\$	50,000.00
NET TO BE RAISED FROM MEMBERS	\$	1,144,415.98
L		
Cost per Member Household	\$	34.02
T	-	

4.3% increase from 2022

\*\*motion to not go under (Jan 15, 2009 ) \$23.97



**Crime Stoppers of Grey Bruce** 

**WINTER 2023** 





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### January is Crime Stoppers Awareness month

### "Stand Up, Stand Together"



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 resulting 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. Since its 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.

#### 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.



Crime Stoppers of Grey Bruce

1-800-222-TIPS (8477)



Thank you for the magazine. It's an excellent publication and Morley is certainly an invaluable member of the program. Special congratulations to you on winning the "Bucko Award." Dean was a great guy and good friend and I'm confident that he would be very pleased with your choice as the first recipient. Congratulations.

David J. Forster President Canadian Crime Stoppers Association <><><>>

This is SO GOOD! I remember the Lois Hanna case and the support from the community. Have you shared this with Wayne Somers(OACS) and Dave Forster (CCSA)? I know Dave in particular would be interested in what you've developed here. And such positive feedback! Excellent work to all involved!

Sarah Bowers-Peter Program Coordinator Ontario Association of Crime Stoppers <><><>

I am pleased to extend my warmest greetings to everyone taking part in National Crime Stoppers Month.

This month offers a wonderful opportunity to bring awareness to the Crime Stoppers program, aimed at empowering Canadians to report suspicious or criminal activity anonymously. Since its inception in Canada, this important partnership between the community, the media and the police has resulted in the clearing of more than 270,000 cases and helped to recover more than \$500 million worth of stolen property. I am certain that the many events centered on this year's theme, "Stand Up, Stand Together," will prove to be both insightful and rewarding.

I would like to commend the Canadian Crime Stoppers Association and its 87 Member Programs across Canada for their commitment to the fight against crime. You can take pride in knowing your efforts are helping to shape our communities for the better.

Please accept my best wishes for a successful National Crime Stoppers Month.

*The Rt. Hon. Justin P. J. Trudeau, P.C., M.P. Prime Minister of Canada*  On behalf of all members of the Ontario Provincial Police (OPP), I am pleased to acknowledge and support Crime Stoppers Month.

I applaud the efforts of all Ontario Association of Crime Stoppers members, volunteers and supporters who have enthusiastically contributed thousands of hours of volunteer time and financial support to the ongoing success of the 37 Ontario Crime Stoppers programs.

The OPP remains steadfast in our commitment to Crime Stoppers, which is demonstrated by the support of our Community Safety Services team and the numerous OPP members who work directly with their local programs.

Keeping our communities safe is a shared interest. The OPP recognizes that we do not police the community, we police with the community. This year's theme, "Stand Up, Stand Together," emphasizes how Canadians must stand up and stand together to keep our communities safe.

Once again, I commend Crime Stoppers for the outstanding work being done throughout the province. Please accept my best wishes for continued success in 2023.

Thomas Carrique, O.O.M. Commissioner Ontario Provincial Police <><><>>

The Town of the Blue Mountains Police Services Board (PSB) is well aware of the work the volunteers of Grey Bruce Crime Stoppers puts into its role of providing an anonymous way for folks to assist with crime prevention and resolution in our community. It is indeed a measure of their success to see the statistics provided annually on arrests, property recovery and reduction in supply of illicit drugs. Our OPP detachment and others truly benefit from these efforts and the unique "anonymity" feature of this program. We are also appreciative of the new "Hate is Not Anonymous - But Your Call Is " initiative, and will be anxious to learn of its future successes.

Thanks again for all the work, and keep it up !

Jim Oliver, Police Services Board, The Town of the Blue Mountains

# **Service with Passion**

### **Crime Stoppers Coordinator receives Achievement Award**

by Margaret Visser



Photo: Sarah Bowers-Peter

I was asked to write a submission for Drew Kalte for the Coordinator Achievement Award. I thought, "Of course, that will be easy since he is indispensable for Crime Stoppers of Grey Bruce." But how does one start to explain the magnitude of the impact he has on the program?

Earlier this year, at the golf tournament, Crime Stoppers' biggest annual fundraiser, Desiree, Drew's daughter, was driving me in the golf cart and she said she was so proud of her Dad. Desiree talked about the length of time he has been involved with Crime Stoppers and his knowledge and organizational skills that benefit the Crime Stoppers program. I was impressed with her sincerity and admiration for her dad, our Program Coordinator.

After much reflection and consideration, I have put all of the wonderful work Drew does into four categories. They are reception and communication, organization of information and files, handling the P3 tips and fundraising. The year 2021 marked the twenty fifth year that Drew Kalte has been the Coordinator of Crime Stoppers of Grey Bruce. He received his 25 year pin from the Ontario Association of Crime Stoppers at our Annual General Meeting. Twenty-five years is a long time. It is older than his daughter. Drew knows the history of the organization. When former Board members pass away, Drew can recall what they provided to the program. He remembers past volunteers and past fundraising endeavours. However Drew is a quiet and unassuming Coordinator. He works diligently but never looks for the limelight.

#### **Reception and Communication**

Drew carries out all the office responsibilities of answering the telephone, replying to e-mails and regular mail. He is the first person most potential volunteers and the public talk to. He communicates with donors, sponsors, the media, Board members and other Crime Stoppers organizations.

He replies to all types of inquiries and passes on the information or request to the appropriate committee or Board members. If I am looking for information on past names, Drew will find it quickly.

As a Board member, if I am wondering what other Crime Stoppers organizations do in certain situations, Drew will contact them and follow up quickly and appropriately. I am always amazed how quickly he gets back to the Board with answers.

#### **Organization of Information and Files**

Drew prepares reports and agendas for the Board meetings. He sends out application forms to those inquiring to be a Board member or volunteer and sends the completed application to the membership committee. Drew follows up the application process helping the applicant to get their police check and oath of secrecy. He stores all info at the office. He keeps records of all volunteers and Board members who have applied to Crime Stoppers. He remembers names well and can retrieve information quickly when asked. The Board Chair has often expressed appreciation for Drew's efficiency.

#### Handling the P3 tips

Board members do not have access to the tips. This is solely for Drew who works through the tip process and regularly coordinates with five different police forces in our seventeen municipalities.

Since Drew is the only Coordinator and the one who deals with the tips, he still checks the tips line on his holidays and weekends because, as he explained to me, even though he is on holidays, he doesn't want any tip to be delayed in reaching the police since you never know when a tip will lead to an arrest.

Drew sends the proper info to the Board for reward approvals and follows through on rewards being paid. He keeps it all anonymous and professional.

#### Fundraising

As all Crime Stoppers

organizations, raising funds is paramount. Drew sends request letters each year asking for funds to all seventeen Municipalities which we serve. He keeps in touch with organizations and is aware if there are grant programs available or organizations able to give donations. We have a lot of regular donors and Drew keeps track of them all. The golf tournament is our biggest annual fundraiser. Every year, Drew is an organizer for this event. He sends out letters for sponsors and coordinates with Board members doing the same.

As Board members also get donors and sponsorships, Drew keeps the master list. He assists

with all aspects of the golf tournament and is the main communication link between Crime Stoppers and the golf planning committee. If there is anything a board member needs to know, they just check with Drew. He always has the answer or will get it right away.

Desiree, the Board members of Crime Stoppers of Grey Bruce agree with you. Drew is someone to admire and honour. Drew Kalte is the one who keeps Crime Stoppers running and in working order. He has done an excellent job for 25 years, and supplies the or-

ganization with stability and continuity. All the Board members count on him to keep them organized. We are all thankful for how he serves Crime Stoppers every day with dedication and passion.

Margaret Visser is the Secretary to the Board of Directors of Crime Stoppers of Grey Bruce.

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# Just looking for one more clue



Neil McDougall left Three-Way Demolition in Durham on Friday, October 11, 1985 with a coworker and went home.

After supper Mr. McDougall went to Ayton, to Blondie's Tavern at the Commercial Hotel. He left the hotel with someone else and they met up elsewhere with the co-worker who had driven him home earlier. Mr. McDougall later returned to the hotel and left at closing time, between 1:30 - 1:40 am.

McDougall was last reported leaving a residence on Edmund Street, Ayton at 2 a.m. October 12, 1985. His pickup truck was discovered near Ayton later that same day. Police noted the ashtray was filled with different brands of cigarette butts indicating another person may have been with him prior to his dissapearnace.

McDougall has been described as meticulous, habitual, responsible and hardworking. When he went missing, Neil was planning to adopt his wife's children who enjoyed his company and would sometimes go out with him to do contract work.

Foul play is suspected. Mr. McDougall was declared legally dead in 1996. In 2007, the case was reopened and OPP Det.Const. Dan Linkenheld told the media that police believe they knew what happened and they just needed someone to finally talk about what they would only call "an event" attended by "many people" after bar-closing time the night McDougall disappeared.

The OPP continues to lead the investigation into the disappearance, and the province is now offering a \$50,000 reward for information leading to an arrest and conviction. If you wish to remain anonymous, however, Crime Stoppers can do that and pay a reward for up to \$2,000. No one will know who you are... ever.







### Vehicles and equipment stolen in Lucknow

At 1:33 p.m. on November 19, 2022, three suspects were shown on security video at a business located on Amberley Road west of Lucknow exiting a black Dodge pickup towing a tandem axle land-scape trailer.

The suspects loaded an orange Kubota ISSV65P skid steer loader and a red 2016 Suzuki King Quad 750 ATV onto the trailer, causing substantial damage to the business property in the process. Afterwards, the suspects attended a parking lot at the south end of Wingham.

Kubota skid steer VIN serial number is 12630 Suzuki Kingquad VIN serial number is 5SAAR41P1G7103025

#### **Goderich - Cash Stolen**

A 41-year-old man from Goderich has been arrested in connection to a break-in which saw over \$100,000 in Canadian currency stolen from a Goderich, Ont. home.

On December 21st, police announced the man had been charged with two counts of possession of proceeds obtained by crime and two counts of breach of probation.

According to police, the cash was stolen from the home overnight sometime between Nov. 11 and 12. The denominations of the cash were mainly \$100 and \$50 bills.

"Investigators believe that the accused did not act alone in this crime and that other members of the

community still have information that should be brought forward to aid in the investigation," Huron County Ontario Provincial Police said in a news release. "Police are still asking for the public's assistance should they observe suspicious activity involving large Canadian bills."

#### Carrick Twp. - Car Stolen

Sometime between October 1, 2022 and October 28, 2022 a gray Chevrolet Monte Carlo, bearing **plates 122 JEV** and equipped with a silver leather rooftop, Corvette rally rims, Cooper tires, and a moon roof, was stolen from a residence along the B Line in Carrick Township.

#### Port Elgin - Mountain Bike Stolen





On November 17, 2022 between the hours of 6:30 a.m. and 6:50 a.m. two individuals entered a residence located on Elgin Street in Port Elgin. The sus-

pects stole a 2008 Trek Top Fuel 9.9 mountain bike worth over \$5,000. The bike is described as black with white forks and clip-in pedals.

#### Port Elgin - ATV Taken



Sometime between October 30, 2022 and November 13, 2022 a white and black 2015 Polaris Sportsman 570

ATV, bearing **plate 7DA71**, was stolen from a location in the 800 block of Mill Street in Port Elgin.

#### Culross Twp. - Snowmobile stolen



Sometime between 6:00 p.m. on November 12, 2022 and 6:00 p.m. on November 14, 2022 a blue Polaris 600 snowmobile, bearing **licence 3AF483** and valued at \$5,000, was stolen from a residence along Concession 10 in Culross Township.

#### Port Elgin - ATV Stolen



On November 7, 2022 police received a report that a 2015 blue Polaris Sportsman ATV, bearing **plate 5MH77**, was stolen from the area of Victoria Street South in Southampton.

The stolen ATV will have a "V" shaped crack in the center of the front plastic light shield.

#### Culross Twp. - Pickup Truck Stolen

Sometime between 1:00 a.m. and 5:00 a.m. on November 2, 2022 a black Dodge Ram pickup, bearing **plates AL 59368**, was stolen from a property along Sideroad 5B in Culross Township. The truck has orange lights mounted behind and above the cab, and "Quality Poultry Services Ltd." lettering on both sides.

#### Port Elgin - Construction site tools taken

Sometime between October 26, 2022 and October 27, 2022, an unknown suspect broke into a construction site in the 300 block of Mary Rose Avenue in Port Elgin and stole several tools in their cases.

Stolen were a **Paslode** framing nailer and pin nailer; **Ramset** concrete nailer and powder gun; and a **Stihl** concrete saw.

The vehicle involved may possibly be a **white GMC older model pickup truck** with a damaged left tail light that is taped up with red Tuck Tape.



On December 7, 2022, at 1:01 p.m., Police received a theft report from a residence along Wilson Crescent in Kincardine. Sometime between 6:00 and 7:30 a.m. on December 7, 2022, a Black Ram 1500 pick-up with license **# BN29908** was taken. The Vehicle Identification Number is:

1C6RR7G5ES269667.

#### **Crime Stoppers of Grey Bruce**

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### Saugeen Shores - ATV Stolen



On December 15, 2022 a blue 2011 Yamaha Grizzly ATV was stolen from

an address on Sideroad 13/14 in the Town of Saugeen Shores. A male, described as wearing a Fox Racing ball cap and a red or orange hoodie under his jacket, was recorded on security video at the location.

### **Bruce Twp. - Vehicles Stolen**

### Hanover - Distraction theft

Hanover police continue to investigate a distraction theft that occurred in the Walmart parking lot on Dec. 12 at approximately 12:20 p.m.

The victim in this occurrence was sitting in her vehicle when she was approached by two men reporting that her vehicle was leaking oil. When the victim exited to check underneath her vehicle one of the men removed bank cards from her wallet. The victim later realized her bank cards had been used around Ontario to make unauthorized purchases.

#### Meaford - Missing Person



The Ontario Provincial Police is asking for the public's help in identifying a man as part of an ongoing investigation in Meaford. The man is white, around 25 to 35 years old. He has tattoos on the left side of his neck and near his left eye and temple.



**Crime Stoppers of Grey Bruce** 

133601131 and the ATV 5Y4AJ14W25A302341.

#### Port Elgin - Metal Theft

On October 24, 2022 around 5:00 a.m. an unknown suspect broke into a fenced compound belonging to Mowbray's Canadian Tire, located on Highway 21 in Port Elgin, and removed a quantity of scrap metal.

#### **Owen Sound - Auto Break-ins**

Crime Stoppers of Grey Bruce and the Owen Sound Police Service are seeking the public's help in solving a series of thefts from vehicles in the early morning hours of September 2, 2022. It is believed that multiple vehicles were entered sometime around 1:00 a.m. in the 500 block of 13th Street "A" West.

Stolen was a large quantity of DeWalt battery powered tools and a portable stereo, all yellow in colour, that were in a yellow tool case.

#### **Georgian Bluffs - Boat and Trailer Theft**

On June 22 a boat and a trailer being stolen from a residence on Concession 5 in Georgian Bluffs.



Police describe the stolen boat as a 1 3 - f o o t H i g h f i e l d model OM250 inflatable watercraft with a metal hull, a centre console and a grey

Yamaha 40 horsepower outboard motor.

The boat has the name "Last Call" written on the rear seat. It is grey and white in colour.

A trailer was also reported stolen. It has the name "BERESFORD" on both sides of the frame.

The value of the boat and trailer is about \$30,000.



Did you find a deal that is too good to believe? Have you had a car parked on your street or lot a bit too long? How about that car in the lot with no plates on it. Ever wonder if it is stolen? Well here is your chance to be a sleuth in your own neighbourhood.

Take down the serial number attached to the merchandise or vehicle. Make note of the date, time and location you saw the vehicle. Then go to CSTIP.ca and click on the PLUNDER CHECK button. This will take you to the *Canadian Police Information Centre* where you will be invited to type in those numbers. If the property is hot or wanted for investigation you will be notified to contact your local police, OR call Crime Stoppers anonymously, supply the location and details where the property can be found.





#### by Sarah Pelton

A new group called Community Safety and Well-Being Planning (CSWBP) has been organized to serve the communities of Bruce and Grey Counties. The new planning group brings together representatives from lower-tier municipalities, the counties of Bruce and Grey, police services and police service boards, boards of education, and education, health and social services agencies and community partners.

CSWBP promotes an evidence-based, researchdriven approach to reducing crime by focusing on factors that impact safety and well-being before crime occurs. It provides a model for cross-section collaboration and coordination that addresses crime prevention by investing in social development, prevention and risk intervention in order to reduce the need for acute incident responses.

#### Work Has Already Been Undertaken

Following legislation under the Community Safety and Policing Act (2019), municipalities in Ontario were required to develop a community safety and well-being plan. In our region, the counties of Bruce and Grey and 16 member municipalities worked together to respond jointly and created a plan that is currently being implemented.

#### What is Happening Now

Currently in phase two, action tables are being identified to address five priority areas - including crime prevention - that have been determined to be of greatest concern. Action tables will work to respond to issues that fall within the purview of each priority area by identifying and tracking relevant indicators, measuring progress, and reporting outcomes.

Issues addressed through these action tables will require a broad, system-level response and will bring together community partners and individuals who are interested in collaborative responses to issues impacting community safety and well-being.

In the community engagement survey that informed the initial phase of CSWBP, crime prevention was identified as an area of priority, ranking third (#3) overall, and in the top three areas of importance by 44 per cent of survey respondents (Bruce County 42%, Grey County 46%). When asked which areas were of particular concern in this category, break and enter, drug trafficking and theft were the top concerns followed by intimate partner or domestic violence and human trafficking.

#### How can you become involved?

CSWBP is currently recruiting participants for the action table focusing on crime prevention. This group will bring together interested members of the public with representatives from local police services, municipalities, businesses, educational organizations, and other community agencies. The focus will be crime prevention through social development. This will be accomplished by identifying opportunities for increased awareness, education, and engagement with the public concerning the risk factors and protective factors related to crime.

Members of the crime prevention action table will work towards collaborative strategies that focus on improving safety and perceptions of safety in our communities. Together, they will promote approaches to crime prevention that enhance planning strategies and preventative solutions to community safety. The crime prevention action table will take a holistic approach to exploring community safety and well-being issues and will work with other CSWBP action tables to identify opportunities for developing awareness, education, and knowledge mobilization across the municipalities of Bruce and Grey.



### Grey Bruce CSWBP Community Safety & Well-Being Planning

#### Visit: www.cswbp-brucegrey.ca

If you are interested in contributing your enthusiasm, skills, and knowledge to promote a broader understanding of crime prevention that supports Bruce and Grey communities as safe and welcoming communities, please contact Sarah Pelton (spelton@brucecounty.on.ca) to learn more and request an application form.



### Spike in fatalities prompts local police traffic blitz

(CKNXNewsToday.ca)

Due to a recent spike in roadway fatalities, police in Grey-Bruce Counties conducted a traffic blitz to help curb dangerous driving.

So far this year, the Grey-Bruce region has one of the highest fatality rates in the western Ontario region from motor vehicle accidents. The traffic blitz was conducted on November 25, and 28 drivers were charged with speeding related offences. Officers also laid

four charges for commercial motor vehicles, one of which had improper brakes, and that vehicle was put out of service.

Police are urging drivers to plan ahead, slow

## 'An upward trend': Police are warning residents of rise in break-ins

#### (Global News)

Police in York Region are warning residents that break and enters in the area are on the rise.

York Regional Police said there has been "an upward trend" in break and enters in the region "as daylight hours have grown shorter."

The force said that between Nov. 7 and 21, officers have investigated 77 break-ins in the region.

"That number is highest during the two-week period following Daylight Savings Time since 2019," police said in a news release.

Police said in one instance, two suspects allegedly used a ladder to attempt to enter the second

down when necessary, drive to the conditions, and don't drive distracted or impaired.

At a conference held earlier in the year at OPP West Region Headquarters, Acting Superintendent Shawn Johnson stated "When you factor in alcohol or drug impairment, distraction, speed, or other aggressive behaviours, you have a recipe for tragedy. These are collisions that don't need to happen; they

are entirely preventable, and it needs to stop."

If you see a dangerous driving activity call police immediately. If you wish to remain anonymous contact Crime Stoppers of Grey Bruce.

storey of a home through a window.

"When the homeowner received an alert from her security cameras, she called police," the force said. "Officers on the ground coordinated with a tactical flight officer high above to make the arrest."

Police said a 30-year-old man was charged with breaking and entering with intent and trespassing at night. Officers are still seeking to identify the second suspect.

Police said in another instance on Nov. 12, suspects allegedly attempted to enter a window in the second storey of a home by stacking patio furniture on a large heater. When police arrived, the three suspects fled, police said and are still outstanding.

Police say shorter daylight hours and increased trips away from the house for such things as Christ-

mas shopping may be making easier targets for enterprising criminals.

The force has offered a few tips to residents, to protect their homes:

- install a quality deadbolt lock and always lock doors and windows, including on the second floor;
- put interior lights on timers to give thieves the impression you are at home while you are away;
- ask a friend to shovel snow, park in your driveway or pick up mail if you are away;
- install a security camera that provides updates to your cell phone.

#### Protect your home using Crime Prevention Through Environmental Design concepts

Crime Prevention Through Environmental Design (CPTED) is a philosophy that encourages the use of design to eliminate or reduce criminal behaviour. Using CPTED principles at your home or business poses a challenge for criminals and reduces your risk of becoming a victim.

Small things, like ensuring trees and bushes around your property are not overgrown so criminals can use them as cover, making sure doors and windows are unobstructed so criminals can be easily seen and installing and maintaining sufficient lighting all contribute to making your home and community a safer place.

You can reduce the risk to your family, home or business by implementing some security safety tips. Every property is unique and every family is different. Speak with members of your family and assess home or business security strategies. Walk around your property, making note of any concerns. Is the security on your property sufficient to deter a thief? Will your security measures increase the chances of the culprit being caught?

Two other tips to consider. Sit down with your family and discuss such things as a clear exit strategy from your home in case of fire or other emergency. Secondly discuss where family members may hide in your residence in case of an unlawful intrusion. Practice these strategies with them.

#### More CPTED tips

• Remove/trim decorative shrubs and trees that may obstruct anyone seeing if a criminal is at your home or business. Provide an unobstructed view

of the area around your property.

- Install fencing with a secure lockable gate to clearly define your property and prevent easy access to the back of your home.
- Install bright security lighting, using motion detectors is a good consideration to conserve energy while providing security.
- Install solid-core doors on all exterior doors with deadbolt locks.
- Secure all sheds and outbuildings, making sure they are visible from the home.

https://www.cptedontario.com/

### Grey-Bruce police services receive funding for licence plate recognition technology



Local police services are getting provincial funding for technology that automatically scans vehicle licence plates.

Bruce-Grey-Owen Sound MPP Rick Byers announced the Owen Sound Police Service will receive more than \$95,000, while the West Grey Police Service will receive just under \$72,000.

Huron-Bruce MPP Lisa Thompson's office confirmed on Thursday that the Saugeen Shores Police Service was receiving just over \$93,000 in the program.

"The Ontario government is providing our local police services with additional funding further to spring's announcement that builds on the resources needed to keep our community safe from crime," Byers said in the release.

The system is to be installed in or on police cruisers and alerts officers to stolen or expired plates, or plates registered to suspended drivers. The system can also notify officers of missing and wanted persons and vehicles associated with Amber Alerts, the release said.

The technology does not detect moving violations such as speeding, going through red lights or stop signs, or distracted driving.

The funds being provided through the Automated Licence Plate Recognition Technology Grant are a one-time contribution to help police services strengthen roadside law enforcement efforts and improve public safety, the release said.

The technology supports the province's move earlier this year to eliminate licence plate renewal fees and stickers for passenger vehicles, light-duty trucks, motorcycles and mopeds by allowing licence plate information to be read automatically without requiring an officer to see a physical licence sticker to validate a vehicle, the release said.

While they no longer receive a physical sticker, vehicle owners are still required to renew their licence plate every one or two years at no cost to confirm their vehicle insurance is valid and pay any outstanding Highway 407 tolls or other municipal fines.

Renewals can be done at www.ontario.ca/page/ renew-your-licence-plate.

# Police urge residents to take precautions to combat 'porch pirates'



Increase in holiday parcel delivery means increased opportunity for thieves

"Porch pirates" are individuals who steal packages left by a courier on doorsteps or porches. This crime is most often a crime of opportunity but can be more organized with thieves following delivery trucks on their route.

With an increase in doorway deliveries of parcels as people shop before the holiday season, police are encouraging residents to take precautions to protect packages from theft. Police suggest if someone has surveillance cameras on their property, ensure they are fully powered and have adequate storage or internet access.

When making a purchase online or sending a package, police recommend taking the time to check the delivery options to set up drop-off dates, drop-off locations, set up signed delivery and parcel tracking.

Police have also shared the following tips to help people protect against parcel theft:

- Most companies offer a tracking number. Use it to know when the package is expected to be arriving.
- Arrange to have the package delivered at home or ask a trusted neighbour to bring the parcel inside their home when it arrives.
- Have packages delivered to work (where allowed) to a Canada Post office or an authorized shipping centre.
- Install a motion-sensor camera or doorbell camera.

• Get a 'safe drop' or locked mailbox for packages. If you see suspicious activity in your neighbourhood or know of a person who commits these type of offences you are encouraged to call police. If you wish to report a suspect but wish to remain anonymous contact Crime Stoppers.

### Driveway Repair Fraud Suspect Sought

Peel police are looking for a 20-year-old man wanted on a charge of defrauding the public.



From June to August, multiple victims across the Greater Toronto Area, including Peel, have reportedly lost thousands of dollars to a contractor who promised driveway repairs, according to police.

Police say a suspect falsely identified himself as the employee of a driveway repair company, soliciting business

door-to-door.

It's believed he would create a sense of urgency so that clients would pay money up front.

In some cases, it's alleged the work would start, but would not be finished.

In others, clients would not be able to reach him, and work was not started.

A warrant has been issued for Tom Delaney.

Investigators are asking any other victims or anyone with information to come forward by calling 905-453-2121, ext. 3335.
# Troubling trend: Hate motivated crimes are on the rise

(Courtesy CBC News)

The growing rate of hate-motivated crimes reported by police is a problem Canada-wide, as recently reported by Statistics Canada.

Last April, the CBC reported that according to Greater Sudbury Police in both 2019 and 2020, four hate motivated crimes were brought forward by the public. However, that number climbed to 10 last year. What's more is that four of the 10 incidents reported targeted the city's Jewish community.

Now, the CBC has learned that the troubling upward trend has not spared other northeastern cities in Ontario.

In North Bay, police recorded one hate motivated incident in 2019 and zero in 2020. But that number climbed to five in 2021. Meanwhile the number of incidents in Timmins swelled from two in 2019 and one in 2020 to seven last year.

"Percentage-wise, yes, it is a large increase. But these are still very low numbers," said David Woolley, a corporate communications officer with North Bay police.

"Keep in mind that none of these are violent assaults. They're all concerning because all crime is concerning but this shouldn't be seen as a ... rash of violent attacks."

As for Sault Ste. Marie, police reported 10 hatemotivated incidents last year. That's up from four in both 2019 and 2020. The CBC reached out to Mayor Christian Provenzano for an interview but he declined.

Mohammed Hashim is the executive director of the Canadian Race Relations Foundation (CRRF), a federal crown corporation dedicated to anti-racism. He said the rising numbers largely stem from two main issues.

"One is political polarization has given a sense of freedom to those who want to espouse hateful views but also the acceleration and the accessibility of hate speech has never been higher before," he said.

"You see that online, that the accessibility of hate speech and hateful ideas and thoughts is literally three clicks away."

#### New nation-wide task force

The Race Relations Foundation of Canada announced in March that it will co-chair a new task force with the Royal Canadian Mounted Police (RCMP) to create Canada's first official set of standards to investigate hate crimes.

"The way information is received about hate

crimes by police, the way that information is collected, tagged as hateful, adjudicated ... then prosecuted, then sentenced if found guilty — all of those systems have deficiencies right across the board," Hashim said.

"There is one consistency about hate crimes ... it is consistently not being investigated properly," he said.

The current deficiencies, Hashim said, make convicting hate crimes difficult. Particularly when it comes to hate speech.

"Having somebody's speech deemed hateful is a reduction of their freedom of speech and their freedom of speech is protected," he said, "In order for that reduction to be recognized as harmful, it requires a higher threshold of power."

"The threshold of what we determine to be hateful is very, very high. And therefore, all those barriers create obstacles to cases being charged and convictions to be given."

#### **Charges laid**

Of the 10 incidents reported by Timmins police over the last three years, five of those investigations ended in charges being laid. In North Bay, out of the five incidents reported in 2021, four ended in charges.

"Most of those charges were mischief or graffiti and there was one incident of harassment," North Bay police spokersperson David Woolley said.

Sault Ste. Marie police did not provide information on case clearances or charges.



# Be careful of Grandparent Scams

Police explain that such scams are well-planned and well-executed by the perpetrators, by calling unsuspecting people and pretending to be a grandchild or niece or nephew who desperately needs money.

They usually use scenarios such as being arrested and needing bail money, or being in a car accident and needing money to help with medical treatment.

Huron County OPP Constable Jamie Stanley says "They're very good at what they do, and anybody that has social media, our advice from a policing standpoint is to always be careful of who you accept as a friend or follower on social media and pay attention to your privacy settings. Because if you leave your privacy settings left on 'public', scammers can use that to their advantage and maybe build up some intelligence."

The point of pretending to be a family member and asking for help is meant to play on the victims' emotions and create a sense of urgency.

That way, when they ask for money, it doesn't seem completely unusual for the target to hand over money for bail or medical expenses.

Keeping that in mind, if they're asking for money while pretending to be their victim's grandchild, they may say something like not telling their parents.

"They're going to ask their victim to keep it discreet. They'll often say something like 'I want you to keep this between us. I don't want my parents to find out,' or 'I'm really embarrassed about what happened,' and that's to spur people into action to give money without question.

Constable Stanley says that if you end up as a victim of a scam like this, contact the police immediately.

The OPP does work with the Canadian Fraud Reporting Centre, and that can help with finding and laying criminal charges against the people responsible.

In some cases, Stanley says, they're even able to recover some of the money that's stolen.

This article was originally sourced by www.bayshorebroadcasting.com

# **On-Line Romance Scams**

Police have charged a 44-year-old woman and are searching for another person of interest after someone was defrauded of more than \$70,000 in a romance scam.

Ontario Provincial Police (OPP) say they launched an investigation in March 2020 after being informed of a romance fraud that occurred between January and March of that year.

According to investigators, the victim interacted with an unknown person online and was defrauded of more than \$70,000.

Little information has been provided by police regarding the circumstances of the fraud or the interactions between the victim and scammer.

On Aug. 19, a suspect identified as 44-year-old Toronto resident Lisa Mclean was taken into custody. Mclean was charged with fraud under \$5,000 and possession of property obtained by crime under \$5,000.

The charges have not been proven in court.



Police have also said they are searching for a second person in connection with the fraud. They have released their photograph of the person of interest in hopes that a member of the public can identify them. Anyone with information

1-800-222-TIPS (8477)

is being urged to call OPP at 1-888-310-1122 or reach out to Crime Stoppers anonymously. *This article is originally sourced by www.toronto.ctvnews.ca* 



#### **Crime Stoppers of Grey Bruce**

#### Bank scam targeting local numbers

The Thunder Bay Police Service has received numerous reports recently about unsolicited phone calls coming from people fraudulently claiming to represent a financial institution.

In one such report, the intended victim was contacted by a person claiming to represent Visa. The fraudster told their target that money was owing and arrangements would have be made to pay the debt.

The target, however, was not a Visa holder and immediately recognized the call as a scam.

This is a relatively common scam and callers could be posing as representatives of various financial, or government, institutions.

These scammers are experts at creating a sense of panic and urgency. This oftentimes leads victims into making decisions they otherwise wouldn't and complying with the scammer's request.

Please remember that when contacted unsolicited by any institution, you have the right to hang up on these callers.

If you believe the suspected fraudster may in fact be a legitimate representative of the organization they claim to be with, then please locate their contact information and connect with them on your terms. Do not use contact information the caller provides you with, and do not trust phone numbers provided to you via your caller display. Caller IDs can be spoofed.

Please take time to speak to your more vulnerable friends and family members who may be more aggressively targeted by these kinds of scams.

To learn more about frauds and scams visit the Canadian Anti-Fraud Centre here: www.antifraudcentrecentreantifraude.ca.

# Lawyer wanted for \$7.5 million real estate fraud

A Mississauga lawyer was charged in August for allegedly defrauding clients of more than \$10 million.

Peel police said the 41-year-old lawyer received millions of dollars in trust for real-estate transactions to allow victims to "pay off their outstanding mortgages."

Between June and December of 2021, numerous victims retained the services of the lawyer to settle their real estate transactions, police said.

"(He) did not allocate these funds towards the outstanding mortgages," police stated in a press release. "As such, each victim has suffered a significant financial loss."

The suspect was arrested on an outstanding warrant at Pearson Airport upon returning to Canada. "He has been charged with defrauding the public and breach of trust," police said.

The lawyer "used his position of trust" to defraud excessive amounts of money from "hard-working people" in the community, said Superintendent Hubie Hiltz.

Shahid Malik, 41, owner and operator of Shahid Malik Law Office, appeared at the Ontario Court of Justice in Brampton and was held pending a bail hearing. Police said they believe additional victims may exist.

Anyone with information is asked to contact Peel Police Fraud Bureau at (905) 453–2121, ext. 3335. Information may also be left anonymously by calling Peel Crime Stoppers at 1-800-222-TIPS (8477), or by visiting peelcrimestoppers.ca.



Through Crime Stoppers' P3 Tips App Tipsters can use their iOS or Andriod mobile phone to provide crime-solving information, submit photos of suspects and videos of crimes, and have two-way conversations with Crime Stoppers about the crime, their tip, and a reward, ALL WHILE REMAINING ANONYMOUS. The multi-lingual P3 Tips App is a secure, anonymous, and efficient means of safely communicating with Crime Stoppers.

The two-way dialog feature of the P3 Tips App allows a Tipster to provide additional information, check the status of the investigation, or learn if a reward has been authorized, as well as provides the means for Crime Stoppers to ask questions of or provide updates to a Tipster, all through an encrypted interface that protects the Tipster's anonymity.

Download the App today. Help your community... and maybe get some cash as well.

**Crime Stoppers of Grey Bruce** 

# Supreme Court decision supports police technique for fighting human trafficking

(YorkRegion.com)

Project Raphael led to arrests of 104 men who attempted to meet imaginary underage girls

In light of a recent Supreme Court decision, the chief of York Regional Police said the service will continue to fight child exploitation and bring those "driving the lurid industry" to justice.

"Human trafficking destroys lives, especially when it involves children," YRP Chief Jim MacSween said in a news release.

His words come following a decision by the country's highest court that backs a police sting in which investigators pretend to be underage prostitutes to catch men

who are willing to pay underage women for sex.

The operation, dubbed "Project Raphael", begins when men go to sexual service websites, including the formerly popular, but now defunct, <backpage.com.>

After answering a fake posting planted by York Regional Police, the men engage in conversation with undercover officers posing as a girl. At some point in the conversation, the men are told the girl is underage.

If they attend the agreed meetup location after discovering this information, they are arrested and charged.

Many of the appeals citing entrapment failed, but in 2021 Justice Chris de Sa ruled that a signature part of the project was entrapment in one particular case.

Now, the Supreme Court has ruled the project, pioneered by YRP, is not entrapment and may proceed. Part of the decision rested on the fact that police were specifically gearing their ads so as to attract men looking for younger women.

"Project Raphael carefully tailored the ads in which police provided the opportunity to commit the offences," the decision reads. "Like the user-created ads, the police-created ads indicated extreme youth, including showing the person wearing a t-shirt with the logo of a local high school. Users had to interact with those ads by text message to encounter the police."

Part of the decision also speaks to York police's "reasonable suspicion" that underage prostitution was happening on these websites.

York Regional Police Supt. Thai Truong, who helped launch the project, testified that between 2011 and 2016, the service identified 85 juvenile sex workers online.

"York Regional Police established itself as a leader in combatting this online market," MacSween's statement goes on to read. "The re-

sults were clear: not one child was harmed or had to testify in court. We did not wait for children to be exploited — we stopped the predators in their tracks. This ruling sends a clear message to law enforcement across Canada to continue their innovative efforts to protect our most vulnerable before they are victimized."





Everyone should be able to work in a safe and healthy workplace. The Occupational Health and Safety Act (OHSA) sets out roles and responsibilities for workplace parties with respect to workplace violence and workplace harassment, including developing and implementing policies and programs.

#### Definitions Workplace violence means:

- the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker;
- an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker;
- a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

#### Workplace harassment means:

- engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome or
- · workplace sexual harassment

#### Workplace sexual harassment means:

- engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome or
- making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

#### Workplace violence

Workplace violence may include hitting a worker, throwing objects at a worker, sexual violence, or threats, whether conveyed verbally, in writing, or through behaviour. A customer, client, patient, student, co-worker, supervisor, or a stranger could be violent or threaten to be violent in the workplace.

#### Assessment

Employers must proactively assess the risks of workplace violence that may arise from the nature of the workplace, the type of work or the conditions of work. Measures and procedures to control these risks must be included in the workplace violence program. Employers must advise the Joint Health and Safety Committee or health and safety representative, if any, or workers, of the results of the assessment, and provide a written copy, if available.

#### Policy and programs - workplace violence

Employers must prepare a policy with respect to workplace violence, and develop and maintain a program to implement the policy. Employers must provide information and instruction to workers on the contents of these policies and programs.

The workplace violence program must include measures and procedures for:

- controlling risks identified in the assessment of risks
- summoning immediate assistance when workplace violence occurs or is likely to occur and
- workers to report incidents of workplace violence Workplace violence programs must also set out

how the employer will investigate and deal with incidents or complaints of workplace violence.

#### **Domestic violence**

Employers who are aware, or ought reasonably to be aware, that domestic violence may occur in the workplace must take every precaution reasonable in the circumstances to protect a worker at risk.

#### **Crime Stoppers of Grey Bruce**

#### Communication

Employers and supervisors must provide information to a worker about a risk of workplace violence from a person with a history of violent behaviour if the worker can expect to encounter that person in the course of work, and if the worker may be at risk of physical injury. Personal information may be disclosed, but only what is reasonably necessary to protect the worker from physical injury.

#### Work refusal

Workers have the right to refuse work if they have a reason to believe they are in danger from workplace violence. For certain workers who protect public safety, this right is limited.

#### Duties

The Ontario Occupational Health and Safety Act sets out general duties for an employer under Section 25, for a supervisor under Section 27, and for a worker under Section 28. These general duties also apply, as appropriate, to workplace violence.

#### Workplace harassment

Workplace harassment may include bullying, intimidating or offensive jokes or innuendos, displaying or circulating offensive pictures or materials, or offensive or intimidating phone calls, emails, or other communications. It also includes workplace sexual harassment. A worker could be harassed at work by a customer, client, patient, student, co-worker, supervisor, or a stranger.

#### Policy and program for workplace harassment

Employers must prepare a policy with respect to workplace harassment, and develop and maintain a program to implement the policy. The program must be developed and maintained in consultation with the Joint Health and Safety Committee or a health and safety representative, if any. Employers must provide information and instruction to workers on the contents of the policy and program.

The workplace harassment program must include:

- measures and procedures for workers to report incidents of workplace harassment to the employer or supervisor, or to report to a person other than the employer or supervisor, if the employer or supervisor is the alleged harasser
- how incidents or complaints of workplace harassment will be investigated and dealt with, and how confidentiality will be maintained and how the results of the investigation will be provided to the worker who allegedly experienced workplace harassment and the alleged harasser

#### **Duties**

To protect a worker from workplace harassment, an employer must ensure that:

- an investigation that is appropriate in the circumstances is conducted into incidents and complaints of workplace harassment
- the worker who has allegedly experienced workplace harassment and the alleged harasser, if he or she is a worker of the employer, are informed in writing of the results of the investigation and of any corrective action that has been taken or that will be taken as a result of the investigation
- the harassment program is reviewed as often as necessary, but at least annually, to ensure that it adequately implements the policy with respect to workplace harassment

#### Additional information

Employers, supervisors and unions also have responsibilities to prevent and address harassment prohibited under the Ontario's Human Rights Code.



Crime Stoppers of Grey Bruce

1-800-222-TIPS (8477)

The OHSA does not require an employer to assess the risk of workplace harassment and does not allow workers to refuse work only on the basis of workplace harassment.

An inspector may order an employer to cause an investigation appropriate in the circumstances to be conducted by an impartial person possessing the knowledge, experience or qualifications specified by the inspector. The employer would be responsible for the costs of this investigation.

# Calling the Ministry of Labour, Training and Skills Development

Always contact police first in emergency situations, if threats or actual violence occur at a workplace.

The Ministry encourages internal workplace resolution of complaints. Where possible, incidents and complaints of workplace violence or workplace harassment should first be brought to the attention of the supervisor or employer and/or the person identified in the workplace harassment program. A worker may also seek to resolve a workplace harassment incident or complaint outside of the employer's internal investigation process.

If an employer is not complying with the workplace violence and workplace harassment requirements in the OHSA, workers may call the ministry's province-wide Health & Safety Contact Centre toll-free at **1-877-202-0008** to file a complaint.

Ministry of Labour, Training and Skills Devel-

opment health and safety inspectors may check to ensure employers, supervisors and workers are complying with workplace violence and workplace harassment requirements. They may do this as part of a general inspection of a workplace or when investigating a specific incident or complaint. Inspectors may issue written orders to comply with the Act when contraventions are found.

#### **Ministry Limitations**

- Ministry inspectors do not resolve or mediate specific allegations of harassment in the workplace.
- Inspectors do not investigate allegations to determine if the behaviour of any of the individuals involved constitutes workplace harassment as defined by the Act.
- Inspectors do not have the authority to order individual remedies such as monetary compensation to individuals who experience harassment in the workplace.

It is an employer's duty to notify the Ministry of Labour, Training and Skills Development when a person is critically injured or killed in a workplace, which includes situations when the cause is workplace violence.

This resource does not replace the Occupational Health and Safety Act (OHSA) and its regulations and should not be used as or considered legal advice. Health and safety inspectors apply and enforce these laws based on the facts they find in the workplace.



# Be aware of scams tied to Ukraine

Here is what to watch for



As Russia continues its invasion of Ukraine, aid organizations and individuals have mobilized and solicited donations to help Ukrainians.

However, the Canadian Anti-Fraud Centre (CAFC) says it is aware of multiple social media and email fundraiser scams falsely claiming to provide support for those fleeing the war.

The CAFC told CTVNews.ca in an emailed statement on Wednesday it has received 17 reports of scams linked to Ukrainian aid efforts where the victims were reached by social media or by email between Jan. 1 and March 22, 2022.

One of the main forms of fraud reported to the CAFC has been donation scams through social media. This includes instances of individuals and groups on Facebook asking users to directly send them money that they will then forward to a friend or charity in Ukraine, as well as similar campaigns on Instagram that ask Canadians to send donations via etransfer.

To avoid charity scams, the CAFC says Canadians should ask for information in writing before making a donation. They can also check if the charity is registered with the Canada Revenue Agency by calling 800-267-2384 to ensure it is legitimate.

The agency also warns Canadians not to click on any links in unsolicited text messages or emails seeking donations to support Ukraine.

Another type of fraud the CAFC is seeing in relation to the crisis in Ukraine are fake websites and false online advertisements offering "cheap" immigration services, or even some that "guarantee" high paying jobs to refugees once they arrive in Canada.

The CAFC is warning that these websites often look very similar to official government sites.

"Beware if they are asking you to pay for application access fees or deposits before the application is even started."

While romance schemes remain one of the top frauds affecting Canadians in the past year, the CAFC said it has also received such reports related to Ukraine, including one of a man posing as a Canadian intelligence officer serving in Ukraine, who engaged in an online relationship with a women and asked her for money to assist in his military efforts.

When it comes to romance scams, the CAFC says Canadians should be wary of profiles on social media or dating apps that may seem fake, as well as any email correspondence that may appear "suspicious."

"Scammers will try to use any means necessary to convince you that their requests are legitimate. The majority of fraud is not committed by amateurs and they will use technology to their advantage," the CAFC said. *Originally sourced by CTVnews.ca.* 

# The scarecrows have invaded!



Every September, until the end of October, Meaford is invaded by scarecrows of all shapes and sizes; bringing back the community's fall tradition of the past 25 years! *The Scarecrow Parade and Festival* took place on Friday, September 30 and the folks from Crime Stoppers were there to spread the message that if you have knowledge of a crime in your neighbourhood you can call in a tip and remain anonymous... and get rewarded for doing so.

**Crime Stoppers of Grey Bruce** 

1-800-222-TIPS (8477)



Action Fishing Adventures, P.O. Box 331 Station Main, Owen Sound ON N4K 5P5, 519-270-9308

Colorworks and Krown, 1230 Wellington Street, Port Elgin ON N0H 2C7, 519-389-4151

Country Charm Mennonite Furniture, 317680 Highway 6 & 10, RR4, Owen Sound ON N4K 5N6, 519-376-4434

Country Squire Printing, 12 Third Street SE, Chesley ON NOG 1L0, 519-363-3824

Dickies Work Authority, 675 10th Avenue, Hanover ON N4N 2P6, 519-364-4772

Elmira Golf Club, 40 Eldale Road, Elmira ON N3B 2Z5, 519-669-1652

Four Points by Sheraton 430 Ouellette Avenue, Windsor ON N9A 1B2, 519-256-4656

Goderich Sunset Golf Club, 33937 Golf Course Road, Goderich ON N7A 3Y3, 519-524-8047

Grants Independent Grocer, 832 10th Street, Hanover ON N4N 1S3, 519-364-4661 Hallman Motors, 190 7th Avenue, Hanover ON N4N 2H1, 519-364-3340

Hands On Therapy, 1101 Second Avenue East, Owen Sound ON, N4K 2J1, 519-416-2121

Hanover Chamber of Commerce, 214 10th Street, Suite 1, Hanover ON N4N 1N7, 519-364-5777

Hanover Raceway, 265 5th Street, Hanover ON N4N 3X3, 519-364-2860

Holst Office Supplies, 411 10th Street, Hanover ON N4N 1P7, 519-364-5074

Ideal Supply, 678 10th Street, Hanover ON N4N 1R9, 519-364-2960

Imagewraps.ca, 116 Jason Street, Owen Sound ON N4K 5N7, 519-416-9727

Kia of Owen Sound, 1601 18th Avenue East, Owen Sound ON N4K 5N3, 519-371-4447

Kingston 1000 Islands Cruises 263 Ontario Street, Kingston ON K7K 2X5, 613-549-5544 Legacy Ridge Golf, 318494 Grey Road 1, RR2, Owen Sound ON N4K 5N4, 519-376-1961 185

Liesemer Home Hardware, 98 Elora Street, Mildmay ON N0G 2J0, 519-367-5314

Markdale Golf & Curling Club, 85 Edith Street, P.O. Box 22, Markdale ON NOC 1H0, 519-986-2690

Martin's Home Hardware, 236 High Street, Southampton ON N0H 2L0, 519-797-3645

Monterra Golf, 220 Jozo Weider Boulevard, Blue Mountains ON L9Y 3Z2, 705-445-0231 ext. 52303

Mowbray's Canadian Tire, 5116 Highway 21, Port Elgin ON N0H 2C0, 519-832-6995

Nottawasaga Inn Resort 6015 Highway 89, Alliston ON L9R 1A4, 1-800-669-5501

Owen Sound Attack, P.O. Box 1420, 1900 Third Ave E. Owen Sound ON N4K 6T5, 519-371-7452

Paramount Theatre, 206 10th Street, Hanover ON N4N 1N7, 519-364-2066

**Crime Stoppers of Grey Bruce** 



Pike Lake Golf Centre, Unit P-01 9625 Pike Lake Rd, Clifford ON N0G 1M0, 1-800-265-2551

Ripley's Aquarium of Canada, 288 Bremner Boulevard, Toronto ON M5V 3L9, 647-351-3474

Sauble Golf & Country Club, 678 Bruce County Road 8, South Bruce Peninsula ON, N0H 2G0, 519-422-1052

Saugeen Golf Club, 5278 Bruce County Road 3, Port Elgin ON N0H 2C6, 519-389-4031

Saugeen Shores Family Eye Care, 643 Devonshire Road, Port Elgin, ON N0H 2C3, 519-832-5511 Somerhill Golf Club, 2483 Highway 21, RR2, Tiverton ON N0G 2T0, 519-396-8450

Southampton Market, 140 Albert Street South, Southampton ON N0H 2L0, 519-797-3356

Southampton Olive Oil Company, 2-173 High Street, Southampton ON N0H 2L0, 519-483-6457

Sparlings Propane, 774304 Highway 10 North, Flesherton ON NOC 1E0, 519-924-3331

Squire John's, 209896 Highway 26 West, Blue Mountains ON L9Y 0L1, 705-445-1130 St John Ambulance Grey Bruce 316 5th Street, Hanover ON N4N 0A7, 519-364-7004 186

Stone Tree Golf and Fitness, 318085 Highway 6 & 10, Owen Sound ON N4K 5N6, 519-376-7899

Tibbs Cash ATM Services P.O. Box 27, Georgian Bluffs ON N0H 2T0 226-664-0225

Walkerton Golf & Curling Club, 164 Bruce County Road 2, Walkerton ON NOG 2V0, 519-881-0709

Walkerton Toyota, P.O. Box 1178 Walkerton ON N0G 2V0, 519-881-3200



# **The Silent Crisis**

# Fentanyl, an opioid that is 50 times stronger than heroin, is being used increasingly in the illicit drug supply... with deadly consequences.

We needed to raise awareness of the dangers of synthetic opioids like fentanyl. Fentanyl, an opioid that is 50 times stronger than heroin, is being used increasingly in the illicit drug supply. With deadly consequences. Overdose deaths in the United States rose to over 100,000 during 2021. More needs to be done to sound the alarm with those most at risk of an overdose.

In its pure form, overdoses are only moderately unpredictable, with most overdose deaths occurring at serum concentrations of between 150 and 250 ng/ml. In contexts of mixture-substance use, blood fentanyl concentrations of approximately 7 ng/ml or greater have been associated with fatalities. Over 85 per cent of overdoses involved at least one other drug, and there was no clear correlation showing at which level the mixtures were fatal. The dosages of fatal mixtures varied by over three magnitudes in some cases. This extremely unpredictable volatility with other drugs makes it especially difficult to avoid fatalities. The likelyhood of overdoes is extremely high when obtained from drug dealers with a lack of knowledge of the drug's content.

# Naloxone can completely or partially reverse an opioid overdose

Most of the recent increases in fentanyl deaths do not involve prescription fentanyl but are related to illicitly made fentanyl that is being mixed with or sold as heroin. Death from fentanyl overdose continues to be a public health issue of national concern in Canada since September 2015. In 2016, deaths from fentanyl overdoses in the province of British Columbia alone averaged two persons per day. In 2017 the death rate rose over 100 per cent with 368 overdose-related deaths in British Columbia between January and April 2017. Fentanyl has started to make its way into heroin as well as illicitly manufactured opioids and benzodiazepines. Fentanyl contamination in cocaine, methamphetamine, ketamine, MDMA, and other drugs is common. A kilogram of heroin laced with fentanyl may sell for more than \$120,000, but the fentanyl itself may be produced far more cheaply, for about \$6,000 per kilogram.

As of 2018, fentanyl was the most commonly listed opioid in overdose drug deaths, surpassing heroin. From 2013 until 2016, overdose deaths involving fentanyl were increasing by 113 per cent per year. In 2021, the Public Health Agency of Canada noted that 87 per cent of accidental apparent opioid toxicity deaths involved fentanyl.

#### Myths and moral panic

In the late 2010s, some media outlets began to report stories of police officers being hospitalised after touching powdered fentanyl, or after brushing it from their clothing. Topical (or transdermal; via the skin) and inhalative exposure to fentanyl is extremely unlikely to cause intoxication or overdose (except in cases of prolonged exposure with very large quantities of fentanyl), and first responders such as paramedics and police officers are at minimal risk of fentanyl poisoning through accidental contact with intact skin.

A 2020 article from the Journal of Medical Toxicology stated that "the consensus of the scientific community remains that illness from unintentional exposures is extremely unlikely, because opioids are not efficiently absorbed through the skin and are unlikely to be carried in the air." The effects being reported in these cases, including rapid heartbeat, hyperventilation and chills, were not symptoms of a fentanyl overdose, and were more commonly associated with a panic attack.

#### **Crime Stoppers of Grey Bruce**

A 2021 paper expressed concern that these physical fears over fentanyl may inhibit effective emergency response to overdoses by causing responding officers to spend additional time on unnecessary precautions. The media coverage could also perpetuate a wider social stigma that people who use drugs are dangerous to be around.

#### Prevention

Many public health initiatives have been started to prevent the misuse and overdose of fentanyl. One of the initiatives that have been started to prevent fentanyl overdose is from the CDC [1]. The effort has been categorized as a Health Alert Network Advisory signaled to a multitude of professionals within the health field. The advisory explains four key action points.

Those points include the:

- (a) local need to expand the distribution and use of naloxone and overdose prevention education,
- (b) expand awareness, access, and availability of treatment for substance use disorders,
- (c) intervene early with individuals at highest risk

# **Opioid and Stimulant-related Harms in Canada**

*Published:*(*September 2022*)

# What: There was a total of 30,843 apparent opioid toxicity deaths between January 2016 and March 2022Footnote1Footnote2

During the first two years of the pandemic, there was a 91 per cent increase in apparent opioid toxicity deaths (April 2020 – March 2022, 15,134 deaths), compared to the two years before (April 2018 – March 2020, 7,906 deaths).

A total of 1,883 apparent opioid toxicity deaths occurred so far in 2022 (January – March). This is approximately 21 deaths per day. For a similar timeframe in the years prior to the pandemic, there were between 8 (in 2016) and 11 (in 2018) deaths per day.

A number of factors may have contributed to a worsening of the overdose crisis over the course of the pandemic, including the increasingly toxic drug supply, increased feelings of isolation, stress and anxiety, and changes in the availability or accessibility of services for people who use drugs.

#### Where: A majority of deaths occurred in British Columbia, Alberta, and Ontario; increases were also observed in other regions

Several jurisdictions have observed record-breaking numbers and rates in relation to the wider impacts of the COVID-19 pandemic;

So far in 2022 (January – March), 90 per cent of all accidental apparent opioid toxicity deaths occurred in British Columbia, Alberta, or Ontario;

Elevated rates have also been observed in other areas, including Yukon. for overdose, and

(d) improve detection of overdose outbreaks to facilitate more effective response.

Another initiative is a social media campaign from the United States Drug Enforcement Administration (DEA) called "One Pill Can Kill". This social media campaign's goal was to spread awareness of the prevalence of counterfeit pills that are being sold in America that is leading to the large overdose epidemic in America. This campaign also shows the difference between counterfeit pills and real pills. This campaign also offers resources for help with drug addiction and rehabilitation.

#### New Jersey initative

In New Jersey another initiative was started called "The Partnership for a Drug-Free New Jersey" (PDFNJ) was created to inform the people of New Jersey the harm of taking drugs and where to dispose of expired or unneeded prescription medications. Some of this programs campaigns also focus on children and teaching children how to deal with the influence and peer pressures of these drugs.

# Who: Most apparent opioid toxicity deaths among young- to middle-aged males

Males accounted for the majority of accidental apparent opioid toxicity deaths (76 per cent) so far in 2022 (January – March);

For males and for females, the majority of accidental apparent opioid toxicity deaths were among individuals aged 20 to 59 years.

# Why: Toxicity of supply continues to be a major driver of the crisis

Of all accidental apparent opioid toxicity deaths so far in 2022 (January – March), 85 per cent involved fentanyl;

Of all accidental apparent opioid toxicity deaths so far in 2022 (January – March), 81 per cent involved opioids that were only non-pharmaceutica.

# Data on the polysubstance nature of the overdose crisis

Available information from six provinces and territories indicates the number of apparent stimulant toxicity deaths so far in 2022 (January – March) was high. Almost all (99 per cent) of those deaths were accidental.

Just under half (44 per cent) of accidental apparent opioid toxicity deaths so far in 2022 (January – March) also involved a stimulant, reflecting the polysubstance nature of this crisis.

Of the accidental apparent stimulant toxicity deaths so far in 2022 (January – March), 61 per cent involved cocaine, while 52 per cent involved methamphetamines.

Of the accidental apparent stimulant toxicity deaths so far in 2022 (January – March), 85 per cent involved an opioid.

#### **Crime Stoppers of Grey Bruce**



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#### **Christine Fraser-McDonald**

From:Mary Dawson-Cole <Mary.Dawson-Cole@mpac.ca>Sent:January 16, 2023 3:25 PMTo:Christine Fraser-McDonaldSubject:MPAC: Farm Forestry Exemption



Good afternoon Christine,

In the 2021 Fall Economic Statement, the Provincial Government stated its intent to increase the limit on the Farm Forestry Exemption (FFE) for farm woodlots from 20 to 30 acres to keep pace with the growth of farm sizes.

FFE is a tax exemption designed to protect wooded areas. Farmers with farm property or farm property holdings with wooded areas may qualify for the exemption. Previously, the tax exemption applied to one acre of forested land for every 10 acres of farmland and could not exceed 20 acres in any one municipality.

Changes were enacted with the Bill 43 amendment to section 3(1)19 of the Assessment Act to allow the Minister of Finance to prescribe a higher number of acres. O. Reg 230/22 was filed to increase the acreage maximum per farm property owner in a municipality from 20 to 30 acres effective January 1, 2023.

These changes also involved the creation of a new Unit Class (FF), which you will see in your systems in early 2023. The increase to the assessment roll on valuation will show as exempt and aligns with other tax incentives such as Managed Forest Tax Incentive Program and Conservation Land Tax Incentive Program.

#### **Key Highlights**

- The FFE is extended to farmed properties for woodlots used for forestry purposes, not used directly in the farm operation.
- It involves calculations based on a ratio of the owner's entire land holdings to the forested or woodland parts.
- MPAC is responsible for completing the calculation and determining the allowable number of acres for this exemption.
- Previously, for qualifying properties, the tax exemption applied to one acre used for forestry purposes for every 10 acres of the farm in any one municipality or in nonmunicipal territory under a single ownership but not more than 20 acres or, if the

Minister prescribes a higher number. With the change, the acreage maximum per farm property owner in a municipality has increased from 20 to 30 acres.

- This change came into affect January 1, 2023.
- Properties that will have an increase to their eligible FFE acreage will receive a Special Amended Notice (SAN) in early 2023. Other properties will receive a Property Assessment Notice (PAN) later in 2023 to show the FFE value attributed to the Unit Class FF and exemption for the 2024 tax year.
- Municipalities will now see the value of Farm Forestry Exemption as part of the assessment base.

MPAC is implementing changes to modernize the entire process and provide transparency to municipalities and property owners.

We will continue to provide municipalities with updates and additional information on our progress. If you have any questions, please contact your Municipal and Stakeholder Relations Account Manager, Anthony Fleming at anthony.fleming@mpac.ca.

Thank you,

Mary Dawson-Cole Director, Municipal and Stakeholder Relations

#### Copy:

Carmelo Lipsi, Vice President, Valuation and Customer Relations and Chief Operating Officer

mpac.ca

**Municipal Property Assessment Corporation** 

# SAUGEEN VALLEY CONSERVATION AUTHORITY

# Minutes

Meeting:	Authority Meeting
Date:	Thursday, December 15, 2022, 1:00 p.m.
Location:	Remote
Chair:	Barbara Dobreen
Members present:	Paul Allen, Larry Allison, Kevin Eccles, Bud Halpin, Tom Hutchinson,
	Gregory McLean, Steve McCabe, Dave Myette, Mike Niesen, Sue Paterson,
	Moiken Penner, Jennifer Prenger, Bill Stewart, Peter Whitten
Staff present:	Jennifer Stephens, Erik Downing, Donna Lacey, Elise MacLeod, Laura
	Molson, Ashley Richards, Janice Hagan

In the absence of an elected Chair, Jennifer Stephens, GM/S-T called the meeting to order at 1:04 p.m.

#### 1. Appointment of Chair Pro Tem

#### **MOTION #G22-91**

Moved by Tom Hutchinson

Seconded by Steve McCabe

THAT Barbara Dobreen be appointed Chair Pro Tem for the SVCA Authority meeting, December 15, 2022.

#### Carried

#### 2. Land Acknowledgement

The Land Acknowledgement was read by Chair 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 Nations, Métis, and Inuit peoples.

#### 3. Adoption of Agenda

The following reports were amended to the meeting agenda after circulation:

- General Manager's Report
- Bill 23 More Homes Built Faster Act, 2022
- Transition Plan 3<sup>rd</sup> Progress Report

#### **MOTION #G22-92**

Moved by Bill Stewart Seconded by Paul Allen THAT the SVCA Board of Directors adopt the agenda for the Authority meeting on December 15, 2022, as amended.

Carried

#### 4. Introduction of Directors and Staff

Due to municipal appointments for the new term of council, the Board of Directors has various new Authority members. Each of the Directors introduced themselves, and Jennifer Stephens introduced staff members in attendance.

#### 5. Declaration of Pecuniary Interest

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

#### 6. Approval of Authority meeting Minutes – October 20, 2022

#### Motion #G22-93

Moved by Bill Stewart

Seconded by Sue Paterson

THAT the SVCA Board of Directors adopt the minutes of the Authority meeting held on October 20, 2022, as presented.

#### Carried

#### 7. Presentation – Orientation

Jennifer Stephens gave an overview of the Conservation Authority, and member roles and responsibilities. She noted that a special webpage had been created for the Directors which contains information related to organizational governance, corporate documents, and items related specifically to the board.

#### 8. General Manager's Report

Jennifer Stephens highlighted external communications, staff accomplishments and various updates across the watershed. She discussed the status of the 2022 Workplan and the projects that will be deferred to 2023.

#### Motion #G22-94

Moved by Tom Hutchinson Seconded by Bill Stewart THAT the General Manager's report be received.

Carried

#### 9. Consent Agenda

#### Motion #G22-95

Moved by Larry Allison

Seconded by Bill Stewart

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

#### Carried

#### **10. New Business**

a. SVCA Fee Policy

The SVCA Fee policy is to be approved by December 31, 2022 and posted to the SVCA website along with all fee schedules, according to requirements of the *Conservation Authorities Act* - Section 21.2. It was noted that Schedule B – Campground Fees had been approved at the July 2022 Authority meeting. After discussion, the following motion was passed:

#### Motion #G22-96

Moved by Tom Hutchinson

Seconded by Dave Myette

THAT the Board of Directors of Saugeen Valley Conservation Authority approve the attached Fee Policy;

AND THAT the Board approve the following fee schedules to take effect on January 1, 2023:

- Schedule A Environmental Planning and Permitting Services
- Schedule C Forestry Services
- Schedule D Corporate Services

#### Carried

b. 2023 Meeting Schedule

Motion #G22-97 Moved by Steve McCabe Seconded by Bill Stewart THAT the 2023 SVCA Authority meeting schedule be adopted as presented; and further

THAT the Authority return to in person meetings to be conducted at the Formosa Administration office, except at the discretion of the Chair.

Carried

c. Bill 23 – More Homes Built Faster Act, 2022

#### Authority Meeting – December 15, 2022

Jennifer Stephens provided an update to Bill 23 and focused on several major challenges for conservation authorities. The bill will assign new responsibilities to municipalities, leading to inefficiencies and delays, will weaken conservation authorities' powers, and will reduce natural and valuable infrastructure such as wetlands. It was noted that municipalities will be required to obtain their own expertise for natural heritage commenting as CAs will not be permitted to do so. The Directors requested that updates be provided as they occur. After discussion the following motion carried:

#### Motion #G22-98

Moved by Paul Allen Seconded by Bud Halpin THAT the update on Bill 23, *More Homes Built Faster Act*, 2022, be received.

Carried

#### d. Transition Plan – 3<sup>rd</sup> Progress report

Jennifer Stephens reviewed Ontario Regulation 687/21: Transition Plans and Agreements for the Programs and Services Under Section 21.1.2 of the *Conservation Authorities Act*, as well as the Inventory of Programs and Services prepared for Saugeen Valley Conservation Authority. The 3<sup>rd</sup> progress report will be submitted to the Ministry of Natural Resources and Forestry in advance of the January 1, 2023, deadline.

#### Motion #G22-99

Moved by Bill Stewart Seconded by Peter Whitten THAT the Third Progress Report related to Saugeen Valley Conservation Authority's Transition Plan (Inventory of Programs and Services) be authorized for submission to the Ministry of Natural Resources and Forestry;

AND FURTHER THAT the letter documenting compliance with the governance and administration amendments to the *Conservation Authorities Act* due by January 1, 2023, be endorsed for submission to the Ministry of Natural Resources and Forestry.

#### Carried

#### Adjournment

There being no further business, the meeting adjourned at 3:52 p.m. on motion of Moiken Penner and Greg McLean.

Barbara Dobreen Chair Janice Hagan Recording Secretary



The Corporation of the Municipality of Arran-Elderslie

# Staff Report

Council Meeting Date: January 30, 2023

Subject: SRFIN.23.05 By-Law Updates for 2023

Report from: Tracey Neifer, Treasurer

Appendices: Appendix A: By-Law 04-2023 Interim Tax Levy

Appendix B: By-Law 05-2023 Borrowing By-Law

## **Recommendation**

Be It Resolved that Council hereby,

- 1. Receive By-Law 04-2023 being a by-law to provide for a 2023 interim tax levy and to provide for the payment of taxes;
- 2. Receive By-Law 05-2023 being a by-law to enter into an agreement with Canadian Imperial Bank of Commerce; and
- 3. That the By-Laws be brought forward for Council approval.

#### **Report Summary**

The interim tax levy provides the authority to bill and collect on taxes in 2023 and establishes dates for which the interim levy shall become due and payable. The interim dates have been updated to reflect the current Tax Policy, March 31<sup>st</sup>, and June 30<sup>th</sup>. The final instalment dates will be August 31<sup>st</sup> and October 31<sup>st</sup>.

The agreement with CIBC provides for temporary borrowings to meet expenditures, if needed, given that the taxes for the year are not due and payable until March and June. Historically we have not needed to rely on temporary borrowings, but it is appropriate to have the necessary by-law in place.

# **Background**

These financial related by-laws require updating on an annual basis.

# <u>Analysis</u>

The by-laws are reviewed and updated annually.

# Link to Strategic/Master Plan

6.4 Leading Financial Management

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

No additional information or financial impacts.

Approved by: Sylvia Kirkwood, Chief Administrative Officer

#### THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

#### BY-LAW NO. 04-2023

#### BEING A BY-LAW TO PROVIDE FOR A 2023 INTERIM TAX LEVY AND TO PROVIDE FOR THE PAYMENT OF TAXES

WHEREAS Section 9 of the *Municipal Act 2001, S.O. 2001, c. 25, as amended,* grants municipalities the rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS the assessment roll on which 2023 taxes are to be levied will be returned and revised pursuant to the provisions of the Assessment Act; and

WHEREAS it is necessary for the Council of the Corporation of the Municipality of Arran-Elderslie pursuant to the Municipal Act 2001, S.O. 2001, c. 25, as amended, to raise certain sums for the 2023 taxation year; and

WHEREAS it is expedient to provide for an interim tax levy and to fix the date upon which such interim tax levy shall become due and payable;

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

- 1. THAT the 2023 interim levy is hereby imposed and levied on the whole of the taxable assessment for all rate able property in the Municipality of Arran-Elderslie according to the last revised assessment roll of the Corporation of the Municipality of Arran-Elderslie.
- 2. For the year 2023, the interim levy shall become due and payable in two equal installments being March 31, 2023, and June 30, 2023, and shall be at 50% of the taxes levied in the previous year.
- 3. THAT this By-law shall come into force and take effect upon receiving the final passing thereof.

\*\*\*\*

READ a FIRST and SECOND time this 30<sup>th</sup> day of January, 2023.

READ a THIRD time and finally passed this 30<sup>th</sup> day of January, 2023.

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

#### BY-LAW NO. 05-2023

#### BEING A BY-LAW TO ENTER INTO AN AGREEMENT WITH CANADIAN IMPERIAL BANK OF COMMERCE

WHEREAS in accordance with Section 407(1) of the *Municipal Act, S.O. 2001, c.25, as amended,* the Municipality of Arran-Elderslie considers it necessary to borrow the amount of \$ 2,000,000.00 to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year; and

WHEREAS pursuant to Section 407(2) of the Municipal Act, S.O. 2001, c.25, as amended, the total amount borrowed pursuant to this By-law together with the total any similar borrowings are not to exceed the limits set forth in that subsection or other relevant sections of the Act and if so required under subsection 407(2), the Municipality shall have obtained the approval of the Ontario Municipal Board;

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

- That the Treasurer is authorized on behalf of the Municipality to borrow, from time to time, from the Canadian Imperial Bank of Commerce ("CIBC") a sum or sums not exceeding in the aggregate \$2,000,000.00 to meet, until taxes are collected, the current expenditures of the Municipality for the year pursuant to subsection 407(1) of the Act, and to execute any documents that are required in connection with the borrowing of the above sum, plus interest, at a rate to be agreed upon from time to time with CIBC, in addition to any reasonable charges of CIBC associated with this borrowing.
- 2. That all sums borrowed pursuant to this By-law, as well as all other sums borrowed pursuant to the Act in this year and in any previous years from CIBC for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years as and when this revenue is received.
- 3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received on account in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for this purpose.
- 4. The Treasurer is authorized to furnish to CIBC a statement showing the nature and amount of the estimated revenues of the Municipality not yet collected and showing the total of any amounts borrowed that have not been repaid.

\*\*\*\*

READ a FIRST and SECOND time this 30<sup>th</sup> day of January 2023.

READ a THIRD time and finally passed this 30<sup>th</sup> day of January 2023.

Steve Hammell, Mayor



The Corporation of the Municipality of Arran-Elderslie

# Staff Report

Council Meeting Date: January 30, 2023

Subject: SRFIN.23.07 2023 Operating and Capital Budget – 2nd Draft

Report from: Tracey Neifer, Treasurer

Appendices: Supporting Schedules

- ✓ Schedule A Municipal Services by Department
- ✓ Schedule B Building and By-law Enforcement Services
- ✓ Schedule C Water, Sewer and Stormwater Services
- ✓ Schedule D Grant and Donation Requests
- ✓ Schedule E Capital Budget
- ✓ Schedule F Summary of Reserves
  - Schedule F.1 Summary of Transfers from Reserves for Operations
  - Schedule F.2 Summary of Transfers to Reserves from Operations
  - Schedule F.3 Summary of Transfers from Reserves for Capital

## **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 3<sup>rd</sup> Draft Operating and Capital Budget to Council on February 13<sup>th</sup>, 2023, for review and consideration.

## **Report Summary**

The purpose of this report is to provide Council with the second draft of the 2023 Operating and Capital Budget. The report focuses on the operational and capital changes proposed by the Leadership Team, as well as detailed information regarding the Reserves and Reserve Funds.

# **Background**

The first draft of the 2023 Operating and Capital Budget was presented to Council on January 9th, reflecting a proposed tax rate increase of 6.0%, and with that the budget required further reductions of \$486,536 to achieve a balanced budget. As staff were still in the process of reviewing accounts to find further cost savings and efficiencies, Council passed the following resolution:

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 and Operating Budget including the Reserve Continuity and Draft Revised Fees and Charges By-Law forward to Council on January 30, 2023, for review and consideration.

The Fees and Charges By-Law has been presented in a separate report, SRFIN.23.06, being presented on January 30, 2023.

# <u>Analysis</u>

The first draft of the operating budget reflected that savings of \$486,536 was necessary to provide a balanced budget, assuming a 6% tax rate increase. The Leadership Team, over the past few weeks has reviewed their departmental budgets by looking at the accounts, historical trends, inflationary factors, actual expenditures, staff hours and work capacity. The result of these efforts, while not resulting in a fully balanced operating budget, has achieved a net reduction of \$314,873, leaving further savings to be found of \$171,663. With the changes implemented the overall tax rate increase of 14.22% has been reduced to 8.90%.

The following charts highlight the operating budget by Key Service Area, comparing the changes between the first and second draft operating budget:

	December	2022	2023	2023	2023	Budget	Budget	
	2022	Council Approved	Draft 1-Jan 9	Draft 2-Jan 30	Draft Budget Chg	\$	%	
	Actuals	2022 Total Budget	2023 Total Budget	2023 Total Budget	Draft 2 to Draft 1	Variance	Variance	
MUNICIPAL SERVICES						-		
GENERAL GOVERNMENT	28,325	263,397	745,748	519,228	-226,520	255,831	97.1%	
PROTECTION SERVICES	1,737,992	1,838,677	1,909,785	1,875,728	-34,057	37,051	2.0%	
TRANSPORTATION SERVICES	2,667,969	2,464,339	2,666,117	2,728,206	62,089	263,867	10.7%	
ENVIRONMENTAL SERVICES	-1,583	27,767	3,921	3,188	-733	-24,579	(88.5%)	
HEALTH SERVICES	37,457	45,238	67,558	53,370	-14,188	8,132	18.0%	
RECREATION AND CULTURE	658,531	1,122,091	1,204,813	1,158,721	-46,092	36,630	3.3%	
PLANNING AND DEVELOPMENT	223,680	268,857	352,664	352,647	-17	83,790	31.2%	
Total MUNICIPAL SERVICES	5,352,371	6,030,366	6,950,606	6,691,088	-259,518	660,722	11.0%	

	December	2022	2023	2023	2023	Budget	Budget
	2022	Council Approved	Draft 1-Jan 9	Draft 2-Jan 30	Draft Budget Chg	\$	%
	Actuals	2022 Total Budget	2023 Total Budget	2023 Total Budget	Draft 2 to Draft 1	Variance	Variance
<b>BUILDING &amp; BYLAW ENFORCEMENT SERVICES</b>							
Building	-46,080						#DIV/0!
ByLaw	53,533	49,803	60,261	60,261		10,458	21.0%
Total BUILDING & BYLAW ENFORCEMENT							
SERVICES	7,453	49,803	60,261	60,261		10,458	21.0%

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	December	2022	2023	2023	2023	Budget	Budget
	2022	Council Approved	Draft 1-Jan 9	Draft 2-Jan 30	Draft Budget Chg	\$	%
	Actuals	2022 Total Budget	2023 Total Budget	2023 Total Budget	Draft 2 to Draft 1	/ariance	Variance
WATER AND SEWER SERVICES							
SHARED ADMINISTRATION	9,514						#DIV/0!
SEWER	-109,573	1				-1	(100.0%)
WATER	-103,853	-2				2	(100.0%)
STORM	41,928	44,932	55,355		-55,355	-44,932	(100.0%)
Total WATER AND SEWER SERVICES	-161,984	44,931	55,355		-55,355	-44,931	(100.0%)

# **Municipal Services**

The following comments have been provided to explain the changes that have been put forth by the Leadership Team, as well as the financial impact on the budget. The changes identified include both revenue and expenses.

#### General Government

- Council a review of conferences was completed, and the budget was adjusted to reflect one attendee for Good Roads, AMO and ROMA, previously provided for 2 attendees (-\$4,000).
- General Services the recent change to soft phones through staff computers has identified a reduction in 3 cell phone plans now redundant (-\$720). A budget increase of \$10,000 to provide for AODA Compliance training has been added to the budget. The most notable change is an increase in interest income (+\$221,855). The bank interest rates have climbed throughout 2022 from 0.75% to 4.64%. While not expecting the rates to be maintained at 4.64%, with a review of the monthly bank balance, and assuming the same spending patterns as 2022, interest income has been increased based on an average 3% interest rate for 2023. A small adjustment was made to the transfer from the Community Well Being Reserve which is used to offset the school rental costs, based on the balance available to transfer (-\$4,055).
- Asset Management/GIS there is finishing work to be completed with PSD, but the provision for contracted services has been reduced to reflect the contract position included in the budget that will be able to take on this work (-\$14,000).

- Conservation Authorities the draft budget was received for SVCA and has been adjusted to reflect their report (-\$2,264).
- Fire Protection have deferred two components of training to 2024, Recruit Training and Firefighter 1 Skills (-\$15,571); reduced the regular training courses from 6 days to 4 days for each Station (-\$10,111). Based on discussion at the Chesley and Area Joint Fire Board meeting, have applied the Chesley/Chatsworth shared reserve to help offset some of the costs of mandatory certification (+11,020) which reduces the amount for funds taken from the OPG Reserve (-\$4,111). Tara Station hydro costs appeared high compared to actuals, therefore, have been reduced (-\$2,000).

# Transportation Services

- Roads Wages and Benefits is driven by the Salary Plan module of FMW which calculates wages and benefits based on the person, position, rate, hours, and percentage distribution of time spent in each department. Some refinements were made with the departmental distributions which impacted Public Works and Recreation departments (-\$2,455). A reduction was made to the cost of patching materials (-\$5,000). The fuel expenses for 2022 were reviewed and allocated between fuel, clear diesel, and dyed diesel, thus, adjustments were made to align the budget across these three areas and to reflect a budget comparable to 2022 actuals (+\$71,000).
- Winter Control minor adjustments to wages and benefits (-\$16); contracted services have been adjusted to reflect the contract (-\$1,440)

## Environmental Services

Environmental Programs - minor adjustments to wages and benefits (+\$615); contracted services have been adjusted to reflect the increase of 4.3% per household (-\$1,348). First draft of the budget used inflationary factor of 6%.

## Health Services

- Physician Recruitment finance the net costs with a transfer from the Chesley Clinic Reserve (+\$7,888).
- Clinics adjustment to wages and benefits (-\$11,740). Adjust the transfer to Reserve for the Chesley Clinic (+\$871) and the Paisley Clinic \$+4,569).

## Recreation and Culture

Administrative - adjustment to wages and benefits (-\$26,804). Part of the adjustment to wages in Recreation was a review of student hours paid in 2022, and the hours budgeted for 2023 were reduced to reflect actual hours. Pavilion rental revenue was increased based on actuals (+\$700). With AODA requirements becoming effective January 1, 2025, additional expense was added to allow for an update on the Accessibility Master Plan (+\$20,000). The budget includes Phase 2 of the Building Condition Assessments as part of

preparing for Asset Management. A transfer from reserve has been recorded to finance these costs (+\$30,000).

- Ball Fields adjustment to wages and benefits (-\$5,488). Materials and supplies were adjusted based on 2022 actuals (-\$700). Ballfield rental revenue was adjusted based on a review of actuals for 2022 (+500).
- Arenas adjustment to wages and benefits (+\$33,915). Materials and supplies, and hydro accounts were reviewed, and adjustments made to reflect 2022 actuals (-\$21,200). Ice rental revenues were increased to reflect 2022 actuals (+\$6,500).
- > Libraries adjustment to wages and benefits (-\$3,133).
- Programs adjustment to wages and benefits (-\$3,982). Revenue collected for Insurance fees was adjusted to reflect 2022 actuals (+\$1,000).

#### Planning and Development

> Economic Development - adjustment to wages and benefits (-\$17).

# Building & By-law Enforcement Services

As the Building Department is self-funded through permit fees and reserves, any changes to the operating budget do not appear in **Schedule B**. Upon a review of 2022 results for permit fees and expectations for 2023, the budget for permit fees was increased by \$10,000 to \$160,000. As a result, the transfer from Reserve was reduced by \$10,000.

No changes have been proposed for By-Law Enforcement and Animal Control.

## Water and Sewer Services

## Storm

The first draft of the operating budget had presented the departments, catch basins and ditches as being financed by taxation. After Council discussion, it was clear that there is the intent to investigate the implementation of stormwater user fees to finance these costs. As a temporary measure, the net cost of operations for 2023 have been financed by a temporary transfer from the Water Reserve, which will be repaid by the collection of stormwater user fees.

- Storm Water Catch Basins \$27,355
- Storm Water Ditches \$28,000

No changes have been proposed for Water and Sewer Services.

# **Grant and Donation Requests**

Two amendments have been made to the Grant and Donation Requests, as noted in **Schedule D**, which now totals \$38,129, before financial and facility commitments. The amendments included Paisley Blues Festival (\$2,500) and Arran Tara Elementary School Grade 8 Students (\$415).

# **Capital Budget**

The 1st Draft of the Capital Budget has been reviewed, and the following chart reflects:

- Project deferrals and/or costing updates.
- The separation of Reserves to show:
  - 2022 Approved Reserve these funds were approved as part of the 2022 budget cycle and relates to capital projects that were not completed in 2022 and are carried forward to 2023:
    - Municipal Services \$1,696,763
    - Sewer and Water Services \$968,834
  - 2023 New Reserve Requests these are additional funds requested to cover updated costs for 2022 projects or is for new 2023 initiatives pending adoption of the Capital Budget
    - Municipal Services \$3,348,171
    - Sewer and Water Services \$1,829,113

The detailed listing of capital projects is included in the Schedule E

The changes are reflected in two areas, Fire Protection Services and Recreation and Culture.

						Capital Buc	lge	et Summary	- 2	nd Draft								
						Μι	unio	cipal Servic	es									
Key Service Area	Ľ	ID Budget	Bu	Unspent dget Carry- forward	202	23 Expenses	2	023 Capital Requests		Grants	Do	onations		2022 pproved Reserve		2023 New Reserve Requests	E	2024 Expenses
General Government	\$	349,533	\$	209.555	\$	89,860	\$	299,415	\$	120,169	\$	_	\$	90,902	\$	88,344	\$	10.00
Fire Protection Services		15.000		-	\$	704.455		704.455		-	\$	54.772	Ψ	70,702	\$	649.683		2,056,95
Fransportation Services		2.130.237		1.842.825	\$	2,462,241		4,305,066	\$	1,036,700	\$	50,000	\$	1.323.022	\$	1.895.344	\$	298.73
Environmental Services		8,000		-	\$	180,000	-	180,000	- T	-	\$	-	\$	-	\$	180,000		
Recreation and Culture		1.134.063		538.126	\$	641.500		1,179,626		468.653	\$	97.100	\$	273.373	\$	340.500		426.50
Health Services	\$	55,000	\$	37,516	\$	194,300	\$	231,816	\$	28,050	\$	-	\$	9,466	\$	194,300	\$	30,00
	\$	3,691,833	\$	2,628,022	\$	4,272,356	\$	6,900,378	\$	1,653,572	\$2	201,872	\$	1,696,763	\$	3,348,171	\$	2,822,18
						Sewer	ar	nd Water Se	rvic	ces								
Sewer	\$	180,420	\$	111,555	\$	764,573	\$	876,128	\$	-	\$	-	\$	111,555	\$	764,573	\$	-
Water	\$	807,600	\$	688,518	\$	1,255,687	\$	1,944,205	\$	312,386	\$	-	\$	657,279	\$	1,064,540	\$	638,00
Stormwater	\$	200,000	\$	200,000	\$	370,000	\$	570,000	\$	280,000	\$	-	\$	200,000	\$	-	\$	-
	\$	1,188,020	\$	1,000,073	\$	2,390,260	Ş	3,390,333	\$	592,386	\$	-	\$	968,834	\$	1,829,113	\$	638,00
			1			Tot	al C	Capital Bud	get						1			
2023 Capital 2nd Draft	\$	4,879,853	\$	3,628,095	\$	6,662,616	\$	10,290,711	\$	2,245,958	\$2	201,872	\$	2,665,597	\$	5,177,284	\$	3,460,18
2002 Carrital 1at Draft	¢	4.879.853	¢	3.628.095	¢	8.673.566	¢	12.301.661	¢	3.255.458	¢.	207.100	¢ .	2.665.597	¢	6.045.289	¢	1 402 0
2023 Capital 1st Draft	Ş	4,0/7,003	\$	3,020,095	Ş	0,0/3,300	Ş	12,301,001	Ş	3,233,438	ې.	207,100	ې. ډ	2,000,01/	Ş	0,043,287	Ş	1,483,23
Change to Capital																		
Budget	s		\$	-	-s	2.010.950	-s	2.010.950	~	1.009.500	-\$	5,228	\$		-s	868.005	~	1,976,9

#### **Fire Protection Services**

The following changes have been made:

- 23-FIRE-0003 FLEET Fire Chief Response Unit updated costing information has reduced the expected cost from \$71,000 to \$65,000. In addition, as the Unit would be cost shared between the three Fire Stations, a donation has been set up to reflect the portion to be collected from the Municipality of Chatsworth for their respective share of the Chesley and Area Joint Fire Board.
- 23-FIRE-0008 EQUIP Recruit Bunker Gear deferred some of the gear to 2024 \$37,450, leaving \$10,000 for 2023.
- 23-FIRE-0011 EQUIP SCBA there has been no change to the costing of this project, however the financing has been corrected as well as setting up the portion to be collected from the Municipality of Chatsworth.
- > 23-FIRE-0007 EQUIP Radios project has been deferred to 2024, \$9,500
- 22-FIRE-0004 BLDG Paisley Fire Hall the budget for 2023 has been reduced to \$310,000 to reflect the cost for site prep, and water and sewer extension of service; with the building construction proposed for 2024, \$2,000,000. Changes have been made based on a recent meeting of the Paisley Fire Sub-Committee. Another meeting is set for February, with a report to follow for Council consideration.
- 23-FIRE-0002 EQUIP E Hydraulic Ram updated to reflect new costing information, thus reduced from \$18,000 to \$15,000.

#### **Recreation and Culture**

The following changes have been made:

- 23-RECC-0019 PARKS Chesley Skate Park Equipment Replacement of \$55,000 has been deferred to 2024.
- 23-RECC-0020 PARKS Paisley Playground Equipment Replacement of \$70,000 has been deferred to 2024.
- 23-RECC-0023 PARKS Tara Main Park Redevelopment of \$50,000 has been deferred to 2024, with an additional cost of \$25,000 added to the project.
- 23-RECC-0017 BLDG Tara Arena Storage Building, \$30,000 has been deferred to 2024.

## Reserves

Included in the Operating and Capital Budgets are transfers to and from Reserves. The following chart provides an overview of those transactions:

Comm	nuity of Reserves -	as per boag					
	2023 - Budget - Jan. 30th						
	Municipal Services	Building Services	Water & Sewer Services				
Balance, beginning of year <b>(N.1)</b> 2022 Est. YE Adjustments <b>(N.2)</b>	8,136,305.69 323,255.00	279,595.19 -	10,936,480.52 -				
	8,459,560.69	279,595.19	10,936,480.52				
Transfer to Operating Transfer to Operating - Water	(201,742.00)	(57,184.00)	(420,676.00)				
Transfer from Operating	1,741,071.00	-	2,075,915.00				
For Municipal Services (GIS/AM)		(5,000.00)	(20,000.00)				
	1,539,329.00	(62,184.00)	1,635,239.00				
Transfer to Capital - New Funds Requested ** does not include 2022 approved capital projects being completed in 2023	(3,378,171.00)	-	(1,799,113.00)				
	(3,378,171.00)	-	(1,799,113.00)				
Palance, and of year	( ( ) 0 719 ( 0	217,411.19	10,772,606.52				
Balance, end of year	6,620,718.69	217,411.17	10,772,000.52				
AE Water/Sewer			117,432.77				
Water			7,644,133.50				
Sewer		-	3,011,040.25				
		-	10,772,606.52				

Continuity of Reserves - as per Budget

N.1 - opening balance based on 2022 budgeted transfers, final adjustments for 2022 have not been completed
N.2 - includes the transfer to reserve for land sales and Efficiency Funds deferred to 2023 project completion

More detailed information regarding the use of the Reserves is provided in the attached **Schedule F**.

The following chart depicts the projected reserve balance on December 31, 2023 based on the Operating and Capital Budget. The sufficiency of the reserves will be assessed as part of the long-term capital plan and financing strategy. In addition, a Reserve and Reserve Fund Policy is planned for 2023 to identify the purpose, dollar threshold and source of funding for each reserve or reserve category.



This chart includes a rolling average of the reserve balance and a reflection on the percentage increase year over year.



A similar chart, but looking at the Sewer and Water Services, as well as the Building Permits. The Water and Sewer Reserves continue to increase with the annual increases to the user fees being applied. Reflecting on the Asset Management Plan, it was advised that we continue to maintain the increase as per the Financial Plans. The sufficiency of the Reserves will be further reviewed with the long-term capital plan and financing strategy.



# **Reserve Funds**

An MFOA discussion paper issued in December 2021 stated that "A reserve or reserve fund is money set aside for specific purpose or use. While Ontario legislation requires municipalities to establish certain reserve funds in certain circumstances, Council has the discretion to establish reserves and reserve funds for any purpose for which they have the authority to spend."

Reserve funds established at the discretion of Council are referred to as Discretionary Reserve Funds. Obligatory Reserve Funds, however, are created when senior government statute or agreement requires that revenue received for special purposes be segregated from the general revenues of the municipality. There is additional administrative work required to maintain reserve funds as they have separate interest-bearing bank accounts. It is the recommendation of this report that the Discretionary Reserve Funds be closed out and that funds be contributed to the corresponding reserve accounts. Funds held in Reserves require Council approval for staff to access the funds, which holds the intent of the Discretionary Reserve Funds.

		Sumr	nary of R	Arran-El eserve F 31, 2022	unds						
	Discretionary Reserve Funds										
	Commu		Being			6,723.10					
	Paisley L					21,831.58					
	Paisley P					1,726.77					
03-3007	Paisley N	Auseum				13,160.06					
	Total					43,441.51					
		Obli	gatory R	eserve Fu	unds						
03-3008	Paisley P	arks Subo	div - Ren	trag		23,169.71					
03-3010	Arran Pc	arkland				5,729.25					
03-3014	Gas Tax,	/CCBF			**	414,552.62					
03-3017	Mainstre	et Revitc	lization			1.04					
03-3015	OCIF				**	1,053,137.07					
	Total					1,496,589.69					
Total Re:	serve Fun	ds				1,540,031.20					
** Requi	res year-e	end adju	stments								

Review of the accounts has identified the following about the Reserve Funds.

**Community Well Being** – the fund was established in 2015 with a deposit of \$400,000 from the Nuclear Waste Management Organization. Funds have been used to support the Natural Gas project, Chesley Ball Diamond, Electronic Signs, Allenford Playground, and the Paisley School Room Rental. This fund will be fully spent in 2023 as the municipality wraps up the Paisley School Room Rental Agreement.

**Paisley LACAC** – Local Architectural Conservation Advisory Committee – staff have been in contact with members of the original committee and have been advised that the funds were intended for the preservation of the Paisley Hose Tower, and that there had been discussion about making the building a "fire museum". The funds began pre-2003.
**Paisley Parks** – the funds began pre-2003 and continues to earn interest monthly. The funds have not been spent from 2003 to current.

**Paisley Museum** – the funds began pre-2003 with activity since being referenced to the Museum department.

**Paisley Parks Subdivision Rentrag** – the funds began pre-2003 and continue to earn interest monthly. The funds have not been spent from 2003 to current.

**Arran Parkland** – the funds began pre-2003 with a contribution of \$400 in 2004 and then no further activity, other than interest, until 2021 with the contributions for parkland dedication.

**Gas Tax (CCBF)** – is used to manage the annual payments received for Gas Tax, and track the expenses as identified within the annual Capital Budget. In 2022, the annual allocation was \$215,758.19 and for 2023 is \$225,138.98. The current balance has not been adjusted to reflect 2022 capital spending.

**OCIF** – **Ontario Community Infrastructure Fund** – is used to manage the annual payments received and to track the expenses as identified within the annual Capital Budget. In 2022, the annual allocation was \$665,851 and for 2023 is \$765,729. The current balance has not been adjusted to reflect 2022 capital spending.

#### Link to Strategic/Master Plan

6.4 Leading Financial Management

Accessibility Master Plan Financial Plans, Sewer, and Water Fire Master Plan Recreation Master Plan

#### 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 8.90% is required.

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

#### Schedule A - Municipal Services by Department

	December	2022	2023	2023	2023	Budget	Budget
	2022	<b>Council Approved</b>	Draft 1-Jan 9	Draft 2-Jan 30	Draft Budget Chg	\$	%
	Actuals	2022 Total Budget	2023 Total Budget	2023 Total Budget	Draft 2 to Draft 1	Variance	Variance
MUNICIPAL SERVICES							
GENERAL GOVERNMENT							
01-1010 General-Council	117,982	129,105	146,208	142,208	(4,000)	13,103	10.1%
01-1020 General-Program Support	(88,026)	134,292	522,476	313,956	(208,520)	179,664	133.8%
01-1030 General-Asset Management / GIS	(1,629)		77,064	63,064	(14,000)	63,064	
Total GENERAL GOVERNMENT	28,327	263,397	745,748	519,228	(226,520)	255,831	97.1%
PROTECTION SERVICES							
01-2005 Protection-General-All							
01-2010 Protection-Common Fire	136,618	126,459	137,602	122,031	(15,571)	(4,428)	(3.5%
01-2012 Protection-Chesley Fire	119,194	154,176	181,446	173,965	(7,481)	19,789	12.8%
01-2014 Protection-Paisley Fire	62,287	97,543	119,977	116,606	(3,371)	19,063	19.5%
01-2016 Protection-Tara Fire	114,479	134,936	174,267	168,897	(5,370)	33,961	25.2%
01-2020 Protection-Police	1,174,013	1,168,924	1,132,913	1,132,913		(36,011)	(3.1%
01-2030 Protection- Conservation		22,660				1,360	
01-2031 Protection-Conservation SVCA	47,297	46,980	51,937	51,937		4,957	10.6%
01-2032 Protection-Conservation GSCA	42,226			44,417		2,191	5.2%
01-2045 Protection- Crossing Guards	37,245	37,363	38,153	38,153		790	2.1%
01-2050 Protection-Emergency Measures	6,660					(4,621)	(62.4%
Total PROTECTION SERVICES	1,740,019						2.0%
TRANSPORTATION SERVICES							
01-2510 Transportation-Roads-Admin	114,733	127,641	90,592	90,592		(37,049)	(29.0%
01-2511 Transportation-Roads-Admin-Union	356,681	326,401	386,223	386,223		59,822	
01-2512 Transportation-Roads-Shop	159,282		152,094			5,336	
01-2513 Transportation-Roads-Roadside	116,354	109,374	113,758	113,757	(1)	4,383	4.0%
01-2514 Transportation-Roads-Bridges	149,662		152,884		7		(0.9%
01-2515 Transportation-Roads-Hardtop	62,022				(5,004)	1,660	
01-2516 Transportation-Roads-Gravel	629,888		655,821	655,829			
01-2517 Transportation-Roads-Safety	39,496		60,776	60,782	6		
01-2518 Transportation-Roads-Vehicles	569,907	451,361	488,349	559,338	70,989	107,977	23.9%
01-2520 Transportation-Winter Ctrl-Salt/Sand	90,815		88,128			1,315	
01-2521 Transportation-Winter Ctrl-Snow Moving	232,197	218,778				53,951	24.7%
01-2522 Transportation-Winter Ctrl-Standby	32,298		27,026				76.1%
01-2530 Transportation-Saugeen Mobility & Regional Tran	52,287	52,287	55,947			3,660	
01-2540 Transportation-Parking	3,247	4,050	3.500			(550)	(13.6%
01-2550 Transportation-Street Lighting	59,102		61,807			4,179	7.3%
Total TRANSPORTATION SERVICES	2,667,971	2,464,339				1	10.7%
ENVIRONMENTAL SERVICES							
01-3040 Environmental-Garbage Collection	(136,825)	(145,245)	(157,353)	(157,353)		(12,108)	8.3%
01-3050 Environmental-Waste Disposal	38,465						(11.9%
01-3060 Environmental-Recycling	96,776					(4,509)	(4.2%
Total ENVIRONMENTAL SERVICES	(1.584)			3.188	· · · · · · · · · · · · · · · · · · ·		(88.5%)

#### Schedule A - Municipal Services by Department

	December	2022	2023	2023	2023	Budget	Budget
	2022	Council Approved	Draft 1-Jan 9	Draft 2-Jan 30	<b>Draft Budget Chg</b>	\$	%
	Actuals	2022 Total Budget	2023 Total Budget	2023 Total Budget	Draft 2 to Draft 1	Variance	Variance
HEALTH SERVICES							
01-4000 Health-Physician Recruitment	9,348		7,888		(7,888)		
01-4002 Health-Clinic-Chesley	(323)	1				(1)	(100.0%)
01-4004 Health-Clinic-Paisley	(4,313)	1	6,300		(6,300)	(1)	(100.0%)
01-4010 Health-Cemetery-Common	771	6,838	3,663	3,663		(3,175)	(46.4%
01-4011 Health-Cemetery-Arran	2,963		4,245	4,245		(197)	(4.4%
01-4012 Health-Cemetery-Chesley	26,201	15,269	25,068	25,068		9,799	64.2%
01-4013 Health-Cemetery-Elderslie	3,376	4,927	5,046	5,046		119	2.4%
01-4014 Health-Cemetery-Paisley	6,928	6,404	11,446	11,446		5,042	78.7%
01-4016 Health-Cemetery-Tara	(7,494)	7,356	3,902	3,902		(3,454)	(47.0%
Total HEALTH SERVICES	37,457	45,238	67,558	53,370	(14,188)	8,132	18.0%
RECREATION AND CULTURE							
01-5001 Rec/Cult-Parkland-Recreation	128,326	167,605	173,840	172,305	(1,535)	4,700	2.8%
01-5015 Rec/Cult-Admin	(87,839)	134,315	180,119	144,150	(35,969)	9,835	7.3%
01-5020 Rec/Cult-Common H&S	4,723	9,586	14,101	14,101		4,515	47.1%
01-5210 Rec/Cult-Programs-AE Programs	48,380	40,712	41,007	40,007	(1,000)	(705)	(1.7%
01-5220 Rec/Cult-Programs-Day Camp	(14,599)	19,557		(3,982)	(3,982)	(23,539)	(120.4%
01-5311 Rec/Cult-Parks-Ball Field-Arran/Allenford	1,356	3,141	2,641	1,941	(700)	(1,200)	(38.2%
01-5312 Rec/Cult-Parks-Ball Field-Chesley	6,061	8,147	8,201	8,201		54	0.7%
01-5314 Rec/Cult-Parks-Ball Field-Paisley	1,435	5,619	5,282	3,061	(2,221)	(2,558)	(45.5%
01-5316 Rec/Cult-Parks-Ball Field-Tara	8,183	11,205	10,785	7,018	(3,767)	(4,187)	(37.4%
01-5322 Rec/Cult-Parks-Splashpad-Chesley			1,000	1,000		1,000	
01-5324 Rec/Cult-Parks-Splashpad-Paisley			1,000	1,000		1,000	
01-5326 Rec/Cult-Parks-Splashpad-Tara			1,000	1,000		1,000	
01-5411 Rec/Cult-Facilities-CC Arran/Arkwright	4,234	6,101	6,384	6,384		283	4.6%
01-5412 Rec/Cult-Facilities-Chesley Comm Ctr	154,521	205,196	218,007	208,450	(9,557)	3,254	1.6%
01-5414 Rec/Cult-Facilities-Paisley Comm Ctr	186,805	205,380	227,835	223,357	(4,478)	17,977	8.8%
01-5416 Rec/Cult-Facilities-Tara Comm Ctr	127,767	152,577	154,632	174,882		22,305	14.6%
01-5512 Rec/Cult-Facilities-Chesley Pool	25,824		52,640	52,640		(825)	(1.5%
01-5516 Rec/Cult-Facilities-Tara Pool	52,190	51,064	49,899	49,899		(1,165)	(2.3%
01-5612 Rec/Cult-Facilities-Chesley Trailer Park	(11,568)	(1)				1	(100.0%
01-5712 Rec/Cult-Facilities-Lease-Chesley Town Hall	27,312		29,531	29,531		(3,429)	(10.4%
01-5714 Rec/Cult-Facilities-Lease-Paisley Legion	1,428		6,551	6,551		371	6.0%
01-5715 Rec/Cult-Facilities-Lease-Paisley LCBO	(6,362)	(8,388)				8,388	(100.0%
01-5812 Rec/Cult-Libraries-Chesley	(5,702)	(3,420)	(2,721)	(2,721)		699	(20.4%
01-5814 Rec/Cult-Libraries-Paisley	(445)	2,986	3,649	516	(3,133)	(2,470)	(82.7%
01-5816 Rec/Cult-Libraries-Tara	2,520		6,778	6,778		(465)	(6.4%
01-5914 Rec/Cult-Museum-Paisley	3,983		12,652	12,652		1,791	16.5%
Total RECREATION AND CULTURE	658,533		1,204,813		(46,092)	36,630	

#### Schedule A - Municipal Services by Department

	December	2022	2023	2023	2023	Budget	Budget
	2022	<b>Council Approved</b>	Draft 1-Jan 9	Draft 2-Jan 30	Draft Budget Chg	\$	%
	Actuals	2022 Total Budget	2023 Total Budget	2023 Total Budget	Draft 2 to Draft 1	Variance	Variance
PLANNING AND DEVELOPMENT							
01-7010 Plan/Dev-Planning-Zoning	5,632	(500)	35,500	35,500		36,000	(7,200.0%)
01-7220 Plan/Dev-Comm/Ind-Downtown Decor	47,519	53,354	82,030	82,013	(17)	28,659	53.7%
01-7230 Plan/Dev-Comm/Ind- Gravel Pits	5,692	8,858	8,894	8,894		36	0.4%
01-7300 Plan/Dev-Natural Gas Project		1,657				(1,657)	(100.0%)
01-7410 Plan/Dev-Economic Development	137,306	178,368	192,319	192,319		13,951	7.8%
01-7610 Plan/Dev-Tile Drainage	27,529	27,120	33,921	33,921		6,801	25.1%
Total PLANNING AND DEVELOPMENT	223,678	268,857	352,664	352,647	(17)	83,790	31.2%
Total MUNICIPAL SERVICES	5,354,401	6,030,366	6,950,606	6,691,088	(259,518)	660,722	11.0%

## Schedule B - Building and By-Law Enforcement Services

	December	2022	2023	2023	2023	Budget	Budget
	2022	Council Approved	Draft 1-Jan 9	Draft 2-Jan 30	Draft Budget Chg	\$	%
	Actuals	2022 Total Budget	2023 Total Budget	2023 Total Budget	Draft 2 to Draft 1	Variance	Variance
BUILDING & BYLAW ENFORCEMENT SERVICES							
Building							
01-2042 Protection-Building Inspection	(46,080)						
Total Building	(46,080)						
ByLaw							
01-2041 Protection-Animal Control	(395)	(3,615)				3,615	(100.0%)
01-2044 Protection-Property Standards	53,150	8,464	60,261	60,261		51,797	612.0%
01-2060 Protection-By-Law/POA Parking	778	44,954				(44,954)	(100.0%)
Total ByLaw	53,533	49,803	60,261	60,261		10,458	21.0%
Total BUILDING & BYLAW ENFORCEMENT SERVICES	7,453	49,803	60,261	60,261		10,458	21.0%

## Schedule C - Water, Sewer and Stormwater Services

	December	2022	2023	2023	2023	Budget	Budget
	2022	Council	Draft 1-Jan 9	Draft 2-Jan 30	Draft Budget	\$	%
	Actuals	2022 Total	2023 Total	2023 Total	Draft 2 to Draft	Variance	Variance
WATER AND SEWER SERVICES							
SHARED ADMINISTRATION							
01-3005 Environmental-Sewer&Water-Common	9,514						
Total SHARED ADMINISTRATION	9,514						
SEWER							
01-3012 Environmental-Sewage-Chesley	(1,936)	(1)				1	(100.0%)
01-3015 Environmental-Sewage-Paisley	(5,003)						
01-3017 Environmental-Sewage-Tara	(102,629)	2				(2)	(100.0%)
Total SEWER	(109,568)	1				(1)	(100.0%)
WATER							
01-3030 Environmental-Source Water Protection							
01-3032 Environmental-Water-Chesley/Paisley	(55,462)	(2)				2	(100.0%)
01-3036 Environmental-Water-Tara	(48,390)						
Total WATER	(103,852)	(2)				2	(100.0%)
STORM							
01-3018 Environmental-Storm Water-Catch Basins	11,138	25,501	27,355		(27,355)	(25,501)	(100.0%)
01-3019 Environmental-Storm Water-Ditches	30,790	19,431	28,000		(28,000)	(19,431)	(100.0%)
Total STORM	41,928	44,932	55,355		(55,355)	(44,932)	(100.0%)
Total WATER AND SEWER SERVICES	(161,978)	44,931	55,355		(55,355)	(44,931)	(100.0%)

	Schedule D	
	Grant and Donation Poli Summary of Budget Consideratio By-Law 45-2021	
<sup>-</sup> otal Budget Availa	ıble for 2022	30,598
Fotal Budget Availa	<b>ble for 2023</b> ** no change reflected in 2023 Budget	30,598
Γotal Budget Availa		30,598 Grant Request
Schedule B	** no change reflected in 2023 Budget	Grant Request
Total Budget Availa Schedule B Additional Request Schedule D Schedule E Reserve	** no change reflected in 2023 Budget Application Forms Received	Grant Request 37,714

## Schedule D

	Schedule B - Application Form Grant and Donation Requests for 2023 By-Law 45-2021	
Organization	Project Description	mount juested
Crime Stoppers of Grey Bruce	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. 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 www.cstip.ca, or via our P3 Tips Mobile app. <b>**</b> \$2,000 Grant provided in 2020 and 2021; \$2,000 was requested in 2022 and was not awarded due to budget constraints	\$ 2,000
Saugeen Economic Development Corporation - Hawks' Nest Sponshorship	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. 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. Arran-Elderslie has been asked to become a Partner Level Sponsor for 2023. <b>** This is a new request, no previous grants have been awarded for this initiative</b>	\$ 2,000

	Schedule B - Application Form Grant and Donation Requests for 2023			
	By-Law 45-2021			
Organization	Project Description	Amount Requested		
Tara Curling Club	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. 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. In-kind donation - complimentary use of community centre hall approximately 6 times per year (approx. value \$2,500). <b>**</b> The Muncipality'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>**</b> Value of in-kind donation determined using the Tara Community Centre, Unlicensed fee of \$202.41 excluding HST	\$	1,214	
Chesley Hospital Foundation	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. 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 winch 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-equiped 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, helpting to attract and retain staff while offering vital equipment to invest in their skills. <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>	\$	30,000	

Organization	By-Law 45-2021	٨	
Organization Project Description			mount quested
Paisley Blues Festival	Paisley Blues Festival is a registered charity whose purpose is to advance the public's appreciation of the Arts, and to advance education. In 2023 they will returning to the original festival model, 3 days of award winning music, with free admission to everyone. Named on one of the top 100 Festivals and Events in Ontario for 2019. By removing financial barriers, they offer a truly inclusive community festival which is accessible to all residents, and encourages families to come out and experience great live music. Grant request will be used for marketing. A donation from Arran-Elderslie will allow an increase in the marketing reach, drawing significantly more visitors from Southern Ontario to this region. A Ministry report shows visitor spending over a three day event to total over \$155,000. This project has a budget of \$90,000.	\$	2,500

#### Additional Requests Received by Correspondence/Delegation of Council During Budget Meetings

Arran Tara Elementary School Grade 8 Students	Correspondence was received and included as agenda item 12.1 on January 9th, 2023. Ms. Franco wrote on behave of 38 grade 8 students graduating from the Arran Tara Elelementary School in June 2023. Due to space limitations at the school, a request has been received to rent the curling club space and the dancehall in the Tara Arena on Tuesday June 27, 2023 at no cost. The parents and students would be responsible for set up and clean up. The families have been fundraising effortlessly since August 2022 to assist with providing funds to each student towards the costs of the 4-day graduating trip to Ottawa, \$760 per student. There are not funds provided by the School Board for graduation, and the costs are borne by the families. <b>** Rental cost for the Tara Curling Club is \$415.39 plus hst.</b>	\$ 415

Additional Requests Received by Motion

\$ 38,129

	Sched	lule E - Capital	Budget						
			2023	2023	2023	2023	Reserves	2023	2024
	LTD	Unspent Budget	2023	Capital	2023	2023	Unspent Budget	New	2024
	Budget	Carry-forward	Expenses	Requests	Grants	Donations	Carry-forward	Reserves	Expenses
MUNICIPAL SERVICES									
GENERAL GOVERNMENT									
GENERAL SERVICES									
21-GENG-0001 BLDG-Municipal Office Basement Renovations	50,000	50,000	50,000	100,000			50,000	50,000	
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
Total GENERAL SERVICES	349,533	209,555	89,860	299,415	120,169		90,902	88,344	10,000
Total GENERAL GOVERNMENT	349,533	209,555	89,860	299,415	120,169		90,902	88,344	10,000
FIRE PROTECTION SERVICES									
COMMON									
23-FIRE-0003 FLEET-Fire Chief Command/Response Unit			65,000	65,000		7,432		57,568	
23-FIRE-0004 BLDG-Live Fire/Skills Deveopment Training Ground			10,000	10,000				10,000	10,000
23-FIRE-0008 EQUIP-Recruit Bunker Gear			10,000	10,000				10,000	37,450
23-FIRE-0011 EQUIP-Chesley Tara SCBA Replacement (SRFIRE.22.11)			294,455	294,455		47,340		247,115	
24-FIRE-0007 EQUIP-Modernization of Fire Apparatus Radios									9,500
Total COMMON			379,455	379,455		54,772		324,683	56,950
PAISLEY									
22-FIRE-0004 BLDG-Paisley Fire Hall Construction	15,000		310,000	310,000				310,000	2,000,000
23-FIRE-0002 EQUIP-E Hydraulic Ram for Auto Extrication			15,000	15,000				15,000	
Total PAISLEY	15,000		325,000	325,000				325,000	2,000,000
Total FIRE PROTECTION SERVICES	15,000		704,455	704,455		54,772		649,683	2,056,950
TRANSPORTATION SERVICES									
BRIDGES & CULVERTS									
21-TRAN-0001 BRIDGES-A13 Clark Bridge Guiderail	30,000	27,878	122	28,000			27,878	122	
22-TRAN-0008 BRIDGES - Teeswater, paisley, Dyke Maint.	56,000	44,000		44,000	22,000		22,000		
23-TRAN-0029 BRIDGE/CULVERT-(E) - Con 6 Elderslie, east of Lockerby Bridge			50,000	50,000				50,000	
23-TRAN-0030 BRIDGE-(P)- P1 Ross St Bridge			128,000	128,000				128,000	
Total BRIDGES & CULVERTS	86,000	71,878	178,122	250,000	22,000		49,878	178,122	
ROAD NETWORK									
21-TRAN-0002 ROADS-Sideroad #15 Roadway	641,682	465,300		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-0007 ROADS - Teeswater Bridge, Paisley - Approaches and Roadway	15,000	5,576		397,600			5,576	392,024	
23-TRAN-0015 ROADS-Brant Elderslie Boundary (Brockton)			100,000	100,000		50,000		50,000	
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	1.070.00		26,800	26,800	011707	F0.00-		26,800	
Total ROAD NETWORK	1,278,386	1,022,142	1,206,924	2,229,066	264,700	50,000	1,022,142	892,224	298,734
SIDEWALKS	7/5.055	7 10 000	F70 105	1 000 000	750 000		051.000	000 000	
22-TRAN-0005 ROADS-Sidewalks	765,851	748,805		1,322,000	750,000		251,002	320,998	
Total SIDEWALKS	765,851	748,805	573,195	1,322,000	750,000		251,002	320,998	
OTHER			15.000	15 000				15.000	
23-TRAN-0016 ROADS-Other White Ave, Library, Tara parking lot			15,000	15,000				15,000	
Total OTHER			15,000	15,000				15,000	

	Cabad		Duduch						
	Sched	lule E - Capital	Budget						
	LTD	Unspent Budget	2023	2023 Capital	2023	2023	Reserves Unspent Budget	2023 New	2024
	Budget	Carry-forward	Expenses	Requests	Grants	Donations	Carry-forward	Reserves	Expenses
VEHICLES & EQUIPMENT									
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	
Total VEHICLES & EQUIPMENT			489,000	489,000				489,000	
Total TRANSPORTATION SERVICES	2,130,237	1,842,825	2,462,241	4,305,066	1,036,700	50,000	1,323,022	1,895,344	298,73
ENVIRONMENTAL SERVICES									
WASTE DISPOSAL									
21-ENVS-0001 BLDG-Arran Landfill-Weigh Scales Building	8,000		180,000	180,000				180,000	
Total WASTE DISPOSAL	8,000		180,000	180,000				180,000	
Total ENVIRONMENTAL SERVICES	8,000		180,000	180,000				180,000	
RECREATION AND CULTURE									
PARKS	i i			İ					
21-RECC-0001 BLDG/COMP-Chesley Community Ctr / Arena-Zamboni Gates	14,947	14,947		14,947			14,947		
21-RECC-0011 PARKS-Paisley Dog Park Construction, Doc Milne Park	29,000	29,000		29,000		26,100	2,900		
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-0006 PARKS-Paisley Docks, Approaches	20,000	20,000	10,000	20,000		20,000			
23-RECC-0024 PARKS-Tara Park Pole Replacement	20,000	20,000	4,500	4,500		20,000		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	
24-RECC-0019 PARKS-Chesley Skate Park Equipment Replacement			4,000	4,000				4,500	55,00
24-RECC-0020 PARKS-Replace playground equipment in Paisley									70,00
24-RECC-0023 PARKS-Tara Main Park Redevelopment									75,00
Total PARKS	413,947	63,947	44.000	107.947		77,100	17.847	13,000	
FACILITIES	410,747	00,747	44,000	107,747		77,100	17,047	10,000	200,00
21-RECC-0004 BLDG-Tara Community Ctr / Arena-Replace Addition Roof	12,000	12,000		12,000			12,000		
21-RECC-0004 BLDG-10rd Commonly Cirly Arend-Repidce Addition Room	449,800	203,863		203,863	100,000		103,863		
21-RECC-0014 BLDG-(P)-Comm Ctr Lift Rehabiliation	148,316	148,316		148,316	118,653		29,663		
21-RECC-0014 BLDG-[r]-COMMENT CIT LIN RENdbillation 22-RECC-0008 BLDG-Tara Pool-Leak Repair	148,318	10,000		10,000	110,033		10,000		
23-RECC-0008 BLDG-Taild POOFLeak Repair 23-RECC-0015 BLDG-Paisley Arena Floor Replacement	10,000	10,000	50,000	50,000			10,000	50,000	
23-RECC-0015 BLDG-raisley Alena Floor Replacement			50,000	50,000				50,000	
23-RECC-0018 BLDG/COMP-Tara Arena Chiller Replacement				35,000				35,000	
			35,000			10,000			
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 23-RECC-0029 EQUIP-Tara Arena Floor Scrubber			20,000	20,000		10,000		10,000	
23-RECC-0029 EQUIP-Paisley Arena Floor Scrubber			6,500	6,500 6,500				6,500 6,500	
			6,500						
23-RECC-0031 EQUIP-Chesley Electronic Sign Replacement			9,500	9,500				9,500	
24-RECC-0017 BLDG-Tara Arena Storage Building									30,00
24-RECC-0028 BLDG/COMP-Paisley Arena Chiller Replacement									45,00
24-RECC-0031 EQUIP-Paisley Arena Ice Resurfacer									98,00
24-RECC-0032 EQUIP-Chesley Pool Diving Board									5,50
24-RECC-0035 BLDG-Tara Arena Cement Work									13,50
24-RECC-0036 BLDG/COMP-Arkwright Hall Furnace Replacement									15,00
25-RECC-0004 BLDG/COMP-Chesley - Replace Chiller									
Total FACILITIES	620,116	374,179	197,500	571,679	218,653	20,000	155,526	177,500	207,00
LIBRARIES									
23-RECC-0037 BLDG-Paisley Library Renovation	100,000	100,000	400,000	500,000	250,000		100,000	150,000	
24-RECC-0038 BLDG/COMP-Chesley Library HVAC Replacement									19,50
Total LIBRARIES	100,000	100,000		500,000	250,000		100,000	150,000	
Total RECREATION AND CULTURE	1,134,063	538,126	641,500	1,179,626	468,653	97,100	273,373	340,500	426,50

	Sched	lule E - Capital	Budget						
			2023	2023	2023	2023	Reserves	2023	2024
	LTD	Unspent Budget	2020	Capital	2020	2020	Unspent Budget	New	2024
	Budget	Carry-forward	Expenses	Requests	Grants	Donations	Carry-forward	Reserves	Expenses
HEALTH SERVICES									
CLINICS									
24-HLTH-0005 BLDG-Chesley Medical Clinic - roof replacement									30,00
Total CLINICS									30,00
CEMETERIES									
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	
Total CEMETERIES	55,000	37,516	194,300	231,816	28,050		9,466	194,300	
Total HEALTH SERVICES	55,000	37,516	194,300	231,816	28,050		9,466	194,300	30,00
Total MUNICIPAL SERVICES	3,691,833	2,628,022	4,272,356	6,900,378	1,653,572	201,872	1,696,763	3,348,171	2,822,18

	<u> </u>								
	Schec	lule E - Capital	Budget						
			2023	2023	2023	2023	Reserves	2023	2024
	LTD	Unspent Budget		Capital			Unspent Budget	New	
	Budget	Carry-forward	Expenses	Requests	Grants	Donations	Carry-forward	Reserves	Expenses
WATER AND SEWER SERVICES SEWER									
CHESLEY SEWER SYSTEM									
	04.000	04.000	4 000	00.000			04.000	4.000	
21-WSSE-0003 Chesley Sewer pumps	24,000	24,000	1	28,000			24,000	4,000	
22-WSSE-0004 SEWER (C) - Pumping Station, Pump and Electrical Controls	4,590	4,590		4,590			4,590		
22-WSSE-0022 EQUIP-SEWER (C)- Garner Street, South End Electrical Controls	10,200	10,200		10,200			10,200	05.000	
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	0.0 70.0		7,500	7,500			0.0 700	7,500	
Total CHESLEY SEWER SYSTEM	38,790	38,790	36,500	75,290			38,790	36,500	
PAISLEY SEWER SYSTEM			5.000	1.5.000					
21-WSSE-0001 EQUIP-SEWER-P-RAS Pumps	10,000	10,000		15,000			10,000	5,000	
21-WSSE-0006 BLDG-SEWER-P-Coverall Building Structure	75,000	9,427	240,573	250,000			9,427	240,573	
22-WSSE-0007 SEWER (P) - Treatment Plant, Natural Gas and Renovations	50,000	50,000		75,000			50,000	25,000	
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-0020 EQUIP-SEWER (P)-Natural Gas Generator			75,000	75,000				75,000	
23-WSSE-0023 MAINS-SEWER (P)-Queen Street, Paisley, Bridge to Church, 140m			229,500	229,500				229,500	
Total PAISLEY SEWER SYSTEM	135,000	69,427	704,073	773,500			69,427	704,073	
TARA SEWER SYSTEM									
22-WSSE-0002 EQUIP-SEWER (T)-Confined spaces, tripod, harness etc.	6,630	3,338		3,338			3,338		
23-WSSE-0021 EQUIP-SEWER-(T) Mill Street L.S. Pump#2 Replace			24,000	24,000				24,000	
Total TARA SEWER SYSTEM	6,630	3,338	24,000	27,338			3,338	24,000	
Total SEWER	180,420	111,555	764,573	876,128			111,555	764,573	
WATER									
CHESLEY/PAISLEY WATER SYSTEM									
21-WSWA-0003 WELL-Chesley Community Park Well #1	525,000	467,000	33.000	500,000			467,000	33,000	
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	, 0,000	1,000	1,000			, 0,000	1,000	
23-WSWA-0018 EQUIP-WATER-(AE) - Data Loggers @ AE Water Plant for back-up	00,000		20,000	20,000				20,000	
23-WSWA-0021 MAINS-WATER-(P) Queen Street, Paisley, Bridge to Church			314,100	314,100				314,100	
Total CHESLEY/PAISLEY WATER SYSTEM	640,000	537,605		905,705			537,605	368,100	
TARA WATER SYSTEM	040,000	007,000	000,100	/00,/00			007,000	000,100	
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		895,000	312,386		9,674	572,940	
22-WSWA-0012 MAINS-WATER - Harminon St. Watermain, Dead end to John St. 23-WSWA-0019 EQUIP-WATER-(T)- Data loggers @ Tara Water wells	42,000	40,713	20,000	20,000	012,000		7,074	20,000	
23-WSWA-0017 EQ0IF-WATER-(T)- Data toggers @ Tata Water weils 23-WSWA-0020 BLDG-WATER-(T)- Roofs replacment @ Well 2 & 3			10,000	10,000				10,000	
23-WSWA-0020 BLDG-WATER-(1)- ROOIS replactment @ Weir 2 & 3 23-WSWA-0022 WATER (T) -Francis St Watermains			2,500	2,500				2,500	638,000
Total TARA WATER SYSTEM	57,600	40,913		928,500	312,386		9,674	606,440	638,000
FLEET-WATER - Pickup Truck #W8	57,600	40,713	007,307	720,300	J12,300		7,0/4	000,440	030,000
21-WSSH-0001 FLEET-WATER - Pickup Truck #W8	55,000	55.000		55,000			55,000		
		,							
Total FLEET-WATER - Pickup Truck #W8	55,000	55,000		55,000			55,000		
EQUIP-WATER - Antenna/Cable	20.000	20.000		20.000			20.000		
21-WSWA-0001 EQUIP-WATER - Antenna/Cable	30,000	30,000		30,000			30,000		
Total EQUIP-WATER - Antenna/Cable	30,000	30,000		30,000			30,000		
BLDG-WATER - AE OPS Maintenance Projects-Gas Conversion	05.000	05.000		05.000			0.5.000		
22-WSWA-0003 BLDG-WATER - AE OPS Maintenance Projects-Gas Conversion	25,000	25,000		25,000			25,000		
Total BLDG-WATER - AE OPS Maintenance Projects-Gas Conversion	25,000	25,000		25,000			25,000		
Total WATER	807,600	688,518	1,255,687	1,944,205	312,386		657,279	974,540	638,000

	Schec	lule E - Capital	Budget						
			2023	2023	2023	2023	Reserves	2023	2024
	LTD	Unspent Budget		Capital			Unspent Budget	New	
	Budget	Carry-forward	Expenses	Requests	Grants	Donations	Carry-forward	Reserves	Expenses
STORMWATER SYSTEM									
STORMWATER									
23-WSST-0004 STORM-(T) - North Ave, Maria east to Middleton Drain			90,000	90,000				90,000	
Total STORMWATER			90,000	90,000				90,000	
STORM-Hamilton St, Tara and John St to South End									
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		
Total STORM-Hamilton St, Tara and John St to South End	200,000	200,000	280,000	480,000	280,000		200,000		
Total STORMWATER SYSTEM	200,000	200,000	370,000	570,000	280,000		200,000	90,000	
Total WATER AND SEWER SERVICES	1,188,020	1,000,073	2,390,260	3,390,333	592,386		968,834	1,829,113	638,000
Total Arran-Elderslie - Capital	4,879,853	3,628,095	6,662,616	10,290,711	2,245,958	201,872	2,665,597	5,177,284	3,460,184

# Schedule F - Summary of Reserves

# **Municipal Services**

Reserve Category	Balance 12/31/2023
Fire Services	622,711
7220 - Protective Services Fire	69,751
7222 - Fire Station - Chesley	106,857
7223 - Fire Station - Chesley Bell Mobility	61,823
7224 - Fire Station - Paisley	188,542
7225 - Fire Station - Paisley Bell Mobility	94,540
7226 - Fire Station - Tara	11,768
7227 - Fire Station - Tara Bell Mobility	73,963
7228 - Fire Station - Chesley/Chatsworth	15,466
General Government	641,130
7211 - Office Equipment	50,818
7212 - Municipal Buildings	426,695
7213 - MMAH Municipal Efficiency	13,631
7214 - Ontario Grants	10,102
7312 - Election Expense	7,500
7313 - Employee Equity	40,021
7314 - OPG Annual Payment	92,362
Health Services	161,800
7241 - Paisley Clinic	44,970
7242 - Chesley Clinic	92,481
7340 - Doctor Recruitment	9,349
7341 - Cannabis Legalization Fund	15,000
Other and Unspecified	294,687
7229 - Hose Tower-Paisley	4,540
7291 - Gravel Pit	290,148
Planning and Development	362,512
7270 - Land Sale Proceeds - Elderslie	319,600
7270 - Land Sale Proceeds - Paisley	10,000
7370 - Economic Development	32,912
Protective Inspection	2,448
7321 - Animal Control	2,448

Recreation	426,742
7250 - Recreation General	1,047
7251 - Paisley Museum	10,182
7252 - Palace	4,000
7254 - Rec Arena/Community Ctrs	299,372
7255 - Krug Memorial Park	14,305
7257 - Chesley Trailer Park	87,972
7259 - Recreation-Buildings	9,863
Roadways	923,254
7263 - Winter Control	161,175
7264 - Bridges	261,789
7265 - Equipment	451,921
7266 - Roads	48,369
Sick Leave	533,520
7311 - Accumulated Sick Leave	533,520
Waste Disposal	2,570
7280 - Landfill - Paisley	2,570
Working Capital	2,649,344
7210 - Working Capital	2,649,344
Grand Total	6,620,719

# Building, Water, Sewer and Storm Services

Reserve Category	Balance 12/31/2023
Building Permits	217,411
7307 - Building Code-Permit Fees	217,411
Sanitary Sewers	3,011,040
7231 - Sanitary Sewers	3,011,040
Waterworks	7,761,566
7232 - Water	7,644,134
7233 - Water/Sewer - Arran-Elderslie	117,433
Stormwater	23,330
7234 - Stormwater	23,330
Grand Total	11,013,348

Total Reserves	17,634,067
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#### SRFIN.23.07 Schedule F.1 - Transfers from Reserves for Operations

MMAH Municipal Efficiency Funds

#### Summary of Transfers from Reserves for Operations Department Description Amount **Reserve # Reserve Municipal Services Reserve Funds** 01-1020 General-Program Support SRCLK.18.67 Community Well Being Reserve Fund for Paisly Schc\_ 6.723.00 7240 Community Well Being, RF Reserves 01-1030 General-Asset Management / GIS Annual Transfer - Roads Dept contribution to GIS Services 10,000.00 7266 Roads 7314 01-2010 Protection-Common Fire Mandatory Certification for Paisley and Tara 36,926.00 OPG, DGR Program 01-2012 Protection-Chesley Fire Mandatory Certification for Chesley, cost shared 11,020.00 7228 Fire Station - Chesley/Chatsworth 01-2012 Protection-Chesley Fire Mandatory Certification for Chesley. AE share 2,504.00 7314 OPG, DGR Program 01-2514 Transportation-Roads-Bridges Engineered Bridge Study, 2022 project carryforward 10,000.00 7264 Bridaes Stormwater Study, 2022 project carryforward 01-3018 Environmental-Storm Water-Catch Basins 19,655.00 7213 MMAH Municipal Efficiency Funds 01-3018 Environmental-Storm Water-Catch Basins Snowfleet GPS, 2022 project carryforward (Stormwater) 18,600.00 7213 MMAH Municipal Efficiency Funds 01-3018 Environmental-Storm Water-Catch Basins Stormwater Study, 2022 project carryforward 18,149.00 7266 Roads 01-4000 Health-Physician Recruitment Financing of physician agreements 20,000.00 7340 Doctor Recruitment 01-4000 Health-Physician Recruitment Repayment of Reserve overage 7,888.00 7242 Chesley Clinic 01-5001 Rec/Cult-Parkland-Recreation Picnic table replacement program 2,000.00 7250 Recreation - General 01-5015 Rec/Cult-Admin Building Condition Assessment for AM, Phase 2 30,000.00 7212 Municipal Buildings

201,742.00 \*\* excluding Reserve Funds

7213

15.000.00

building services						
01-1030 General-Asset Management / GIS	Annual Transfer - Building Dept contribution to GIS Services	5,000.00	7307	Building Code - Permit Fees		
01-2042 Protection-Building Inspection	Financing of 2023 operating budget	57,184.00	7307	Building Code - Permit Fees		

Community Improvement Plan, Tasks identified

01-7410 Plan/Dev-Economic Development

#### **Total Transfers from Building Reserves** 62,184.00

#### Water and Sewer Services

01-3005 Environmental-Sewer&Water-Common	Cost sharing - portion for Water	143,528.00	7232	Water
01-1030 General-Asset Management / GIS	Annual Transfer - Water Dept contribution to GIS Services	10,000.00	7232	Water
01-3018 Environmental-Storm Water-Catch Basins	Temporary financing, pending Stormwater Fee Study	27,355.00	7232	Water
01-3019 Environmental-Storm Water-Ditches	Temporary financing, pending Stormwater Fee Study	28,000.00	7232	Water
01-3030 Environmental-Source Water Protection	Annual Transfer - to cover operating costs	6,500.00	7232	Water
	Total Transfere from Woder Deserve	215 282 00		
	Total Transfers from Water Reserve	215,383.00		
01_3005 Environmental-Sewer& Water-Common			7231	Sewer
01-3005 Environmental-Sewer&Water-Common 01-1030 General-Asset Management / GIS	Total Transfers from Water Reserve Cost sharing - portion for Sewer Annual Transfer - Sewer Dept contribution to GIS Services	<b>215,383.00</b> 215,293.00 10,000.00	7231 7231	Sewer Sewer

Total Transfers from Water and Sewer Reserves 440,676.00

Total Transfers from Reserves for 2023 Operating Budget 704,602.00

# Schedule F.1

Total Transfers from Municipal Reserves

7232 Water

7232 Water

813,195.00

959,883.00

302,837.00

2,075,915.00

3,816,986.00

**Total Transfers to Sewer** 

Total Transfers to Water 1,262,720.00

Department	Description	Amount	Reserve # Reserve
· · · · · · · · · · · · · · · · · · ·			
	Municipal Services		
01-1010 General-Council	Annual transfer to build up Election Reserve	7,500.00	7312 Election Expense
01-1020 General-Program Support	Annual transfer for capital initiatives	1,104,104.00	7210 Working Capital
01-1020 General-Program Support	2023 land sale proceeds	299,600.00	7270 Land Sale Proceeds
01-2010 Protection-Common Fire	Annual transfer of \$50,000 shared by Fire Station	16,666.00	7222 Fire Station - Chesley
01-2010 Protection-Common Fire	Annual transfer of \$50,000 shared by Fire Station	16,667.00	7224 Fire Station - Paisley
01-2010 Protection-Common Fire	Annual transfer of \$50,000 shared by Fire Station	16,667.00	7226 Fire Station - Tara
01-2012 Protection-Chesley Fire	MVA net cost recovery for specialized rescue equipment	2,500.00	7228 Fire Station - Chesley/Chatsworth
01-2012 Protection-Chesley Fire	Annual transfer for boot allowance	2,000.00	7228 Fire Station - Chesley/Chatsworth
01-2012 Protection-Chesley Fire	Annual transfer of the Bell Mobility lease payment	9,500.00	7223 Fire Station - Chesley Bell Mobility
01-2014 Protection-Paisley Fire	Annual transfer of 50% of Brockton service agreement	32,494.00	7224 Fire Station - Paisley
01-2014 Protection-Paisley Fire	Annual transfer of 50% of Kincardine service agreement	30,689.00	7224 Fire Station - Paisley
01-2014 Protection-Paisley Fire	Annual transfer of the Bell Mobility lease payment	9,500.00	7225 Fire Station - Paisley Bell Mobility
01-2014 Protection-Paisley Fire	Annual transfer for boot allowance	2,000.00	7224 Fire Station - Paisley
01-2016 Protection-Tara Fire	Annual transfer of the Bell Mobility lease payment	9,500.00	7227 Fire Station - Tara Bell Mobility
01-2016 Protection-Tara Fire	Annual transfer for boot allowance	2,000.00	7226 Fire Station - Tara
01-2041 Protection-Animal Control	New reserve - departmental surplus allocation	2,448.00	7321 Animal Control
01-2514 Transportation-Roads-Bridges	Annual transfer to reserve	120,000.00	8
01-4000 Health-Physician Recruitment	To replenish reserve for over expenditure	7,888.00	
01-4002 Health-Clinic-Chesley	Annual transfer - departmental surplus allocation	16,049.00	7242 Chesley Clinic
01-4004 Health-Clinic-Paisley	Annual transfer - departmental surplus allocation	4,569.00	7241 Paisley Clinic
01-5612 Rec/Cult-Facilities-Chesley Trailer Park	Annual transfer - departmental surplus allocation	18,867.00	7257 Chesley Trailer Park
01-5715 Rec/Cult-Facilities-Lease-Paisley LCBO	New reserve - departmental surplus allocation	9,863.00	7259 Recreation - Buildings
	Total Transfers to Reserves for Municipal Purposes	1,741,071.00	-
	Water and Sewer Services		
01-3012 Environmental-Sewage-Chesley	Annual transfer - departmental surplus allocation	428,062.00	7231 Sewer
01-3015 Environmental-Sewage-Paisley	Annual transfer - departmental surplus allocation	119,397.00	7231 Sewer
01-3017 Environmental-Sewage-Tara	Annual transfer - departmental surplus allocation	265,736.00	7231 Sewer

Annual transfer - departmental surplus allocation

Annual transfer - departmental surplus allocation

Total Transfers to Reserves for Water and Sewer Purposes

Total Transfers to Reserves for 2023 Operating Budget

01-3032 Environmental-Water-Chesley/Paisley

01-3036 Environmental-Water-Tara

#### Schedule F.2 Summary of Transfers to Reserves from Operations

#### Schedule F.3 Summary of Transfers from Reserves for Capital

**Capital Project** 2023 New Reserves Reserve # Municipal Services 7281/2152 - Landfill - Arran 21-ENVS-0001 BLDG-Arran Landfill-Weigh Scales Building 180,000.00 21-GENG-0001 BLDG-Municipal Office Basement Renovations 7212/2112 Municipal Buildings 50,000.00 21-TRAN-0001 BRIDGES-A13 Clark Bridge Guiderail 7264/2122 Bridges 122.00 22-FIRE-0004 BLDG-Paislev Fire Hall Construction 7270/2110 Land Sales 250,000.00 22-GENG-0002 EQUIP-CRP, Maintenance Manager, Route Patrol 7210/2101 Working Capital 15.844.00 22-TRAN-0005 ROADS-Sidewalks 7266/2124 Roads 320.998.00 22-TRAN-0007 ROADS - Teeswater Bridge, Paisley - Approaches and Roadway 7264/2122 Bridges 392,024.00 23-FIRE-0002 EQUIP-E Hydraulic Ram for Auto Extrication 7224/2116 Fire Station - Paisley 15,000.00 23-FIRE-0003 FLEET-Fire Chief Command/Response Unit 7222/2117 Fire Station - Chesley 14.234.00 23-FIRE-0003 FLEET-Fire Chief Command/Response Unit 7224/2116 Fire Station - Paisley 21,667.00 23-FIRE-0003 FLEET-Fire Chief Command/Response Unit 7226/2118 Fire Station - Tara 21,667.00 23-FIRE-0004 BLDG-Live Fire/Skills Deveopment Training Ground 7314/2107 OPG Reserve, in support of training 10,000.00 23-FIRE-0008 EQUIP-Recruit Bunker Gear 7224/2116 Fire Station - Paisley -6 sets 6,000.00 23-FIRE-0008 EQUIP-Recruit Bunker Gear 7226/2118 Fire Station - Tara - 4 sets 4,000.00 23-FIRE-0011 EQUIP-Chesley Tara SCBA Replacement (SRFIRE.22.11) 7222/2117 Fire Station - Chesley 90,677.00 23-FIRE-0011 EQUIP-Chesley Tara SCBA Replacement (SRFIRE.22.11) 7224/2116 Fire Station - Paisley 13,646.00 23-FIRE-0011 EQUIP-Chesley Tara SCBA Replacement (SRFIRE.22.11) 7226/2118 Fire Station - Tara 142,792.00 23-GENG-0007 EQUIP-IT Replacement Plan-staff computers 7211/2104 Office Equipment 10,500.00 23-GENG-0008 EQUIP-IT Network Setup-Arena's and Fire Stations 7210/2101 Working Capital 12,000.00 10,000.00 23-HLTH-0002 LAND/IMP-Fence Work for Tara Cemetery 7212/2112 Building 23-HLTH-0003 LAND-Land Purchase to expand Tara Cemetery 7210/2101 Working Capital 152,000.00 23-HLTH-0004 BLDG-Columbarium-Wing Wall Extension Chesley Cemetery 7212/2112 Building 32,300.00 23-RECC-0015 BLDG-Paisley Arena Floor Replacement 7254/2181 Arena/Community Centre 50,000.00 23-RECC-0016 BLDG-Tara Arena Floor Replacement 7254/2181 Arena/Community Centre 50,000.00 23-RECC-0018 BLDG/COMP-Tara Arena Chiller Replacement 7254/2181 Arena/Community Centres 35,000.00 23-RECC-0021 BLDG-Accessibility Upgrades to Chesley Pool House 7212/2112 Buildinas 10,000.00 7212/2112 Building 23-RECC-0022 BLDG-Tara Pool Accessibility Upgrades 10,000.00 23-RECC-0024 PARKS-Tara Park Pole Replacement 7250/2177 Recreation 4,500.00 23-RECC-0025 PARKS-Dr. Milne Park Pavilion Rehabilitation 7250/2177 Recreation 4,000.00 23-RECC-0026 EQUIP-RW17 Mower Attachment 7250/2177 Recreation 4,500.00 23-RECC-0029 EQUIP-Tara Arena Floor Scrubber 7254/2181 Arena/Community Centres 6,500.00 23-RECC-0030 EQUIP-Paisley Arena Floor Scrubber 7254/2181 Arena/Community Centres 6,500.00 23-RECC-0031 EQUIP-Cheslev Electronic Sian Replacement 7212/2112 Municipal Buildings 9,500.00 23-RECC-0037 BLDG-Paisley Library Renovation 7212/2112 Municipal Buildings 150,000.00 23-TRAN-0015 ROADS-Brant Elderslie Boundary (Brockton) 7266/2124 Roads 50,000.00 23-TRAN-0016 ROADS-Other White Ave, Library, Tara parking lot 7266/2124 Roads 15,000.00 23-TRAN-0017 HVY/EQUIP- Sweeper Truck 7266/2124 Roads 425,000.00 23-TRAN-0018 HVY/EQUIP (A)- Utility trailer for Lawnmower 7266/2124 Roads 6,000.00 23-TRAN-0019 FLEET-(E)-Pick-up 7266/2124 Roads 58,000.00

Capital Project	Reserve #	2023 New Reserves
23-TRAN-0023 ROADS-(C)- Industrial Park Road	7266/2124 Roads	80,100.00
23-TRAN-0024 ROADS-(AE)-Elderslie - Arran TL, Micro Bruce Rd 3 to Sdrd 10	7266/2124 Roads	217,300.00
23-TRAN-0025 ROADS-(E)- Con 10 Elderslie, Micro Bruce Rd 3 to Sdrd 5	7266/2124 Roads	126,000.00
23-TRAN-0028 ROADS-(P)- Albert St. Pave from Balaklava to Arnaud	7266/2124 Roads	26,800.00
23-TRAN-0029 BRIDGE/CULVERT-(E) - Con 6 Elderslie, east of Lockerby Bridge	7264/2122 Bridges	50,000.00
23-TRAN-0030 BRIDGE-(P)- P1 Ross St Bridge	7264/2122 Bridges	128,000.00
23-WSST-0004 STORM-(T) - North Ave, Maria east to Middleton Drain	7266/2124 Roads	90,000.00
		3,378,171.00

Water, Sewer and Stormwater Services 21-WSSE-0001 EQUIP-SEWER-P-RAS Pumps 7231/2131 Sewer 5,000.00 4,000.00 21-WSSE-0003 Chesley Sewer pumps 7231/2131 Sewer 21-WSSE-0006 BLDG-SEWER-P-Coverall Building Structure 7231/2131 Sewer 240,573.00 22-WSSE-0007 SEWER (P) - Treatment Plant, Natural Gas and Renovations 7231/2131 Sewer 25,000.00 23-WSSE-0015 MAINS-SEWER-(P)-Mill Drive SewerMain 7231/2131 Sewer 100,000.00 23-WSSE-0016 BLDG/COMP-SEWER-(P)-Ross St Pumping Station-Check Valves 7231/2131 Sewer 9,000.00 23-WSSE-0017 BLDG-SEWER-(P)-Pump station roofs (Albertt/Ross) and Mill Drive 7231/2131 Sewer 20,000.00 23-WSSE-0018 MANHOLES-SEWER-(C)-Manholes Martha Ave 7231/2131 Sewer 25,000.00 23-WSSE-0019 BLDG-SEWER-(C)-Blower room roof @ Lagoons 7231/2131 Sewer 7,500.00 23-WSSE-0020 EQUIP-SEWER (P)-Natural Gas Generator 7231/2131 Sewer 75,000.00 23-WSSE-0021 EQUIP-SEWER-(T) Mill Street L.S. Pump#2 Replace 7231/2131 Sewer 24,000.00 23-WSSE-0023 MAINS-SEWER (P)-Queen Street, Paisley, Bridge to Church, 140m 7231/2131 Sewer 229,500.00 22-FIRE-0004 BLDG-Paisley Fire Hall Construction 7231/2131 Sewer 30,000.00 **Total Transfers from Sewer Reserve for New Capital Requests** 794,573.00 21-WSWA-0003 WELL-Chesley Community Park Well #1 7232/2136 Water 33,000.00 22-WSWA-0010 BLDG/COMP-WATER - AE WTP - Gaskets and Dialers 7232/2136 Water 1,000.00 22-WSWA-0011 BLDG/COMP-WATER (T) - WTP, Dialers 1,000.00 7232/2136 Water 22-WSWA-0012 MAINS-WATER T - Hamilton St. Watermain, Dead end to John St. 572,940.00 7232/2136 Water 23-WSWA-0018 EQUIP-WATER-(AE) - Data Loggers @ AE Water Plant for back-up 7232/2136 Water 20,000.00 23-WSWA-0019 EQUIP-WATER-(T)- Data loggers @ Tara Water wells 7232/2136 Water 20,000.00 23-WSWA-0020 BLDG-WATER-(T)- Roofs replacment @ Well 2 & 3 7232/2136 Water 10,000.00 23-WSWA-0021 MAINS-WATER-(P) Queen Street, Paisley, Bridge to Church 7232/2136 Water 314,100.00 23-WSWA-0022 WATER (T) -Francis St Watermains 7232/2136 Water 2,500.00 22-FIRE-0004 BLDG-Paisley Fire Hall Construction 7232/2136 Water 30,000.00 **Total Transfers from Water Reserve for New Capital Requests** 1,004,540.00

1,799,113.00

Total Transfers from Reserves for New Capital Requests 5,177,284.00



The Corporation of the Municipality of Arran-Elderslie

# Staff Report

Council Meeting Date: January 30, 2023

Subject: SRFIN.23.06 Fees and Charges By-Law for 2023

Report from: Tracey Neifer, Treasurer

Appendices: Appendix A – DRAFT 2023 Fees and Charges By-Law

#### **Recommendation**

Be It Resolved that Council hereby,

- 1. Receive the recommended changes to the 2023 Fees and Charges Bylaw as attached as Appendix A; and
- 2. Direct Staff to present the draft 2023 Fees and Charges Bylaw at the Special Council meeting of February 22, 2023.

#### **Report Summary**

The purpose of this report is to advise Council of the proposed changes to the current Fees and Charges By-Law as recommended by Staff.

#### **Background**

Section 391 (1) of the Municipal Act, 2001, as amended, authorizes a municipality to establish a by-law for the purpose of imposing fees or charges on any class of persons,

- a) for services or activities provided or done by or on behalf of it;
- b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- c) for the use of its property including property under its control.

Staff have completed their annual review of the fees & charges imposed by the Municipality and recommended changes are highlighted in this report for Council consideration.

Once approved, the Fees and Charges By-Law for 2023 will replace By-Law No. 44-2022 Fees and Charges By-Law for 2022.

#### <u>Analysis</u>

The Management Team has each reviewed the areas within their scope of Municipal operation and have provided recommended changes to the current fees and charges.

The changes have been assessed based on a few factors:

- $\succ$  Inflation
- ➢ Financial Plans
- Material Cost Increases
- > Comparison with neighbouring Municipalities

**Appendix A** provides a side-by-side comparison of the changes including, dollar and percentage increase. Changes in amount and/or description have been noted in red, and where items are being deleted, they are marked with a strikethrough. The following provides a summary of the significant changes (before HST) associated with each Schedule.

#### Schedule A – Administration Fees

- > Overall, fees have remained the same, with a few exceptions:
- Fees added for Animal Control to allow for recovery of various fees that are incurred.
- > Added Burial permit/death registration fees of \$15.00.
- > Added Fence Viewer Charge of \$85.00 per visit plus mileage.
- > Hourly rate for Information Searches has been increased by \$5.00 to \$35.00.
- Added Septic Compliance Letter and Septic Reinspection Fee of \$87.00 and \$220.00, respectively.
- > Tile Loan Inspection Fee has increase by \$5.00 to \$90.00

#### Schedule B – Licensing Fees

- > No proposed changes to the fees.
- Description referring to failure to vaccinate has been removed as covered under other legislation.

#### Schedule C – Works Service Changes

- ➤ Inflationary increases of 2.20% to 3.75% have been applied to culverts, entranceway permits and 911 signs to better reflect material costs.
- A new fee of \$100.00 has been added for the replacement of 911 sign and post.
- New permit fees have been added for a logging deposit, moving and road occupation, and a road crossing fee.

- The costs for winter salt and sand have had inflationary increases applied, \$10.25 and \$1.19, respectively, plus an additional 5% fee.
- ▶ Hourly rate for the Grader and Street Sweeper has increased \$21.60 to \$137.17.

#### Schedule D – Merchandise

As the cost to purchase blue boxes has increased, a similar fee increase has been added of \$8.85 to reflect \$17.70.

#### Schedule E – Paid Parking

The administration and enforcement of parking passes continues to be a timeconsuming task. The proposed increases will assist to offset the costs associated with parking passes. The municipal lots in Chesley and Paisley have increased an average of 24.13%

The Riverside Park lot in Chesley has the most parking spaces available and the cost for a parking pass remains relatively low to encourage more residents to utilize that area. This will keep residential parking off of the streets and allow the main street parking to be open for visitors and residents to shop. A new annual fee has been included for \$235.00 plus HST, and the Winter fee has been increased from \$35.40 to \$100.00.

#### Schedule F – Planning Fees

Any necessary changes will require a public meeting be held under the Planning Act. A review will be undertaken in 2023, and appropriate meetings held determine to if any further changes are warranted.

#### Schedule G – Cemetery Fees

No changes have been proposed for 2023. Staff recommend a comprehensive review of the current cemetery fee structure in 2023 as initial investigation has noted some below average pricing for some of the land and service fees.

Any changes to the Care and Maintenance Fees require the approval from the Bereavement Authority of Ontario who is responsible for the governance of the Municipality's cemetery operator's license.

The Clerk will be preparing these changes this spring.

#### Schedule H – Solid Waste – Landfill

Changes have been made to the fees for landfill services due to inflation, along with a review of other neighbouring municipalities.

- The minimum charge for the landfill (\$10.00) is among one of the lowest in Bruce County. This cost also helps to offset the cost associated with providing a debit payment at the landfill.
- The Garbage Pick-Up Local Improvements charge covers the cost of providing curbside pickup to residents. This is charged annually to residents on their property tax bill. Multi-unit residents and businesses that put out greater than two bags each week are charged additional fees to cover the increased volume. The contracted service for garbage pickup is expected to increase in 2023, and as a result, staff have recommended that the local improvement charge be increased by \$15.00 to \$110.00.
- Bag tag fees have also increased from \$3.00 to \$3.50 for Households and \$2.85 to \$3.25 for resellers.
- A new fee for litter or garbage clean up on municipal property has been added for \$241.00
- > Other minimal changes are noted on the schedule.

#### Schedule I – Recreation Rental Fees

For recreational rental fees a few updates have been made to the descriptions and inflationary increases of 2% to 3% have been added to a few areas:

- Billboard rentals
- > Table wrap.
- > Staff rates per hour.
- Ice fee rentals.
- > Pool rentals and swimming lessons.
- > Summer day camp fees.

#### Schedule J – Trailer Park

An inflationary increase of 3% has been added to the Trailer Park fees.

#### Schedule K – Fire Department Fees

In 2022 several new fees were added to the Fire fees schedule. In review of changes required for 2023, the following amendments have been made:

- > The hourly rate applied has changed from \$65 to \$75.
- Annually in October/November the MTO rate is adjusted. The rate has changed from \$509.89 to \$543.03.
- In consultation with Fire Marque, the terminology under Incident Response has been updated to reflect "Indemnification Technology" as required for Fire Marque to pursue collection of fees through the property owner's insurance policy.
- > The fee to provide security on scene has increased from \$750 to \$1,000.

The following chart has been provided to summarize the various billing scenarios and what the outcome of the cost-recovery would look like. Based on past discussions with Council, it is understood that cost-recovery measures will be to the extent of a property owner's insurance policy, which is what Fire Marque will pursue. Clarification under Scenario 2 is required where a property owner chooses not to file an insurance claim even though funds are available to them through their current policy. These situations may be rare, but Council's direction should be clear, whether staff are to take any action.

Fire Incident Response Billing Scenarios Cost-Recovery with Fire Marque							
Scenario	o Description	Cost Incurred	Insurance Policy	Cost- recovery			
	1 Property owner files a claim with their Insurance Company	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00			
	2 Property owner chooses <b>NOT</b> to file a claim with their Insurance Company	\$ 15,000.00	\$ 5,000.00	\$-			
	3 Property owner files a claim with their Insurance Company	\$ 3,000.00	\$ 5,000.00	\$3,000.00			
**	The agreement with Fire Marque coverage under a property owner that a claim is made. Should a pr claim, then Fire Marque does not	ers insurance roperty owne	policy to the r choose NC	e extent			
	In these circumstances, Council h 1. Write off the costs incurred (\$15 2. Submit an invoice to the prope under the insurance policy (\$5,00 3. Submit an invoice to the prope (\$15,000).	5,000), rty owner for 0),	the amount				

#### Schedule L – Water and Sewer

The Water and Sewer Department Fees are driven by the associated Financial Plans for Water, Sewer and Common Operations covering the period 2021-2026. For the most part, the changes are reflective of the rates established within those documents however, a few ad-hoc adjustments were made based on current material and service cost trends.

The Financial Plans provide for the following changes:

Financial Plans For the years 2021-2026 Approved % Annual Increases											
Plan	2023	2024	2025	2026							
Sewer	3%	3%	3%	3%							
Water	1%	2%	2%	3%							
Common	1%	2%	2%	3%							

The collection of HST on Bulk Water sales has been removed, in consultation with the Municipality's auditors, after receiving a customer inquiry.

New fees were added to reflect water and sewer services provided to a property owner of the Municipality of Brockton.

#### Schedule M – Paisley Museum

> No proposed changes

#### Schedule N – Building Permit Fees

Any changes made to the Building Permit Fee Structure require a public meeting process. Necessary changes were addressed in 2021 and a review will be undertaken in 2023 to determine if any further changes are warranted.

#### Link to Strategic/Master Plan

- Strategic Plan 6.1 Protecting Infrastructure, Recreation and Natural Assets; 6.4 Leading Financial Management
- Recreation Master Plan
- Fire Master Plan
- Water Financial Plan 2021-2026
- Sewer Financial Plan 2021-2026

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

The financial impacts of the proposed changes to the fees and charges have been considered during the operating budget revenue considerations for the respective departments.

Other financial considerations including percentage increases and justification are provided throughout this report and on the attached schedules showing 2022-2023 comparison.

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## **Schedule A - Administration Fees**

Interest will be charged at 2% per month after 30 days from the date the fee was incurred. Unpaid accounts will be sent to collections after 90 days.

The Municipality reserves the right to respond to any certificate request after being given a 48 hour notice period. Any response required to a certificate request within 48 hours of notice being given shall be subject to a fee of exactly double the applicable fee.

In the event of a billing error on behalf of the Municipality, the Municipality reserves the right to limit the recourse to a maximum of three years from when the error occurred.

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
<b>Animal Control</b> Animal Reclaim & Administration Fee - per animal plus shelter fees	\$95.00	\$12.35	\$107.35	New		
Animal Shelter Fees - actual costs charged to the Municipality by shelter plus animal reclaim and administration fee	Actual Costs	Applicable to Actual Costs	Actual Costs plus HST			
Animal Removal & Seizure - including, but not limited to investigation, vet, transportation, holding, fee etc.	Actual Costs	Applicable to Actual Costs	Actual Costs plus HST			
Burial Permit/Death Registration	15.00	Exempt	\$15.00	New		
Certification of Any Document such as Commissioning or Swearing a previously prepared affidavit - does not include Photocopying	8.85	\$1.15	\$10.00	8.85	-	0.00%
Faxes (sending or receiving) - First Page - Each Additional Page	\$2.21 \$1.11	\$0.29 \$0.14	\$2.50 \$1.25	\$2.21 \$1.11	-	0.00% 0.00%
Fence View Charge - per visit - plus Municipal Mileage Rate	\$85.00 plus mileage	Exempt	\$85.00 plus mileage	New		
Freedom of Information Request	\$5.00	Exempt	\$5.00	\$5.00	-	0.00%
Information Search Fee - Per Hour Information Search Fee for Records 6 years and older	<b>\$35.00</b> \$100.00	<mark>Exempt</mark> Exempt	<b>\$35.00</b> \$100.00	\$30.00 \$100.00	5.00 -	16.67% 0.00%
NSF Cheque Fee	\$40.00	Exempt	\$40.00	\$40.00	-	0.00%
Parking Ticket Administration Fee	\$30.97	\$4.03	\$35.00	\$30.97	-	0.00%
Photocopies (each) - Minimum Charge \$1.00	\$0.49	\$0.06	\$0.55	\$0.49	-	0.00%
Septic Compliance Letter Septic Reinspection Fee	\$87.00 \$220.00	Exempt Exempt	\$87.00 \$220.00	New New		
Tax Certificate - Within 48 Hours	\$50.00 \$75.00	Exempt Exempt	\$50.00 \$75.00	\$50.00 \$75.00	-	0.00% 0.00%

# Schedule A - Administration Fees

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Tax Confirmation (Account History) - Information on site - Per Year Researched Information archived - Per Year Researched Minimum charge \$20.00 File Retrieval Fee for Records Over 6 Years Old	\$5.00 \$5.00 \$100.00	Exempt Exempt Exempt	\$5.00	\$5.00 \$5.00 \$100.00	-	0.00% 0.00% 0.00%
Tile Loan Inspection Fee	\$90.00	Exempt	\$90.00	\$85.00	5.00	5.88%
Zoning Compliance Confirmation - Residential - Commercial/Industrial/Institutional - Farm (With Nutrient Management) If Required in Less Than 48 Hours, Additional	\$87.00 \$150.00 \$220.00 \$170.00	Exempt Exempt Exempt Exempt	\$150.00 \$220.00	\$87.00 \$150.00 \$220.00 \$170.00	- - -	0.00% 0.00% 0.00% 0.00%

# Schedule B - Licensing Fees DESCRIPTION FEE HST TOTAL

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Dog and Kennel Licensing Fees						
Neutered or Spayed Dog from January 1st to March 31st	\$15.00	Exempt	\$15.00	\$15.00	-	0.00%
Neutered or Spayed Dog from April 1st to December 31st	\$25.00	Exempt	\$25.00	\$25.00	-	0.00%
New to Municipality Neutered or Spayed Dog - April 1 to October 31	\$15.00	Exempt	\$15.00	\$15.00	-	0.00%
New to Municipality Neutered or Spayed Dog - November 1 to December 31. This pays fee for following year.	\$15.00	Exempt	\$15.00	\$15.00	-	0.00%
Kennel License For More Than 3 Dogs Commercial Breeding Kennel - New Commercial Breeding Kennel - Renewal Commercial Boarding Kennel - New Commercial Boarding Kennel - Renewal Hobby/Hunting Kennel - New Hobby/Hunting Kennel - Renewal	\$350.00 \$175.00 \$350.00 \$175.00 \$350.00 \$175.00	Exempt Exempt Exempt Exempt Exempt Exempt	\$175.00 \$350.00 \$175.00 \$350.00 \$175.00	\$350.00 \$175.00 \$350.00 \$175.00 \$350.00 \$175.00		0.00% 0.00% 0.00% 0.00% 0.00%
Replacement Tags	\$5.00	Exempt	\$5.00	\$5.00	-	0.00%
Failure to register will result in \$50.00 administration fee ad Failure to vaccinate fine of \$105.00 for each unvaccinate under Reg. 567 Rabies immunization under the HPPA						
Lottery Licenses						
Lottery Licenses - 3% of Prize Value, Minimum	\$10.00	Exempt	\$10.00	\$10.00	-	0.00%
Break Open Tickets - 3% of Prize Value, Minimum	\$12.00	Exempt	\$12.00	\$12.00		0.00%
Hawkers and Peddlers (Per Calendar Year or Part)	\$113.55	Exempt	\$113.55	\$113.55	-	0.00%

#### Other Licenses

1110111di Oloop Home Elcence ree \$7.50.00 Exempt \$7.50.00 \$7.50.00 - 0.007	Informal Group Home Licence Fee	\$750.00	Exempt	\$750.00	\$750.00	-	0.00%
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# Schedule C - Works Service Charges

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase		
Entrance Permits & Culverts								
<del>Culvert - Regular 16" to 20" x 30' Culvert &amp;</del> Aggregate Included, to be Installed by Staff <del>(Permit Included in Fee, HST Exempt) - any</del> excess charges will be refunded	<del>\$1,900.00</del>	<del>\$247.00</del>	<del>\$2,147.00</del>	<del>\$1,900.00</del>		<del>0.00%</del>		
Culvert - Standard Culvert 16" to <mark>18</mark> " diameter. Plastic includes coupler	\$106.20 per metre	\$13.81	\$120.01 per metre	\$104.00 per metre	2.20	2.12%		
Culvert - Oversized Culvert - List price per metre from supplier	Actual Cost	Applicable to Actual Costs	Actual cost	\$91.80 per metre				
Entranceway Permit 911 Number - Location and Sign 911 <mark>Sign and Post Replacement</mark>	\$68.00 \$68.00 \$100.00	Exempt Exempt Exempt	\$68.00 \$68.00 \$100.00	\$65.54 \$65.54 <mark>New</mark>	2.46 2.46	3.75% 3.75%		
Entranceway without Permit	\$100.00	Exempt	\$100.00	\$97.85	2.15	2.20%		
Other Fees		-						
Permit - Logging - Deposit	\$5,000.00	Exempt	\$5,000.00	New				
Permit - Moving; municipal roads only	\$175.00	Exempt	\$175.00	New				
Permit - Road Occupation	\$175.00	Exempt	\$175.00	New				
Refundable Road Cut Deposit (certified cheque)	\$1,500.00	Exempt	\$1,500.00	\$1,160.81	339.19	29.22%		
Road Crossing Fee	\$235.00	Exempt	\$235.00	New				
Sale of Salt per Cubic Tonne Increase actual cost for salt and trucking plus 5%	\$87.50	\$11.38	\$98.88	\$77.25	10.25	13.27%		
Sale of Winter Sand, per Cubic Tonne, with salt, <mark>plus 5%</mark>	\$18.00	\$2.34	\$20.34	\$16.81	1.19	7.08%		
Grading, Per Hour Including Operator and Machine	\$137.17	\$17.83	\$155.00	\$115.57	21.60	18.69%		
Street Sweeper, Per Hour Including Operator and Machine	\$137.17	\$17.83	\$155.00	\$115.57	21.60	18.69%		

# Schedule D - Merchandise

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Blue Boxes	\$17.70	\$2.30	\$20.00	\$8.85	8.85	100.00%
Pins - Unless for Promotional Purposes	\$1.99	\$0.26	\$2.25	\$1.99	-	0.00%
Bruce County 911 Books	\$8.14	\$1.06	\$9.20	\$8.14	-	0.00%
History Books	\$4.42	\$0.58	\$5.00	\$4.42	-	0.00%
Big Bruce T-Shirts	\$17.70	\$2.30	\$20.00	\$17.70	-	0.00%

# Schedule E - Paid Parking Fees

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Chesley - Municipal Lot #6 Paisley - Arena #5 & Post Office #5 Paisley - Yonge St. N #4						
Overnight Parking	\$11.00	\$1.43	\$12.43	\$8.85	2.15	24.29%
Weekly	\$27.50	\$3.58	\$31.08	\$22.13	5.37	24.27%
Monthly	\$55.00	\$7.15	\$62.15	\$44.24	10.76	24.31%
Winter - November 1st to March 31st By Parking By-law	\$170.00	\$22.10	\$192.10	\$137.17	32.83	23.93%
Annual	\$400.00	\$52.00	\$452.00	\$323.01	76.99	23.84%
Chesley Riverside Park #28						
Overnight Parking	Free	\$0.00	\$0.00	Free		
Weekly	Free	\$0.00	\$0.00	Free		
Monthly	\$28.00	\$3.64	\$31.64	\$13.27	14.73	111.00%
Winter - November 1st to March 31st By Parking By-law	\$100.00	\$13.00	\$113.00	\$35.40	64.60	182.49%
Annual	\$235.00	\$30.55	\$265.55	New		
Other Parking Related Fees						
Impound - Daily Storage Fee	\$18.85	\$2.45	\$21.30	\$8.85	10.00	112.99%
Towing Charges - Cost + 15% Administro	tion + Applicable Ta	xes			I	

# Schedule F - Planning Fees

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Cash in Lieu of Parking This may be required in accordance with the Planning Act, R.S.O. 1990, c. P.13, as amended)	Confirmation from the Clerk is Required	Exempt		Confirmation from the Clerk is Required		
Parkland Dedication - Residential Severance Application	\$500.00	Exempt	\$500.00	\$500.00	-	0.00%
Agreements						
Development Agreement - Applicant responsible for registration, title search and any legal costs	\$500.00	Exempt	\$500.00	\$500.00	-	0.00%
Encroachment Agreement - Application per Agreement Applicant also responsible for Registration, Title Search and any Legal Costs	\$500.00	Exempt	\$500.00	\$500.00	-	0.00%
Release of Subdivision Agreement -full or partial	\$500.00	Exempt	\$500.00	\$500.00	-	0.00%
Site Plan Control - Applicant responsible for registration, title search and any legal costs	\$500.00	Exempt	\$500.00	\$500.00	-	0.00%
Temporary Use Agreement	\$500.00	Exempt	\$500.00	\$500.00	-	0.00%

# Schedule G - Cemetery Fees

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Single Grave	¢ 450.00	¢ = 0 = 0	¢ 500 50	¢ 450.00		0.000
Land	\$450.00	\$58.50	\$508.50	\$450.00	-	0.00%
Care and Maintenance (40% of total) Total Per Grave	\$300.00 \$750.00	\$39.00 \$97.50	\$339.00 \$847.50	\$300.00 \$750.00	-	0.00%
<u>Columbarium - Lower Two Rows</u> Niche (Includes 1st Opening & Closing	\$1,000.00	\$130.00	\$1,130.00	\$1,000.00		0.00%
Care and Maintenance (15% of total)	\$177.00	\$23.01	\$200.01	\$1,000.00	-	0.00%
Total	\$1,177.00	\$153.01	\$1,330.01	\$1,177.00	_	0.0070
Columbarium - Upper Four Rows						
Niche (Includes 1st Opening & Closing	\$1,200.00	\$156.00	\$1,356.00	\$1,200.00	-	0.00%
Care and Maintenance (15% of total)	\$212.00	\$27.56	\$239.56	\$212.00	-	0.00%
Total	\$1,412.00	\$183.56	\$1,595.56	\$1,412.00		
Columbarium - Engraving						
Niche Door Engraving	\$350.00	\$45.50	\$395.50	\$350.00	-	0.00%
(Second date of death not included)						
<u>Interments</u> Mon to Fri 7 am to 4 pm						
- Adult	\$550.00	\$71.50	\$621.50	\$550.00	_	0.00%
- Child	\$250.00	\$32.50	\$282.50	\$250.00	-	0.00%
- Cremation	\$250.00	\$32.50	\$282.50	\$250.00	-	0.00%
- Double Cremation Vault	\$375.00	\$48.75	\$423.75	\$375.00	-	0.00%
- Columbarium (2nd Niche Opening Only)	\$150.00	\$19.50	\$169.50	\$150.00	-	0.00%
- Full Burial With Cremation Burial	\$600.00	\$78.00	\$678.00	\$600.00	-	0.00%
Disinterment Columbarium (Replace Door)	\$125.00	\$16.25	\$141.25	\$125.00	-	0.00%
Additional After Hour Charges						
Full Burial Mon to Fri after 4 pm - Additional	\$275.00	\$35.75	\$310.75	\$275.00	-	0.00%
Full Burial Sat by 12 noon - Additional Cremation Mon to Fri after 4 pm - Additional	\$350.00	\$45.50	\$395.50	\$350.00	-	0.00%
Cremation Mon to Fil after 4 pm - Additional Cremation Sat by 12 noon - Additional	\$125.00 \$187.50	\$16.25 \$24.38	\$141.25 \$211.88	\$125.00 \$187.50	-	0.00% 0.00%
Columbarium Mon to Fri after 4 pm - Additional	\$75.00	\$9.75	\$84.75	\$75.00	-	0.00%
Columbarium Sat by 12 noon - Additional	\$112.50	\$14.63	\$127.13	\$112.50	-	0.00%
Columbarium Winter Burial - Additional	\$75.00	\$9.75	\$84.75	\$75.00	-	0.00%
Cremation Garden (Hillcrest Only)						
Land	\$120.00	\$15.60	\$135.60	\$120.00	-	0.00%
Care and Maintenance	\$175.00	\$22.75	\$197.75	\$175.00	-	0.00%
Opening	\$250.00	\$32.50	\$282.50	\$250.00	-	0.00%
Engraving	\$350.00	\$45.50	\$395.50	\$350.00	-	0.00%
Total Per	\$895.00	\$116.35	\$1,011.35	\$895.00		
Disinterment of Regular Burial	\$1,000.00	\$130.00	\$1,130.00	\$1,000.00	-	0.00%
Disinterment of Cremated Remains	\$500.00	\$65.00	\$565.00	\$500.00	-	0.00%
Lowering Device & Greens Rental	\$100.00	\$13.00	\$113.00	\$100.00	-	0.00%
#### **Schedule G - Cemetery Fees** % Increase Applied DESCRIPTION FEE HST TOTAL 2022 Fee Increase <u>Mortuary Fees</u> Mortuary Storage Fee Burial in Arran-Elderslie \$100.00 \$13.00 \$113.00 \$100.00 0.00% -Mortuary Storage Fee Burial Elswhere \$180.00 . \$23.40 \$203.40 \$180.00 -0.00% Monument Fees \$113.00 \$13.00 \$100.00 \$100.00 0.00% Flat -Upright Under 4 Feet \$226.00 \$26.00 0.00% \$200.00 \$200.00 \_ Upright Over 4 Feet \$52.00 \$452.00 \$400.00 \$400.00 \_ 0.00% Administration Fees \$75.00 Transfer of Ownership \$9.75 \$84.75 \$75.00 -0.00% Municipal Burial Permit Fee Exempt \$10.00 0.00% \$10.00 \$10.00 -(Death Occurs Outside of Municipality)

# Schedule H - Solid Waste/Landfill Fees

The Municipality has an agreement in place with Ontario Electronic Stewardship whereby they dispose of the e-waste at no charge (By-Law 62-09). Should this arrangement change, the Municipality reserves the right to use the published fee grid and review at such time for appropriateness of the fee structure. A similar arrangement exists with respect to used tires, with the Ontario Tire Stewardship.

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Asbestos - Digging and Burial	\$220.00	Exempt	\$220.00	\$215.00	5.00	2.33%
Demolition Material - not cleaned or sorted Per tonne (\$.232/kg)	\$232.00	Exempt	\$232.00	\$224.00	8.00	3.57%
Domestic –per Bag Tag Households Resellers	\$3.50 \$3.25	Exempt Exempt	\$3.50 \$3.25	\$3.00 \$2.85	0.50 0.40	16.67% 14.04%
Garbage Pick Up- Local Improvements	\$110.00	Exempt	\$110.00	\$95.00	15.00	15.79%
Landfill Opening -Outside Regular Operating Hours -Plus Hourly Operator Rate -Plus Applicable Tipping Fees	\$125.00	Exempt	\$125.00	\$115.00	10.00	8.70%
Landfill Minimum Charge	\$10.00	Exempt	\$10.00	\$10.00	-	0.00%
Litter or Garbage Cleaned up on Municipal Property from littering (Open Landfill & Refuse 1 tonne minimum charge )	\$241.00	Exempt	\$241.00	New		
Non-payment of Tipping Fees	\$29.00	Exempt	\$29.00	\$28.00	1.00	3.57%
Mattress ( All Sizes)	\$18.00	Exempt	\$18.00	\$17.00	1.00	5.88%
Refrigerators, Freezers and Air Conditioners -With MOE Tag Attached Indicating No Freon	\$0.00	Exempt	\$0.00	\$0.00	-	
Refrigerators, Freezers and Air Conditioners -Without MOE Tag Attached (May Have Freon) -Per Unit	\$32.00	Exempt	\$32.00	\$30.00	2.00	6.67%
Refuse Garbage - Sorted Tonnage ( <mark>\$.116/kg)</mark>	\$116.00	Exempt	\$116.00	\$112.00	4.00	3.57%
Tires Tires on Rim or Soiled Tires	\$0.00 \$5.00	Exempt Exempt	\$0.00 \$5.00	\$0.00 \$5.00	-	0.00%
Upholstery Furniture per unit	\$11.00	Exempt	\$11.00	\$10.00	1.00	10.00%

## **Schedule I - Recreation Fees**

Cancellation/Refund Policy: In the cases where a contract is signed between the Municipality and the user, the cancellation/refund provisions in the contract will prevail. In all other cases, refunds will not be issued, except where a medical or health-related preclusion can be demonstrated. In those cases, if alternative arrangements cannot be agreed upon, an administration fee of 25% of the full amount will apply and be withheld from any refund.

DESCRIPTION		LICT	TOTAL			%
DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	Increase

#### **Billboard Rental**

Г Г					
\$403.65	\$52.49	\$456.14	\$395.74	7.91	2
\$605.89	\$78.78	\$684.67	\$594.01	11.88	2
\$774.19	\$100.65	\$874.84	\$759.01	15.18	2
\$127.50	\$16.59	\$144.09	\$125.00	2.50	2
\$1,020.00	\$132.61	\$1,152.61	\$1,000.00	20.00	2
\$765.00	\$99.46	\$864.46	\$750.00	15.00	2
\$1,020.00	\$132.61	\$1,152.61	\$1,000.00	20.00	2
	\$605.89 \$774.19 \$127.50 \$1,020.00 \$765.00	\$605.89 \$78.78 \$774.19 \$100.65 \$127.50 \$16.59 \$1,020.00 \$132.61 \$765.00 \$99.46	\$605.89 \$774.19 \$100.65 \$874.84 \$127.50 \$16.59 \$144.09 \$1,020.00 \$132.61 \$765.00 \$99.46 \$864.46	\$605.89\$78.78\$684.67\$594.01\$774.19\$100.65\$874.84\$759.01\$127.50\$16.59\$144.09\$125.00\$1,020.00\$132.61\$1,152.61\$1,000.00\$765.00\$99.46\$864.46\$750.00	\$605.89\$78.78\$684.67\$594.0111.88\$774.19\$100.65\$874.84\$759.0115.18\$127.50\$16.59\$144.09\$125.002.50\$1,020.00\$132.61\$1,152.61\$1,000.0020.00\$765.00\$99.46\$864.46\$750.0015.00

#### Community Guide Advertisement

Business Card Size	\$79.60	\$10.35	\$89.95	\$79.60	-	0.00%
1/4 Page	\$122.12	\$15.88	\$138.00	\$122.12	-	0.00%
1/2 Page	\$159.08	\$20.68	\$179.76	\$159.08	-	0.00%
Full Page	\$265.27	\$34.49	\$299.76	\$265.27	-	0.00%
1/2 Page Colour	\$550.00	\$71.50	\$621.50	\$550.00	-	0.00%

#### **Arena and Facility Rentals**

Arena Floor (Non-Sport Activity) -Per Hour	\$61.95	\$8.05	\$70.00	\$61.95	-	0.00%
Arena Floor <mark>(Sports Activity)</mark> Per Hour (same day booking)	\$35.40	\$4.60	\$40.00	\$35.40	-	0.00%
Arena Floor (i.e. auction) -Three Day Rental	\$1,118.86	\$145.45	\$1,264.31	\$1,118.86	-	0.00%
Arena Floor Set-up Tara - Maximum Capacity 800 Tara Stag & Doe (Arena floor to a max of 500 Paisley - Maximum Capacity 800 Paisley Stag & Doe (Arena floor to a max of 500 Chesley - Maximum Capacity 1000 Chesley Stag & Doe (Arena floor to a max of 500	\$753.21 \$577.38 \$753.31 \$577.38 \$950.18 \$706.39	\$97.90 \$75.04 \$97.91 \$75.04 \$123.50 \$91.83	\$851.11 \$652.42 \$851.22 \$652.42 \$1,073.68 \$798.22	\$753.21 \$577.38 \$753.31 \$577.38 \$950.18 \$706.39		0.00% 0.00% 0.00% 0.00% 0.00%
Arena Space (i.e. Third Party Program Providers) -Per Hour	\$14.55	\$1.90	\$16.45	\$14.55	-	0.00%

# Schedule I - Recreation Fees

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Kitchen Fee Canteen Monthly Rent - Chesley (monthly)	\$61.95	\$8.05	\$70.00	\$61.95	-	0.00%
Canteen Monthly Rent - Paisley (monthly)	\$50.00 \$50.00	\$6.50 \$6.50	\$56.50 \$56.50	\$50.00 \$50.00	-	0.00% 0.00%
Canteen Monthly Rent - Tara (monthly)	\$50.00	\$6.50	\$56.50	\$50.00	-	0.00%
Canteen Monthly Rent - Tara Pavillion (monthly) Canteen Monthly Rent - Tara Pavillion (daily)	\$50.00	\$6.50	\$56.50 \$20.00	\$50.00	-	0.00%
Ball Diamond Food Truck (game nights only,	\$17.70	\$2.30	\$20.00	\$17.70	-	0.00%
contract)	\$17.70	\$2.30	\$20.00	\$17.70	-	0.00%
Community Centres						
Aerial Lift (Rate per Day)	\$265.23	\$34.50	\$299.73	\$265.23	_	0.00%
Transportation for Aerial lift	\$53.05	\$6.90	\$59.95	\$53.05	-	0.00%
<del>Cups</del>						
-7 oz, per sleeve of 100	<del>\$4.56</del>	<del>\$0.59</del>	<del>\$5.15</del>	<del>\$4.56</del>		0.00%
-14 oz, per sleeve of 50 Coffee Lire (officie contal, \$100 deposit required)	\$3.65	<del>\$0.47</del>	\$4.12	<del>\$3.65</del>		0.00%
Coffee Urn (offsite rental, \$100 deposit required)	\$17.70	\$2.30	\$20.00	\$17.70	-	0.00%
Table rental, per (Off Site Only, Wooden	\$8.85	\$1.15	\$10.00	\$8.85	-	0.00%
Chair rental, per (Off Site Only)	\$2.66	\$0.34	\$3.00	\$2.66	-	0.00%
Table wrap						
per full roll	\$38.30	\$4.98	\$43.28	\$37.55	0.75	2.00%
per part roll	\$19.16	\$2.49	\$21.65	\$18.78	0.38	2.00%
Chesley						
Auction Sale (resident one-day)	\$393.71	\$51.18	\$444.89	\$393.71	-	0.00%
Auction Sale (transient/non-resident one-day)	\$747.68	\$97.20	\$844.88	\$747.68	-	0.00%
Board Room (capacity 30)						
AE Non-profit meeting rate	\$53.73	\$6.98	\$60.71	\$53.73	-	0.00%
- up to 4 hours - more than 4 hours (max 8 hours)	\$68.69 \$89.82	\$8.93 \$11.68	\$77.62 \$101.50	\$68.69 \$89.82	-	0.00% 0.00%
Community Contro (concrete 205)					1	
Community Centre (capacity 325) Bar/set up - licensed	\$531.44	\$69.09	\$600.53	\$531.44		0.00%
Unlicensed	\$272.97	\$35.50	\$308.47	\$272.97	-	0.00%
Community Centre - Drop In Rate (Adult/Youth)	\$2.66	\$0.34	\$3.00	\$2.66		0.00%
Community Centre - Drop in Rate (Senior)	\$2.00	\$0.23	\$3.00 \$2.00	\$2.00 \$1.77	-	0.00%
Curling Club (capacity 500)						
Bar/set up - licensed	\$706.39	\$91.83	\$798.22	\$706.39	-	0.00%
Unlicensed	\$521.98	\$67.86	\$589.84	\$521.98	-	0.00%

# Schedule I - Recreation Fees

	DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
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Paisley						
Auction Sale (resident one-day) Auction Sale (transient/non-resident one-day)	\$285.47 \$450.37	\$37.11 \$58.55	\$322.58 \$508.92	\$285.47 \$450.37	-	0.00% 0.00%
Community Centre (capacity 165) Bar/set up - licensed Unlicensed	\$349.80 \$167.88	\$45.47 \$21.82	\$395.27 \$189.70	\$349.80 \$167.88	-	0.00% 0.00%
Community Centre - Drop In Rate (Adult/Youth) Community Centre - Drop in Rate (Senior)	\$2.66 \$1.77	\$0.34 \$0.23	\$3.00 \$2.00	\$2.66 \$1.77	-	0.00% 0.00%
Curling Club (capacity 450) Bar/set up - licensed Unlicensed Lounge (capacity 30)	\$577.38 \$415.39 \$62.79	\$75.06 \$54.00 \$8.16	\$652.44 \$469.39 \$70.95	\$577.38 \$415.39 \$62.79	-	0.00% 0.00% 0.00%
Legion Room - AE Non-Profit Meeting Rate Legion Room (cap 30)- Meetings/Training up to 4 hours Legion Room (cap 30)- Meetings/Training 8 hours max	\$53.74 \$68.64 \$89.82	\$6.99 \$8.92 \$11.68	\$60.73 \$77.56 \$101.50	\$53.74 \$68.64 \$89.82	-	0.00% 0.00% 0.00%

## Tara

Arkwright Hall	\$50.00	\$6.50	\$56.50	\$50.00	-	0.00%
Auction Sale (resident one-day) Auction Sale (transient/non-resident one-day)	\$316.94 \$491.99	\$41.20 \$63.96	\$358.14 \$555.95	\$316.94 \$491.99	-	0.00% 0.00%
Committee Room (capacity 77) Bar/set up - licensed Unlicensed	\$154.12 \$125.81	\$20.04 \$16.36	\$174.16 \$142.17	\$154.12 \$125.81	-	0.00% 0.00%
Community Centre (capacity 210) Bar/set up - licensed Unlicensed Meeting Rate - AE non profit (2 hours) Meeting (Up to 4 Hours , Max 30 People) Meeting (Up to 8 Hours , Max 30 People)	\$382.15 \$198.44 \$53.73 \$68.69 \$89.82	\$49.68 \$25.80 \$6.98 \$8.93 \$11.68	\$431.83 \$224.24 \$60.71 \$77.62 \$101.50	\$382.15 \$198.44 \$53.73 \$68.69 \$89.82	- - - -	0.00% 0.00% 0.00% 0.00%
Community Centre - Drop In Rate (Adult/Youth) Community Centre - Drop in Rate (Senior)	\$2.66 \$1.77	\$0.34 \$0.23	\$3.00 \$2.00	\$2.66 \$1.77	-	0.00% 0.00%
Curling Club (capacity 450) Bar/set up - licensed Unlicensed	\$577.38 \$415.39	\$75.06 \$54.00	\$652.44 \$469.39	\$577.38 \$415.39	-	0.00% 0.00%

# Schedule I - Recreation Fees

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Pavilions						
Chesley, Paisley or Tara (per day) **includes DS Pavilion, but no key	\$52.84	\$6.87	\$59.71	\$52.84	-	0.00%
Kinsmen Pavilion, Chesley (per day, licensed)	\$257.50	\$33.48	\$290.98	\$257.50	-	0.00%
Kinsmen Pavilion, Chesley (per day, unlicensed, with key)	\$105.69	\$13.74	\$119.43	\$105.69	-	0.00%
Kinsmen Pavilion Cleaning Deposit	\$88.50	\$11.51	\$100.01	New		

### **Recreational & Sporting Activities**

Ball Diamond Rentals						
Group-Adult Game or Practice Without Lights With Lights	\$41.98 \$51.27			\$41.98 \$51.27		0.00% 0.00%
Minor Sports Game or Practice -Without Lights	\$28.53	\$3.72	\$32.25	\$28.53	-	0.00%
Tournament - Adult - Per Day (Without Lights) Tournament - Adult - Per Day (With Lights)	\$163.25 \$204.09	\$21.22 \$26.53	\$184.47 \$230.62	\$163.25 \$204.09	-	0.00% 0.00%
Tournament - Youth - Per Day (Without Lights) Tournament - Youth - Per Day (With Lights)	\$96.89 \$114.86	\$12.60 \$14.93	\$109.49 \$129.79	\$96.89 \$114.86	-	0.00% 0.00%
Additional Staff - Rate Per Employee per hour (4 hour minimum charge)	\$36.46	\$4.60	\$41.06	\$35.40	1.06	2.99%

### Ice Fee Rentals (All Arenas)

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Ice Rental, Per Hour						
Prime (5pm-12am, Mon-Fri, weekends)	\$145.04	\$18.86	\$163.90	\$142.20	2.84	2.00%
Non-Prime (8am-5pm, Mon-Fri)	\$85.54	\$11.12	\$96.66	\$83.86	1.68	2.00%
Figure Skating/Broomball	\$99.22	\$12.90	\$112.11	\$97.27	1.95	2.00%
Arran-Elderslie Minor Sports	\$104.70	\$13.61	\$118.31	\$102.65	2.05	2.00%
Out of Town Minor Sports	\$133.69	\$17.38	\$151.07	\$131.07	2.62	2.00%
Grey Bruce Highlanders/TCDMHA	\$120.60	\$15.68	\$136.28	\$118.24	2.36	2.00%
Sponsored Ice Rental	\$64.09	\$8.33	\$72.42	\$62.83	1.26	2.00%
(Hockey tournaments include 1 day use						
of community centre and kitchen)						
Use of Room with Ice Rent(Max 30 People Max	\$23.24	\$3.02	\$26.26	\$22.78	0.46	2.00%
School Skating (9:00am to 3:00pm)	\$37.19	\$4.83	\$42.02	\$36.46	0.73	2.00%
(School rate for schools within Arran-Elderslie)						
Double header Facility Rates:						
Boardroom - AAA Double Headers/Meetings	\$0.00	\$0.00	\$0.00	\$0.00	_	
Boardroom - Max 4 Hours	\$70.06	\$9.11	\$79.17	\$68.69	1.37	2.00%
Hall - Max 4 Hours	\$91.62	\$11.91	\$103.53	\$89.82	1.80	2.00%
	Ψ/1.02	ψ	<b>\$100.00</b>	φ07.02	1.50	2.0070

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# Schedule I - Recreation Fees

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
<del>Damage / Cleaning Deposit (Refundable)</del>	<del>\$50.00</del>	Exempt	<del>\$50.00</del>	<del>\$50.00</del>		<del>0.00%</del>
Sell off ice (booked within week) Same Day Booking Rate	\$90.27 \$44.25	\$11.73 \$5.74	\$102.00 \$49.99	\$90.27 \$44.25	-	0.00% 0.00%
Early Ice (prior to Thanksgiving, where Prime (5pm-12am, Mon-Fri, weekends) Non-Prime (8am-5pm, Mon-Fri) -Arran-Elderslie Minor Sports Out of Town Minor Sports Grey Bruce Highlanders/TCDMHA	\$185.93 \$140.37 <del>\$118.24</del> \$149.47 <del>\$118.24</del>	\$24.17 \$18.27 <del>\$15.37</del> \$19.43 <del>\$15.37</del>	\$210.10 \$158.64 <del>\$133.61</del> \$168.90 <del>\$133.61</del>	\$182.28 \$137.62 <del>\$118.24</del> \$149.47 <del>\$118.24</del>	3.65 2.75 	2.00% 2.00% 0.00% 0.00%
Public Skating / Drop-in per single admission per family admission	\$2.65 \$7.08	\$0.35 \$0.92	\$3.00 \$8.00	\$2.65 \$7.08	-	0.00% 0.00%

### Soccer Fields

Per Game Per Day Horse Ring Rental	\$38.31 \$131.16 \$140.68	\$4.99 \$17.06 \$18.29	\$43.30 \$148.22 \$158.97		 0.00% 0.00% 0.00%
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#### Swimming Pool Fees - Tara and Chesley

### Pool - Public Swimming

Single Admissions Youth 2 - 17 yrs Adult 18+ yrs Family (immediate members only)	\$2.66 \$3.55 \$8.85	\$0.34 \$0.45 \$1.15	\$3.00 \$4.00 \$10.00	\$2.66 \$3.55 \$8.85	-	0.00% 0.00% 0.00%
Multi-Visit Pass 10 Pass Visit - Adult 10 Pass Visit - Child	\$35.40 \$26.55	\$4.60 \$3.45	\$40.00 \$30.00	\$35.40 \$26.55	-	0.00% 0.00%
Season Pass Youth 2 - 17 yrs Adult 18+ yrs Family (immediate members only)	\$70.80 \$88.50 \$159.29	\$9.20 \$11.50 \$20.71	\$80.00 \$100.00 \$180.00	\$70.80 \$88.50 \$159.29	-	0.00% 0.00% 0.00%

## Schedule I - Recreation Fees

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Hourly Pool Rental - includes minimum of 2 lifeguards Chesley (max capacity 90) Tara (max capacity 77)	\$83.68 \$83.68	\$10.88 \$10.88	\$94.56 \$94.56	\$81.24 \$81.24	2.44 2.44	3.00% 3.00%
Certificated programs exclude HST for participan participants are over 14 years of age, please ad Proof of age is required. Sessions are two weeks in length for lessons, eight						
Pool - Instructional Lessons						
Aquafit - Drop In Aquafit - Summer Rate	\$5.53 \$81.64	\$0.72 \$10.61	\$6.25 \$92.25	\$5.53 \$81.64	-	0.00% 0.00%
Private Lessons, per session Includes 10 daily lessons Registration	\$144.90	\$18.84	\$163.74	\$140.68	4.22	3.00%
Group / School (per, min 30 participants) Registration	\$59.13	Exempt	\$59.13	\$57.41	1.72	3.00%
Preschool (under 5 yrs old) Registration	\$69.74	Exempt	\$69.74	\$67.71	2.03	3.00%
Swimmer (Ages 3-5) Registration	\$69.74	Exempt	\$69.74	\$67.71	2.03	3.00%
Swimmer (1 to 4) (Age 6+) Registration after	\$69.74	Exempt	\$69.74	\$67.71	2.03	3.00%
Swimmer (5 to 8) Registration	\$74.59	Exempt	\$74.59	\$72.42	2.17	3.00%
Swimmer (9 to 10) Registration	\$78.01	Exempt	\$78.01	\$75.74	2.27	3.00%

### Summer Day Camps (July and August, excluding Statutory holidays)

					1	
Daily, Mon - Fri	\$35.01	Exempt	\$35.01	\$33.99	1.02	3.00%
***3rd Child (less 10% of equal or lesser number of days) Outdoor Education Specialty Camp ***3rd Child (less 20%)	\$206.88	Exempt	\$206.88	\$200.85	6.03	3.00%

## Schedule I - Recreation Fees

DESCRIPTION	FEE	HST	TOTAL		Increase	%
		1151		2022 Fee	Applied	Increase

#### Insurance Fees

Non-Sporting Event or Occasion - No Alcohol						
Per Hour with Attendance of:						
1-50	\$3.00	\$0.39	\$3.39	\$3.00	-	0.00%
51-100	\$4.00	\$0.52	\$4.52	\$4.00	-	0.00%
101-200	\$6.00	\$0.78	\$6.78	\$6.00	-	0.00%
201-500	\$8.00	\$1.04	\$9.04	\$8.00	-	0.00%
501-1000	\$10.00	\$1.30	\$11.30	\$10.00	-	0.00%
1001-1500	\$15.00	\$1.95	\$16.95	\$15.00	-	0.00%
1501+		<b>r</b>	1			
	TBD by Provider at time of			TBD by Provider at time of		
	booking			booking		
Per Day with Attendance of:	, , , , , , , , , , , , , , , , , , ,					0.00%
1-50	\$25.00	\$3.25	\$28.25	\$25.00	-	0.00%
51-100	\$23.00	\$6.50	\$56.50	\$25.00	-	0.00%
101-200	\$75.00	\$8.30 \$9.75		\$30.00 \$75.00		
201-500			\$84.75		-	0.00%
	\$150.00	\$19.50	\$169.50	\$150.00	-	0.00%
501-1000	\$220.00	\$28.60	\$248.60	\$220.00	-	0.00%
1001-1500	\$300.00	\$39.00	\$339.00	\$300.00	-	0.00%
1501+	TBD by Provider			TBD by Provider		
	at time of			at time of		
	booking			booking		
Non-Sporting Event or Occasion - Alcohol	•					
Per Hour with Attendance of:						
1-50	\$12.00	\$1.56	\$13.56	\$12.00	-	0.00%
51-100	\$20.00	\$2.60	\$22.60	\$20.00	-	0.00%
101-200	\$30.00	\$3.90	\$33.90	\$30.00	-	0.00%
201-500	\$40.00	\$5.20	\$45.20	\$40.00	-	0.00%
501-1000	\$50.00	\$6.50	\$56.50	\$50.00	-	0.00%
1000+						
1000+	TBD by Provider			TBD by Provider		
	at time of			at time of		
	booking			booking		
Per Day with Attendance of:						
1-50	\$85.00	\$11.05	\$96.05	\$85.00	_	0.00%
51-100	\$130.00	\$16.90	\$78.05 \$146.90	\$130.00	-	
101-200	\$130.00	\$16.90 \$26.00		\$130.00	-	0.00%
201-500			\$226.00		-	0.00%
	\$350.00	\$45.50	\$395.50	\$350.00	-	0.00%
501-1000	\$550.00	\$71.50	\$621.50	\$550.00	-	0.00%
1000+	TBD by Provider			TBD by Provider		
	at time of			at time of		
	booking			booking		
**A listing eligible and non-eligible Non-Sporting	<u> </u>	sions is availa	able from			

 \*\*A listing eligible and non-eligible Non-Sporting Events or Occasions is available from Municipal Staff
 \*\*Events: Annual Weekly Meetings: Charge 5 times the flat charge shown for a 1-2 Day

Events: Annual Meetings: Charge 3 times the flat charge shown for a 1-2 Event for a Total Annual Premium.

\*\*Events: Annual Monthly Meetings: Charge 3 times the flat charge shown for a 1-2 Day Event for a Total Annual Premium.

# Schedule I - Recreation Fees

					A	0/
DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Applied	% Increase
Sporting Event or Activities						
Low Risk, Per hour with Attendance of:	<b>1</b> 0 50	<b>*</b> ~ ~~	<b>*</b> 0.00	<b>10</b> 50		
1-25 26-50	\$2.50 \$4.00	\$0.33 \$0.52	\$2.83 \$4.52	\$2.50 \$4.00	-	0.00%
51-100	\$4.00 \$6.00	\$0.52 \$0.78	\$4.52 \$6.78	\$4.00 \$6.00	-	0.00% 0.00%
31-100	φ0.00	ψ0.70	ψ0.70	φ0.00	-	0.00 /8
101+	TBD by Provider			TBD by Provider		
	at time of			at time of		
Low Risk, Per Day with Attendance of:	booking			booking		
1-25	\$60.00	\$7.80	\$67.80	\$60.00	_	0.00%
26-50	\$90.00	\$11.70	\$101.70	\$90.00	-	0.00%
51-100	\$120.00	\$15.60	\$135.60	\$120.00	-	0.00%
101+						
	TBD by Provider at time of			TBD by Provider at time of		
	booking			booking		
Medium Risk, Per hour with Attendance of:						
1-25	\$4.00	\$0.52	\$4.52	\$4.00	-	0.00%
26-50	\$6.00	\$0.78	\$6.78	\$6.00	-	0.00%
51-100	\$8.00	\$1.04	\$9.04	\$8.00	-	0.00%
101+	TBD by Provider			TBD by Provider		
	at time of			at time of		
	booking			booking		
Medium Risk, Per Day with Attendance of:						
1-25	\$95.00	\$12.35	\$107.35	\$95.00	-	0.00%
26-50	\$120.00	\$15.60	\$135.60	\$120.00	-	0.00%
51-100	\$190.00	\$24.70	\$214.70	\$190.00	-	0.00%
101+						
	TBD by Provider at time of			TBD by Provider at time of		
	booking			booking		
**A listing of eligible and non-eligible sporting even		he low and r	medium risk			
profiles is available from Municpal Staff						
**Events Over 1 day: Any Single Sporting Event being held for more than 1 consecutive is a Company Referral						
**Events - Annual Weekly and Seasonal Activities for a Total Annual Premium	: Charge 2 time	es the flat cho	arge shown			
**Organized sports leagues without insurance are	e a company re	eferral				

# Schedule J - Trailer Park Fees

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Full Service Seasonal Monthly Weekly Daily May 1 to Weekend After Thanksgiving	\$1,439.06 \$654.44 \$249.34 \$49.19	\$187.08 \$85.08 \$32.41 \$6.40	\$1,626.14 \$739.52 \$281.76 \$55.59	\$1,397.15 \$635.38 \$242.08 \$47.76	41.91 19.06 7.26 1.43	3.00% 3.00% 3.00% 3.00%
Hydro/Water Only Seasonal Monthly Weekly Daily Victoria Day Weekend to Thanksgiving	\$1,199.40 \$564.54 \$212.04 \$43.04	\$155.92 \$73.39 \$27.56 \$5.60	\$1,355.33 \$637.93 \$239.60 \$48.64	\$1,164.47 \$548.10 \$205.86 \$41.79	34.93 16.44 6.18 1.25	3.00% 3.00% 3.00% 3.00%
Transient No Services - Daily - Trailer Transient No Services - Daily - Tent	\$27.35 \$18.23	\$3.56 \$2.37	\$30.90 \$20.60	\$26.55 \$17.70	0.80 0.53	3.00% 3.00%
Winter Storage -Trailer, Deck, Shed Deck, Shed, Other Property -October 15-May 15	\$250.78 \$50.00	\$32.60 \$6.50	\$283.38 \$56.50	\$250.78 \$50.00	-	0.00% 0.00%
Moving from one lot to another, if re- sodding or other clean-up required	\$50.00	Exempt	\$50.00	\$50.00	-	0.00%
Clean-out	\$10.00	Exempt	\$10.00	\$10.00	-	0.00%
Lot Maintenance Required by Works, Requested by Tenant	Minimum <b>\$40.00</b> per hour staff fee + Cost of Materials and/or Labour		Minimum \$40.00 per hour staff fee + Cost of Materials and/or Labour	Minimum \$25.00 + Cost of Materials and/or Labour		

DESCRIPTION	FEE	нѕт	TOTAL		Increase	%
				2022 Fee	Applied	Increase
Fire Safety	1		[			
Burn Permit	No Charge		No Charge	No Charge		
Fire Drill Approval and Observation	<mark>\$75.00</mark> Per Hour, Minimum 1 Hr	Exempt	\$75.00	\$65.00 Per Hour, Minimum 1 Hr	10.00	15.38%
Fire Safety Plan Review / Approval	\$75.00 Per Hour, Minimum 1 Hr	Exempt	\$75.00	\$65.00 Per Hour, Minimum 1 Hr	10.00	15.38%
Letters and Reports						
OFC Deficiencies or No Deficienies Letter	\$100.49	\$13.06	\$113.55	\$100.49	-	0.00%
File Search Request Letters	\$100.49	\$13.06	\$113.55	\$100.49	-	0.00%
Fire Report - SIR (3rd Party)	\$100.49	\$13.06	\$113.55	\$100.49	-	0.00%
Inspections						
Fire Safety Inspections - Initial Visit / Consultation	No Charge		No Charge	No Charge		
Fire Safety Inspection (Including Written Report)	<mark>\$75.00</mark> Per Hour, Minimum 1 Hr	Exempt	\$75.00	\$65.00 Per Hour, Minimum 1 Hr	10.00	15.38%
Inspections Requiring Outside Agencies	Actual Cost		Actual Cost	Actual Cost		
Commercial/Industrial/Institutional Multi-Residential/Farm Inspection	<mark>\$75.00</mark> Per Hour, Minimum 1 Hr	Exempt	\$75.00	\$65.00 Per Hour, Minimum 1 Hr	10.00	15.38%
Residential Home Inspection (Single Family)	No Charge		No Charge	No Charge		
Residential Inspection (operating a business out of home, such as a daycare)	<mark>\$75.00</mark> Per Hour, Minimum 1 Hr	Exempt	\$75.00	\$65.00 Per Hour, Minimum 1 Hr	10.00	15.38%
Incident Response						
Fire Department Emergency Response-Insured Perils, Indemnification Techology® Current MTO rate per apparatus, per hour Current MTO rate per apparatus, per half hour Firefighter Current Rate, per hour plus any additional costs for each incident	\$543.03 \$271.52 \$34.03	Exempt Exempt Exempt		\$509.89 \$254.95 \$33.36	16.57	6.509 6.509 2.019
For extraordinary expenses - When additional resources are required at a fire or emergency incident and no owner or agent is avaialble to authorize, recovery of costs can be invoiced to the property owner (ie: Excavator, drone, other agencies for assistance)	Invoice will be according to invoice provided by third party	Exempt	Invoice will be according to invoice provided by third party	Invoice will be according to invoice provided by third party		
Incident Response - Open Air Fire with Permit & Compliant	No Charge		\$0.00	No Charge		

## Schedule K - Fire Department Fees

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
Incident Response - Open Air Fire with or without permit (at discretion of Fire Chief or Designate) Current MTO Rate per apparatus, per hour plus any additional costs for each incident Current MTO Rate per apparatus, per half hour plus	\$543.03 \$271.52			\$509.89 \$254.95	33.14	6.50%
any additional costs for each incident Motor Vehicle Accident on Highway 21 Current MTO rate per apparatus, per hour	\$543.03		• • • • • •	\$509.89	16.57 33.14	6.50% 6.50%
Current MTO rate per apparatus, per half hour Motor Vehicle Fires on Highway 21 Current MTO rate per apparatus, per hour Current MTO rate per apparatus, per half hour	\$271.52 \$543.03 \$271.52	Exempt	\$271.52 \$543.03 \$271.52	\$509.89	33.14	6.50%
Motor Vehicle, Watercraft & Aircraft Accidents & Fires - Other than Highway 21 Current MTO Rate per apparatus, per hour Current MTO Rate per apparatus, per half hour	\$543.03 \$271.52		\$543.03 \$271.52	\$509.89 \$254.95		6.50% 6.50%

#### Other Fire Related Services

					1	
Assistance Beyond Normal Requirements or Circumstances	Actual Cost Plus 10%	Exempt	Actual Cost Plus 10%	Actual Cost Plus 10%		
Decontamination and cleaning of all PPE after Structure Fire or Hazardous Material Call	Actual Costs of all Cleaning and Repair	Exempt	Actual Costs of all Cleaning and Repair	Actual Costs of all Cleaning and Repair		
Extinguish controlled Burn Current MTO rate per truck, per hour Current MTO rate per truck, per half hour	\$543.03 \$271.52	Exempt Exempt	\$543.03 \$271.52	\$225.00 \$254.95	318.03 16.57	141.35% 6.50%
False Alarms - 2 free per calendar year, thereafter:	\$500.00	Exempt	\$500.00	\$500.00	-	0.00%
Fire Watch or Stand By for other outside agencies with apparatus Current MTO rate per apparatus, per hour Current MTO rate per apparatus, per half hour	\$543.03 \$271.52	Exempt Exempt	\$543.03 \$271.52	\$509.89 \$254.95	33.14 16.57	6.50% 6.50%
Fire Watch (Without Apparatus)	ctual Cost Plus 10%	Exempt	Ad	ctual Cost Plus 10%		
Hazardous Materials Response Current MTO rate per truck, per hour Current MTO rate per truck, per half hour	\$543.03 \$271.52	Exempt Exempt	\$543.03 \$271.52	\$509.89 \$254.95	33.14 16.57	6.50% 6.50%
Rent special equipment to determine origin and cause, suppress or extinguish fires, preserve property, prevent fire spread, make property safe Current MTO rate per appartus, per hour	Actual cost for agencies and equipment used \$543.03	Exempt	Actual cost for agencies and equipment used \$543.03	Actual cost for agencies and equipment used \$509.89	33.14	6.50%
Response Due to Gross Negligence or an Illegal Act Current MTO rate per truck, per hour Current MTO rate per truck, per half hour	\$543.03 \$271.52	Exempt Exempt	\$543.03 \$271.52	\$509.89 \$254.95	33.14 16.57	6.50% 6.50%
Wildland Fires through Carelessness Current MTO rate per apparatus, per hour Current MTO rate per apparatus, per half hour Plus any additional costs for each incident	\$543.03 \$271.52	Exempt Exempt	\$543.03 \$271.52	\$509.89 \$254.95	33.14 16.57	6.50% 6.50%

DESCRIPTION	FEE	HST	TOTAL	2022 Fee	Increase Applied	% Increase
If necessary to provide security to maintain continuity of scene during an incident investigation (OFM, Police, Staff or Other)						
Flat Rate per Day <mark>24 hours</mark>	\$1,000.00	Exempt	\$1,000.00	\$750.00	250.00	33.33%
Materials and Supplies						
Class A Foam Wetting Agent	Actual Cost Plus 10%	Exempt	Actual Cost Plus 10%	Actual Cost Plus 10%		
Commercial - Lock Box (Hardware only, No Installation)	Actual Cost	HST	Actual Cost	Actual Cost		
Dry Sprinkler Powder Aerosol Unit - DSPA	Actual Cost Plus 10%	Exempt	Actual Cost Plus 10%	Actual Cost Plus 10%		
Fire Safety Plan Box	Actual Cost	HST	Actual Cost	Actual Cost		
Other Material Charges	Actual Cost Plus 10%	Exempt	Actual Cost Plus 10%	Actual Cost Plus 10%		
Smoke Alarm or Carbon Monoxide Detector Added to taxes + interest, if unpaid after 30 days	\$55.62	\$7.23	\$62.85	\$55.62	-	0.00%
Training			-	-		
Fire Extinguisher Training for Employees (Commercial, Industrial & Institutional)	\$10.00 per Person Minimum \$100 Charge	Exempt	\$10.00 per Person - Minimum \$100 Charge	Charge		

Schedule L - Water and Se	ewer F	ees		3.00%	Sewe Wate	<b>ancial Plans for 2023</b> r Financial Plan r Financial Plan non
DESCRIPTION	FEE	HST	TOTAL	2022 Fee		Rates are linked below

#### Effective for all billings after January 1st each year

A&E Connection and Service Ch	2022 Rate	% Increase			
Bulk Water - per m3 water - Plus Daily Connection Fee - Weekly Connection Fee - Annual Membership, January to December 31	\$4.00 \$58.00 \$116.00 \$355.00	Exempt Exempt	\$4.00 \$58.00 \$116.00 \$355.00	\$57.41 \$114.82	0.00% 1.03% 1.03% 0.42%
Charge to locate, Municipal water service	n/c	n/c	n/c	n/c	1.00%
Charge to locate, inspect, map and number service connection made by contractor (lateral already constructed from main to property line) <b>Water or Sewer</b>	\$479.91	\$62.39	\$542.30	\$475.16	1.00%
Charge to locate, Private locate charge – not municipal service Minimum charge 1 hour, time in excess of 1 hour is extra	\$103.04	\$13.40	\$116.44	\$102.02	1.00%
Disconnect or Reconnect Fee – Customer Request	\$58.37	Exempt	\$58.37	\$57.79	1.00%
Disconnect fee – non-payment or after hours request	\$211.55	Exempt	\$211.55	\$209.46	1.00%
Municipally constructed sewer line from main to property line (does not include locate, inspect, map and number service connection made by contractor) <b>Water or Sewer</b>	\$4,359.89	Exempt	\$4,359.89	\$4,316.72	1.00%
Septage disposal of one tank, up to 1,000 gallons	\$939.56	\$122.14	\$1,061.71	\$930.26	1.00%
Sewer Camera Work - Regular Hours, 2 staff, rate per hour - After Hours and Weekends, 2 staff, rate per hour	\$134.71 \$621.76	\$17.51 \$80.83	\$152.22 \$702.59	\$131.30 \$606.00	2.60% 2.60%
Swimming Pools – FillingMinimum Charge	\$1,024.96	\$133.24	\$1,158.20	\$1,014.81	1.00%
Water Meter Read Request	\$69.67	\$9.06	\$78.73	\$68.98	1.00%
Water Meter Frost Plate	\$84.90	\$11.04	\$95.94	\$84.06	1.00%
Water meter and backflow prevention device - 3/4" Service	\$537.10	\$69.82	\$606.92	\$514.70	4.35%
Water meter and backflow prevention device - 1" Service All other meter sized billed at cost + 15% handling/billing	\$800.01	\$104.00	\$904.01	\$686.76	16.49%

FEES A	2023 ND CHARGES	5					
Schedule L - Water and Se	Schedule L - Water and Sewer Fees						
DESCRIPTION	FEE	HST	TOTAL	2022 Fee	% Increase		
Chesley Water Service Area Metered Rate	s (non-tax	able)					
Any customer wishing to be charged on a metered basis shall, at the water meter. The metered rate shall be the same as the Paisley Wa							
Chesley Water Service Area Rates (no	on-taxable)	)					
Minimum rates to be charged on a per unit basis as determined by a mended by a formal review by the Municipality of Arran-Elderslie of Arran-Elder			d/or as				
Effective for all billings after January 1st each year							
Residential							
Single Family Unit	\$728.09	Exempt	\$728.09	\$720.88	1.00%		
Commercial				I			
Basic and vacant commercial (must apply in writing for this rate)	\$624.11	Exempt	\$624.11	\$617.93	1.00%		
Apartment rate over commercial	\$520.05	Exempt	\$520.05	\$514.90	1.00%		
Board of Education	\$5,486.36	Exempt	\$5,486.36	\$5,432.04	1.00%		
Car Wash	\$1,300.13	Exempt	\$1,300.13	\$1,287.26	1.00%		
Cemetery	\$728.09	Exempt	\$728.09	\$720.88	1.00%		
Chesley Place (40 beds)	\$9,245.26	Exempt	\$9,245.26	\$9,153.72	1.00%		
Community Centre/Curling Club	\$9,421.37	Exempt	\$9,421.37	\$9,328.09	1.00%		
Dealership	\$1,300.13	Exempt	\$1,300.13	\$1,287.26	1.00%		
Fire Hall	\$664.47	Exempt	\$664.47	\$657.89	1.00%		

\$684.40 Exempt

Exempt

Exempt

Exempt

Exempt

Exempt

\$10,251.41

\$342.54

\$9,014.13

\$7,858.48

\$1,009.85

\$684.40

\$10,251.41

\$342.54

\$9,014.13

\$7,858.48

\$1,009.85

\$677.62

\$10,149.91

\$339.15

\$8,924.88

\$7,780.67

\$999.85

1.00%

1.00%

1.00%

1.00%

1.00%

1.00%

Hair Salon only

Lawn Bowling

Medical Building

Long-term Care Home - Elgin Abbey (39 beds)

Long-term Care Home - Parkview Manor (34 beds)

Hospital

Schedule L - Water	and sewer r	ees		Rates as pe	r Financial Plans fo
DESCRIPTION	FEE	HST	TOTAL	2022 Fee	% Increase
Municipal Building/Theatre/Libary	\$664.47	Exempt	\$664.47	\$657.89	1.00%
Residential w/Beauty Shop	\$1,213.49	Exempt	\$1,213.49	\$1,201.48	1.00%
Restaurant – Seated Restaurant	\$1,386.81	Exempt	\$1,386.81	\$1,373.08	1.00%
Restaurant – Seasonal Take-out	\$520.05	Exempt	\$520.05	\$514.90	1.00%
Restaurant – Take-out	\$866.68	Exempt	\$866.68	\$858.10	1.00%
Restaurant – Take-out/Seating Restaurant	\$1,126.81	Exempt	\$1,126.81	\$1,115.65	1.00%
Retirement Institution - Per Bed	\$231.13	Exempt	\$231.13	\$228.84	1.00%
School - Chesley Community School	\$13,862.12	Exempt	\$13,862.12	\$13,724.87	1.00%
Service Station	\$624.09	Exempt	\$624.09	\$617.91	1.00%
Swimming Pool	\$1,565.38	Exempt	\$1,565.38	\$1,549.88	1.00%
Trailer Park – 24 sites	\$1,572.66	Exempt	\$1,572.66	\$1,557.09	1.00%
Trailer Park Showers/Washrooms	\$1,594.49	Exempt	\$1,594.49	\$1,578.70	1.00%
Turuss (GRS Flooring) - (Plant 1)	\$6,669.24	Exempt	\$6,669.24	\$6,603.21	1.00%
Haliday House (9 beds)	\$ <del>2,080.19</del>	Exempt	<del>\$2,080.19</del>	<del>\$2,059.59</del>	<del>1.00%</del>

Schedule L - Water and Se	Rates as per Financial Plans for 20				
DESCRIPTION	FEE	HST	TOTAL	2022 Fee	% Increase
Chesley Sewer Service Area Rates (no	n-taxable)	I			
Effective for all billings after January 1st each year					
Residential					l
Single family unit	\$543.56	Exempt	\$543.56	\$527.73	3.00%
Penalty (3x more than annual flat rate) for improper storm water connection. Notice will be given providing one year to disconnect and be inspected by the Municipality or penalty will be applied.	\$2,174.26	Exempt	\$2,110.93	\$2,110.93	3.00%
Commercial				I	I
Basic or Vacant Commercial (must apply in writing for this rate)	\$465.90	Exempt	\$465.90	\$452.33	3.00%
Apartment Rate - Over Commercial	\$388.26	Exempt	\$388.26	\$376.95	3.00%
Bank	\$970.60	Exempt	\$970.60	\$942.33	3.00%
Board of Education	\$4,098.27	Exempt	\$4,098.27	\$3,978.90	3.00%
Car Wash	\$970.60	Exempt	\$970.60	\$942.33	3.00%
Cemetery	\$465.89	Exempt	\$465.89	\$452.32	3.00%
Chesly Place (40 beds)	\$6,887.66	Exempt	\$6,887.66	\$6,687.05	3.00%
Crate Design (Plant 1)	\$2,717.69	Exempt	\$2,717.69	\$2,638.53	3.00%
Dawson House (basic comm. + 2 apts)	\$1,242.39	Exempt	\$1,242.39	\$1,206.20	3.00%
Dealership	\$970.60	Exempt	\$970.60	\$942.33	3.00%
Fire Hall	\$496.06	Exempt	\$496.06	\$481.61	3.00%
Grocery Store	\$1,000.09	Exempt	\$1,000.09	\$970.96	3.00%
Hair Salon Only	\$510.93	Exempt	\$510.93	\$496.05	3.00%
Hospital	\$7,653.01	Exempt	\$7,653.01	\$7,430.11	3.00%
Hotel Rate - Vacant	\$543.56	Exempt	\$543.56	\$527.73	3.00%
Lawn Bowling	\$255.71	Exempt	\$255.71	\$248.26	3.00%

Schedule L - Water and	Rates as per Financial Plans for 202				
DESCRIPTION	FEE	HST	TOTAL	2022 Fee	% Increase
Legion Hall	\$1,000.09	Exempt	\$1,000.09	\$970.96	3.00%
Long-term Care Home - Elgin Abbey (39 beds)	\$6,715.48	Exempt	\$6,715.48	\$6,519.88	3.00%
Long-term Care Home - Parkview Manor (34 beds)	\$5,854.51	Exempt	\$5,854.51	\$5,683.99	3.00%
Medical Building	\$753.87	Exempt	\$753.87	\$731.91	3.00%
Municipal Building/Theatre/Library	\$496.06	Exempt	\$496.06	\$481.61	3.00%
Post Office	\$837.05	Exempt	\$837.05	\$812.67	3.00%
Residential w/Beauty Shop	\$905.92	Exempt	\$905.92	\$879.53	3.00%
Restaurant – Seasonal Take-out	\$388.26	Exempt	\$388.26	\$376.95	3.00%
Restaurant – Seated Restaurant	\$1,035.28	Exempt	\$1,035.28	\$1,005.13	3.00%
Restaurant – Take-out	\$647.08	Exempt	\$647.08	\$628.23	3.00%
Restaurant – Take-out/Seating Restaurant	\$841.18	Exempt	\$841.18	\$816.68	3.00%
Retirement Institution - (Per Bed)	\$172.20	Exempt	\$172.20	\$167.18	3.00%
School - Chesley Community School	\$10,348.49	Exempt	\$10,348.49	\$10,047.08	3.00%
Service Station	\$465.90	Exempt	\$465.90	\$452.33	3.00%
Swimming Pool	\$1,168.60	Exempt	\$1,168.60	\$1,134.56	3.00%
Trailer Park – 24 Sites	\$1,174.05	Exempt	\$1,174.05	\$1,139.85	3.00%
Trailer Park - Showers/Washrooms	\$1,190.36	Exempt	\$1,190.36	\$1,155.69	3.00%
Turuss (GRS Flooring) - (Plant 1)	\$4,978.76	Exempt	\$4,978.76	\$4,833.75	3.00%
Haliday House (9 beds)	<del>\$1,549.73</del>	Exempt	<del>\$1,549.73</del>	<del>\$1,504.59</del>	<del>3.00%</del>

Schedule L - Water and S					Financial Plans for 20
DESCRIPTION	FEE	HST	TOTAL	2022 Fee	% Increase
Chesley, Paisley and Tara Water Service Area Metered Rates (no	on-taxable)	)			
ffective for all billings after January 1st each year					
nnual					
ase Water Service Rate (BSR)	\$326.13	Exempt	\$326.13	\$322.90	1.00%
ate per Cubic Metre of Water Consumption	\$2.65	Exempt	\$2.65	\$2.62	1.00%
Other Municipality - Brockton: Paisley Mill Corp Innual Base Service Rate Aonthly Base Service Rate Iate per Cubic Metre of Water Consumption X 2	\$652.26 \$54.35 \$5.30	Exempt Exempt Exempt	\$652.26 \$54.35 \$5.30		1.00%
Damage to water meter equipment, including the removal of exterior equipment and/or interior wiring will not be tolerated. Two varnings will be provided to the property owner after which, urther damages will result in the Municipality invoicing the property owner for the applicable size of water meter and require the stallation, at the property owner's expense, of a radio read water neter to avoid future problems.		128.20	\$1,114.34	\$986.14	
Aonthly					
ase Water Service Rate (BSR)	\$27.18	Exempt	\$27.18	\$26.91	1.00%
aisley Sewer Service Area Rates (non-taxable)					
ffective for all billings, the sewer rate for Paisley sewer services sha ate and a rate per cubic metre of water consumption.	l be a month	ly base sev	wer service		
nnval					
ase Sewer Service Rate (BSR)	\$348.37	Exempt	\$348.37	\$338.22	3.00%
ate per cubic metre of water consumption	\$1.55	Exempt	\$1.55	\$1.50	3.00%
Other Municipality – (Brockton) McKeeman	\$1,087.12	Exempt	\$1,087.12	\$1,015.73	7.03%
Other Municipality - Brockton: Paisley Mill Corp nnual Base Service Rate Nonthly Base Service Rate ate per Cubic Metre of Water Consumption X 2	\$696.74 \$58.06 \$3.10	Exempt Exempt Exempt	\$696.74 \$58.06 \$3.10		1.00%

Base Sewer Service Rate (BSR)	\$28.18	Exempt	\$28.18	\$27.36
Penalty (3x more than flat base rate) for improper storm water connection. Notice will be given providing one year to disconnect and be inspected by the Municipality or penalty will be applied.	\$2,184.27	Exempt	\$28.18	\$2,110.92

3.00%

	FEES AND CHARGES	<b>)</b>			
Schedule L - Water an	d Sewer F	ees		Rates as pe	r Financial Plans for 2023
DESCRIPTION	FEE	HST	TOTAL	2022 Fee	% Increase
Water Service Area Rates Tara Water Serivce Area Rates (non-taxable)	•				
Minimum rates to be charged on a per unit basis as determin amended by a formal review by the Municipality of Arran-Elc		ent roll and	d/or as		
Any customer wishing to be charged on a metered basis sha water meter. The metered rate shall be the same as the Pais					
Effective for all billings after January 1st each year					
Residential					1
Single family unit	\$728.09	Exempt	\$728.09	\$720.88	1.00%
Commercial				I	1
Churches	\$728.09	Exempt	\$728.09	\$720.88	1.00%
Dry	\$815.46	Exempt	\$815.46	\$807.39	1.00%
Wet	\$946.51	Exempt	\$946.51	\$937.14	1.00%
Dry/Residence	\$771.86	Exempt	\$771.86	\$764.22	1.00%
Wet/Residence	\$815.46	Exempt	\$815.46	\$807.39	1.00%
Service Station/Garage	\$815.46	Exempt	\$815.46	\$807.39	1.00%
Service Station/Car Wash	\$1,262.27	Exempt	\$1,262.27	\$1,249.77	1.00%
Sewer Service Area Rates Tara Metered Sewer Service Area Rates (non-taxable)		-			
Commercial Dry	\$558.70	Exempt	\$558.70	\$542.43	3.00%
Commercial Wet	\$605.23	Exempt	\$605.23	\$587.60	3.00%
Industrial (per cubic metre)	\$1.49	Exempt	\$1.49	\$1.45	3.00%
Residential Single Family Unit	\$543.56	Exempt	\$543.56	\$527.73	3.00%
Residential Dry	\$558.70	Exempt	\$558.70	\$542.43	3.00%

\$651.83 Exempt

Residential Wet

\$651.83

\$632.84

3.00%

Schedule L - Water and Se	Rates as pe	r Financial Plans for 2023			
DESCRIPTION	FEE	HST	TOTAL	2022 Fee	% Increase
Churches	\$543.56	Exempt	\$543.56	\$527.73	3.00%
Service Station/Garage	\$465.89	Exempt	\$465.89	\$452.32	3.00%
Service Station/Car Wash	\$970.62	Exempt	\$970.62	\$942.35	3.00%
Penalty (3x more than annual base rate) for improper storm water connection. Notice will be given providing one year to disconnect and be inspected by the Municipality or penalty will be applied.	\$ 2,184.27	Exempt	\$2,110.92	\$ 2,110.92	

# Schedule M - Treasure Chest Museum (Paisley)

Fees

DESCRIPTION	FEE	HST	TOTAL	2022 Fee
Annual Membership Fees - Single	\$16.37	\$2.13	\$18.50	\$16.37
Annual Membership Fees - Family	\$20.80	\$2.70	\$23.50	\$20.80
Group Admission - 10 or more	\$37.17	\$4.83	\$42.00	\$37.17
Single Admission - Adult	by donation			by donation
Single Admission - Student/Senior	by donation			BY DONATION

# Schedule N - Building Permit Fees

All Permits Fees are HST exempt.

All Permits carry minimum fee.

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Where any work, required by the BCA to have a permit, has commenced prior to the issuance of a Building Permit, the applicable permit fee payable is doubled.

The Municipality does not currently have Development Charges in place.

DESCRIPTION FEE
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General		
Building Permit (minimum fee)	\$130.00	\$130.00
Miscellaneous Inspections, per	\$130.00	\$130.00
Change of Use	\$130.00	\$130.00
Demolition Permit	\$130.00	\$130.00

Residential		
Single Family Residence	\$1.55 /sq.ft.	1.55
Multiple Residential	\$1.40 /sq.ft.	1.40
Additions- With or Without Plumbing	\$1.55 /sq.ft.	1.55
Deck or Porch (minimum \$125.00 fee)	\$0.80 sq.ft	0.80
Garden Shed	\$125.00	125.00
Ancillary Buildings	\$0.50 /sq.ft.	0.50
Garage/Shed- Attached or Detached	\$0.75 /sq.ft.	0.75
Renovations: (fee/construction value)	\$14.00 / \$1,000.00	14.00
Wood Burning Appliances	\$150.00	150.00
Moving Permit	\$210.00	210.00
Pool- Above Ground	\$150.00	150.00
Pool - In Ground	\$350.00	350.00

Sewage Systems									
Class 1, 2, 3	\$350.00	\$350.00							
Class 4 & 5-New Sewage System	\$600.00	\$600.00							
Bed-Tank Replacement/Repair	\$350.00	\$350.00							

# Schedule N - Building Permit Fees

DESCRIPTION Agricultural	FEE	2022 Fee
Agricultural		
Farm Buildings- with Livestock	\$0.35 /sq.ft.	0.35
Farm Buildings- without Livestock	\$0.30 /sq.ft.	0.30
Additions	\$0.30 /sq.ft.	0.30
Fabric Structure	\$0.35 /sq.ft.	0.35
Manure Storage Tank	\$0.30 /sq.ft.	0.30
Silo- Upright or Bin	\$150.00	150.00
Silo- Bunker (with Roof)	\$0.30 /sq.ft.	0.30
Silo- Bunker (without Roof)	\$0.20 /sq.ft.	0.20
Renovation/Structural: (fee/construction value)	\$12.00/\$1000.00	12.00
Commercial/Industrial/Institutional		
Commercial Buildings	\$0.80 /sq.ft.	0.80
Industrial Buildings	\$0.80 /sq.ft.	0.80
Institutional Buildings	\$0.80 /sq.ft.	0.80
Misc. Renovations/Additions (fee/construction value)	\$12.00/\$1000.00	12.00
Miscellaneous		
Repairs/Additions/Renovations (where applicable)	\$225.00	22.00
Towers (base and tower) (fee/construction value)	\$20.00/\$1000.00	20.00
Wind Turbines - Per Turbine	\$100,000.00	100,000.00
Tents	\$150.00	150.00
Signs (per O.B.C.) (fee/construction value)	\$14.00/\$1000.00	14.00
Other: (fee/construction value)	\$10.00/\$1000.00	10.00
Refunds (where applicable)		
If Administrative Functions Only Performed	80%	80%
If Admin and Zoning Functions Only Performed	70%	70%
If Permit has been Issued; No Field Inspections have been Performed Subsequent to Issuance		
If Permit has been Issued; One Field Inspection has been Performed Subsequent to Issuance	45%	45%
For Each Subsequent Field Inspection, After Permit Issued, Additional Deduction of	<u> </u>	<u> </u>



The Corporation of the Municipality of Arran-Elderslie

# **Information Report**

Report From: Chris Legge, Water & Sewer Foreman

Meeting Date: January 30, 2023

Subject: SRWS 23-03 Ministry Drinking Water Inspections

Attachments: Schedule A and B Tara and Arran-Elderslie Drinking Water Inspection Ratings

## **Report Summary**

To provide Council with report findings from the Ministry of Environment Conservation and Parks (MECP) annual inspections of both the Arran-Elderslie and Tara Drinking Water Systems.

## **Background**

On a yearly basis, the MECP conducts inspections on Arran-Elderslie Drinking Water Systems. This report highlights the findings and works in conjunction with DWQMS modules SLD-9 Organization Structure, SLD-12 Communication, and SLD-20 Management Review.

## <u>Analysis</u>

The Tara Drinking Water Inspection and Arran-Elderslie Drinking Water System Inspection were conducted on the same day, July 28, 2022. Both of these inspections were conducted by Water Compliance Inspector Rhonda Shannon. Inspector Shannon was able to conduct an observation inspection, which allowed her to come on-site with staff subject to Covid protocols. The inspection focused on compliance with the legislation and conformance with Ministry drinking water policies and guidelines.

The Tara Drinking Water System had no non-compliance issues and no actions required for the drinking water system. The system was given a final inspection rating of 100%, as noted in the attached Schedules.

The Arran-Elderslie Drinking Water System had no non-compliance issues and no actions required for the drinking water system. The system was given a final inspection rating of 100%, as noted in the attached document.

## Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Water Financial Plan 2021-2026

## Financial Impacts/Source of Funding

Public Works staff prepare annual Operating Budgets and present those through to Council on a yearly basis. The recommendations of the water financial plan that was completed for 2021-2026, continue to improve the drinking water systems and will ensure further successful inspection results.

Approved By: Sylvia Kirkwood, CAO

DWS Name:	ARRAN-ELDERSLIE DRINKING WATER SYSTEM
DWS Number:	220002725
DWS Owner:	THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE
Municipal Location:	ARRAN-ELDERSLIE
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Inspection Date:	Jul-25-2022
Ministry Office:	Owen Sound District Office

#### Maximum Risk Rating: 489

Inspection Module	Non Compliance Rating
Treatment Processes	0 / 35
Operations Manuals	0 / 14
Water Quality Monitoring	0 / 24
Reporting & Corrective Actions	0/21
Other Inspection Findings	0 / 395
Overall - Calculated	0 / 489

Inspection Risk Rating: 0.00%

Final Inspection Rating: 100.00%

DWS Name:	ARRAN-ELDERSLIE DRINKING WATER SYSTEM
DWS Number:	220002725
DWS Owner Name:	THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE
Municipal Location:	ARRAN-ELDERSLIE
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Inspection Date:	Jul-25-2022
Ministry Office:	Owen Sound District Office

All legislative requirements were met. No detailed rating scores.

**Maximum Question Rating:** 489

Inspection Risk Rating: 0.00%

FINAL INSPECTION RATING: 100.00%

Ministry of the Environment, Conservation and Parks - Inspection Summary Rating Record (Reporting Year - 2022-2023)

DWS Name: DWS Number:	TARA DRINKING WATER SYSTEM 220002627
DWS Owner: Municipal Location:	THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE ARRAN-ELDERSLIE
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Inspection Date:	Jul-25-2022
Ministry Office:	Owen Sound District Office

#### Maximum Risk Rating: 563

Inspection Module	Non Compliance Rating
Treatment Processes	0 / 39
Operations Manuals	0 / 28
Water Quality Monitoring	0 / 24
Reporting & Corrective Actions	0/21
Other Inspection Findings	0/451
Overall - Calculated	0 / 563

Inspection Risk Rating: 0.00%

Final Inspection Rating: 100.00%

Ministry of the Environment, Conservation and Parks - Detailed Inspection Rating Record (Reporting Year - 2022-2023)

DW/C Nome	
Dws name:	TARA DRINKING WATER SYSTEM
DWS Number:	220002627
DWS Owner Name:	THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE
Municipal Location:	ARRAN-ELDERSLIE
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Inspection Date:	Jul-25-2022
Ministry Office:	Owen Sound District Office

All legislative requirements were met. No detailed rating scores.

Maximum Question Rating: 563

Inspection Risk Rating: 0.00%

FINAL INSPECTION RATING: 100.00%



The Corporation of the Municipality of Arran-Elderslie

# **Information Report**

Report From: Pat Johnston, Chief Building Official
Meeting Date: January 30, 2023
Subject: SRCBO.23.01- Year End Report - Building Permit Statistics for 2022
Attachments: Appendix A – Building Permit Activity – 2022 Year End

## **Report Summary**

The report provides Council with a year-end update on building permit applications submitted for the period from January to December 2022, as well the previous four years of historical comparatives.

## **Background**

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

## <u>Analysis</u>

The building activity in Arran-Elderslie was stronger than expected in 2022. During 2022, there were 141 submitted permit applications, with 138 active throughout the year. Construction values exceeded \$20 million dollars in December.

Residential construction projects made up 60% of the construction values for the year, followed by Agricultural coming in slightly over 24% and Commercial/ Industrial/ Institutional projects totalling almost 14%.

## Link to Strategic/Master Plan

6.3 Facilitating Community Growth

## Financial Impacts/Source of Funding

The applications submitted have produced an acceptable result for building permit fees with a year end total of \$182,182. Resulting in \$7,000 above the forecasted Operating Budget.

Approved By: Sylvia Kirkwood, CAO



Total # of Permits issued

The following permits have been submitted for Approval:

142 181 117 169

138

	Year End 2022														
Class Type		Pern	nits Subr	nitted		Construction Values			Permit Values						
	2018	2019	2020	2021	2022	2018	2019	2020	2021	2022	2018	2019	2020	2021	2022
Residential - House	15	30	18	28	12	\$4,507,000	\$11,142,000	\$6,506,000	\$11,503,845	\$5,325,000	\$40,320	\$97,850	\$59,207	\$100,049	\$44,130.74
Residential - Addition / Reno	23	19	15	23	23	\$1,043,200	\$1,129,500	\$1,025,650	\$1,853,460	\$1,455,722	\$10,668	\$9,298	\$9,930	\$22,054	\$13,097.26
Residential - Deck / Porch	9	14	10	6	12	\$40,240	\$83,500	\$77,149	\$65,000	\$95,901	\$1,040	\$1,890	\$2,290	\$1,349	\$2,955.50
Residential - Accessory	16	18	8	17	24	\$199,423	\$352,796	\$114,100	\$948,700	\$862,000	\$5,240	\$8,257	\$2,241	\$12,285	\$15,474.75
Residential - Multi-Unit	4	4	4	5	6	\$725,000	\$2,039,998	\$1,040,000	\$2,830,000	\$4,250,000	\$6,765	\$510	\$9,502	\$33,422	\$37,724.30
Other (Pool, Fireplace, etc)	2	1	4	13	5	\$55,000	\$70,000	\$41,600	\$553,000	\$235,000	\$1,154	\$577	\$575	\$3,550	\$1,350.00
Agricultural - Barn / Access.	20	25	12	31	14	\$1,447,500	\$3,834,449	\$1,175,000	\$5,434,100	\$4,407,000	\$20,249	\$34,380	\$12,770	\$64,503	\$35,737.10
Agricultural - Add. / Reno	7	9	9	4	2	\$193,875	\$530,000	\$344,000	\$419,000	\$96,000	\$2,895	\$5,513	\$4,753	\$6,516	\$1,822.00
Agricultural - Grain Bin / Silo	8	9	4	4	8	\$349,000	\$475,000	\$235,000	\$505,886	\$445,000	\$3,870	\$4,822	\$2,946	\$600	\$6,006.60
Agricultural - Manure Storage	4	0	0	1	1	\$415,000	\$0	\$0	\$150,000	\$75,000	\$3,517	\$0	\$0	\$150	\$1,050.00
Com/Ind/Ins - New Building	6	8	2	3	5	\$1,400,000	\$148,000	\$151,000	\$690,300	\$2,429,000	\$17,060	\$3,038	\$2,661	\$3,898	\$10,654.27
Com/Ind/Ins - Addition	5	5	3	1	0	\$370,000	\$1,021,240	\$255,000	\$430,000	\$0	\$2,362	\$10,886	\$1,197	\$4,800	\$0.00
Com/Ind/Ins - Renovation	7	8	3	9	3	\$962,096	\$2,430,000	\$470,300	\$884,340	\$332,000	\$7,164	\$6,970	\$737	\$5,236	\$4,220.00
Septic - New System	10	10	14	6	6	\$100,000	\$104,000	\$132,000	\$90,000	\$100,000	\$4,500	\$4,500	\$7,750	\$3,600	\$3,600.00
Septic - Repair Existing	2	8	5	9	9	\$12,000	\$71,000	\$43,200	\$90,000	\$145,000	\$750	\$2,400	\$1,700	\$3,150	\$3,150.00
(Refer Below)	0	0	0	0	0	\$164,000	\$118,534	\$39,000	\$236,200	\$55,179	\$945	\$1,365	\$750	\$1,210	\$1,210.00
Monthly Building Totals	138	168	111	160	130	\$11,983,334.00	\$23,550,017.00	\$11,648,999.00	\$26,683,830.35	\$20,307,801.56	\$128,499.23 <mark></mark>	3192,255.38	\$119,010.48	\$266,369.89	\$182,182.52
	0	0	0	0	0										
Plumbing Permits	0	0	0	0	0										
New Sewer Connections	0	0	0	0	0										
Demolition Permits	4	12	6	8	6										
Change in Use, Tents, Etc.	0	1	0	1	2										

Oríginal Sígned by P. Johnston Chief Building Official



The Corporation of the Municipality of Arran-Elderslie

# **Information Report**

Report From: Carly Steinhoff, Park, Facilities and Recreation Manager

Meeting Date: January 30, 2023

Subject: SRREC 23.01 Curling Club Agreement Information

Attachments: Appendix A – Curling Club Overview

## **Report Summary**

The intention of this report is to inform Council of the current agreements that the Municipality has with the Chesley, Paisley and Tara Curling Clubs.

## **Background**

During 2023 budget deliberations, questions regarding Council's financial commitments arose regarding the differences in facility commitments for each of the curling clubs. Staff informed Council that each agreement was made at different times and are currently not standard in each community. The purpose of this report is to highlight the key areas of each agreement and determine a path forward.

## <u>Analysis</u>

Each agreement is very different as they have been created at different times under different circumstances. The areas below are the notable differences between each club:

## <u>Duration:</u>

The Chesley Curling Club agreement was negotiated in February 1994 and is in force and not to be changed until mutually agreed upon by both parties. The agreement indicates that the ice season is considered annually from October 1st to April 30th. This agreement was made pre-amalgamation, so the terms of the

document are between the Chesley Curling Club Incorporated and The Corporation of the Town of Chesley.

Paisley Curling Club agreement was re-negotiated in November 2018 and will expire on April 15, 2023. The Club's Executive Committee has expressed interest in renewal and a preliminary meeting has been planned for February 2023. The agreement indicates that the ice season is considered annually from November 15th to April 15th.

Tara Curling Club agreement was negotiated in January 2000 and is in force and not to be changed until mutually agreed upon by both parties. The agreement indicates that the ice season is considered annually from October 1st to April 15th. It is to be noted that the Municipality is permitted to rent out the entire complex each October for the Tara Festival of Crafts.

## Ownership:

The Municipality is the absolute owner of all facilities in Chesley, and the Club is the absolute owner of all equipment within the curling club.

The Municipality is the absolute owner of all facilities in Paisley.

With respect to Tara, the Club is the absolute owner of the curling rink and changerooms including ice plant and related components and the Municipality is the absolute owner of all other facilities. The Municipality retains the right to utilize the curling club outside of the curling season for recreational activities.

## Club Use of Community Centre:

Chesley Curling Club is entitled to use the kitchen and small viewing room up to fifteen (15) days per season for bonspiels, provided they have not been booked. The Club is permitted to utilize the hall, kitchen, and bar for its annual banquet and an additional four (4) days of curling floor use during the non-curling season.

Paisley Curling Club is entitled to two (2) uses of the hall and kitchen for fundraising purposes.

Tara Curling Club is entitled to one (1) use of the hall during the non-curling season.

## Monthly Payments:

During the curling season, The Chesley Curling Club is responsible for 25.2% of utility costs including hydro, water, sewer and garbage service charges.

The Paisley Curling Club pays an annual monthly fee for the ice season.
The Tara Curling Club does not have a monthly payment as they are the owner and responsible for monthly expenditures. There is no money exchanged for their use of the Lounge and Kitchen. The Municipality is responsible for the cost of hydro, water, sewer, and garbage services from April 16 to September 30 annually.

## <u>Ice Plant:</u>

The Chesley Curling Club is responsible for 34.3% of maintenance and capital costs related to the ice plant. The plant is shared with the arena.

The Paisley Curling Club is responsible for 100% of the costs associated with the 30hp compressor, 100% of significant/capital costs related to components specific to the curling club and 50% of start-up, shutdown, water treatment, one-time service, or routine maintenance. Additionally, should the Municipality choose to make a capital improvement to the ice plant that directly affects the curling club, with ample notice, the Club is to be responsible for 33%, unless otherwise agreed upon. The plant is shared with the arena.

The Tara Curling Club is the owner of its ice plant and related components and is 100% responsible for all costs related to it.

All clubs are required to hold their own liability insurance and work with municipal staff on issues and enhancements on an annual basis.

## Link to Strategic/Master Plan

6.5 Engaging People and Partnerships

## Financial Impacts/Source of Funding

Varying levels of revenue is obtained by each agreement. There are also varying costs associated with the agreements to the Municipality, specifically use of space. Schedule D of the 2023 Budget Report highlight the current year implications, based on the agreements in place.

Approved By: Sylvia Kirkwood, CAO

## Municipality of Arran-Elderslie Overview of Curling Club Agreements

	Chesley		Paisley		Tara	
	Cliesley		I disiey		Tara	
Date	The February 1994 Open end		November 2018 Exp. Apr.15/2023		January 2000 Open end	
lce Season	Oct.1 to Ap	or. 30	Nov.15 to A	pr.15	Oct.1 to Ap	r.15
Ownership: Facilities Curling Rink Curling Equipment	Municipality Municipality Club		Municipality Municipality		Municipality Club	,
Use of Community	15 days Kitchen and small viewing room		2 uses			
Centres			Hall and kitchen			
	Annual Ban Hall, kitcher	•				
	4 days Floor use, non-curling season			l use		
					Non-curling season	
<i>m</i> unicipai rinanciai Commitment						
(Schedule D - Grant & Donation Policy)	\$	3,605.05	\$	957.16	\$	478.58
Monthly Payments	25.2% of utility costs		Annual monthly fee for ice season		No fee, as owner AE pays utilities Apr. 16-Sep.30	
Ice Plant	34.3% R&M and capital		100% of 30hp Comp 100% Components of Club 50% Start-up/Shut- down 33% Approved Capital		c 100% Costs	
Insurance	Club		Club		Club	

## THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

## BY-LAW NO. 04-2023

## BEING A BY-LAW TO PROVIDE FOR A 2023 INTERIM TAX LEVY AND TO PROVIDE FOR THE PAYMENT OF TAXES

WHEREAS Section 9 of the *Municipal Act 2001, S.O. 2001, c. 25, as amended,* grants municipalities the rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS the assessment roll on which 2023 taxes are to be levied will be returned and revised pursuant to the provisions of the Assessment Act; and

WHEREAS it is necessary for the Council of the Corporation of the Municipality of Arran-Elderslie pursuant to the Municipal Act 2001, S.O. 2001, c. 25, as amended, to raise certain sums for the 2023 taxation year; and

WHEREAS it is expedient to provide for an interim tax levy and to fix the date upon which such interim tax levy shall become due and payable;

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

- 1. THAT the 2023 interim levy is hereby imposed and levied on the whole of the taxable assessment for all rate able property in the Municipality of Arran-Elderslie according to the last revised assessment roll of the Corporation of the Municipality of Arran-Elderslie.
- 2. For the year 2023, the interim levy shall become due and payable in two equal installments being March 31, 2023, and June 30, 2023, and shall be at 50% of the taxes levied in the previous year.
- 3. THAT this By-law shall come into force and take effect upon receiving the final passing thereof.

\*\*\*\*

READ a FIRST and SECOND time this 30<sup>th</sup> day of January, 2023.

READ a THIRD time and finally passed this 30<sup>th</sup> day of January, 2023.

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

## BY-LAW NO. 05-2023

## BEING A BY-LAW TO ENTER INTO AN AGREEMENT WITH CANADIAN IMPERIAL BANK OF COMMERCE

WHEREAS in accordance with Section 407(1) of the *Municipal Act, S.O. 2001, c.25, as amended,* the Municipality of Arran-Elderslie considers it necessary to borrow the amount of \$ 2,000,000.00 to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year; and

WHEREAS pursuant to Section 407(2) of the Municipal Act, S.O. 2001, c.25, as amended, the total amount borrowed pursuant to this By-law together with the total any similar borrowings are not to exceed the limits set forth in that subsection or other relevant sections of the Act and if so required under subsection 407(2), the Municipality shall have obtained the approval of the Ontario Municipal Board;

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

- That the Treasurer is authorized on behalf of the Municipality to borrow, from time to time, from the Canadian Imperial Bank of Commerce ("CIBC") a sum or sums not exceeding in the aggregate \$2,000,000.00 to meet, until taxes are collected, the current expenditures of the Municipality for the year pursuant to subsection 407(1) of the Act, and to execute any documents that are required in connection with the borrowing of the above sum, plus interest, at a rate to be agreed upon from time to time with CIBC, in addition to any reasonable charges of CIBC associated with this borrowing.
- 2. That all sums borrowed pursuant to this By-law, as well as all other sums borrowed pursuant to the Act in this year and in any previous years from CIBC for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years as and when this revenue is received.
- 3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received on account in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for this purpose.
- 4. The Treasurer is authorized to furnish to CIBC a statement showing the nature and amount of the estimated revenues of the Municipality not yet collected and showing the total of any amounts borrowed that have not been repaid.

\*\*\*\*

READ a FIRST and SECOND time this 30<sup>th</sup> day of January 2023.

READ a THIRD time and finally passed this 30<sup>th</sup> day of January 2023.

Steve Hammell, Mayor

## THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

## BY-LAW NO. 06-2023

## BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT WITH FIRE MARQUE INC.

**WHEREAS** Section 9 of the Municipal Act 2001, S.O. 2001, c. 25, as amended, grants municipalities the rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

**WHEREAS** Council of the Corporation of the Municipality of Arran-Elderslie deems it expedient to enter into an agreement with Fire Marque Inc., as the Municipality wishes to appoint Fire Marque Inc. as its agent for the purpose of filing claims on behalf of the Municipality and to recover, on their behalf, any insurance proceeds from the insurers of the affected parties which are recoverable in accordance with the terms of any policy agreement for the costs and expenses incurred by the Fire Department as a result of attending at the Incident Sites.

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

- THAT this Council does hereby authorize the Mayor and Acting Clerk to execute the Agreement, in the form annexed hereto as Schedule "A" (the Agreement), with Fire Marque Inc.
- 2. THAT Schedule "A", the Agreement, forms part of this by-law.
- 3. THAT this By-law shall come into force and take effect upon receiving the final passing thereof.

\*\*\*\*

READ a FIRST and SECOND time this 30<sup>th</sup> day of Janaury 2023.

READ a THIRD time and finally passed this 30th day of Janaury 2023.

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

#### AGENCY AGREEMENT

#### THIS AGENCY AGREEMENT (the "Agreement") made the 30th day of January 2023

BETWEEN:

#### FIRE MARQUE INC.

(herein after referred to as the "Agent")

- and -

#### MUNICIPALITY OF ARRAN-ELDERSLIE (herein after referred to as the "Municipality")

WHEREAS the Fire Department attends, when required, at Incident Sites to provide emergency services;

**AND WHEREAS** the costs and expenses incurred by the Fire Department as a result of attending at the Incident Sites and providing services may be recoverable through Indemnification Technology® with respect to insured perils through the Insurance Policies of the owner or tenant of the Incident Site;

**AND WHEREAS** the Municipality wishes to appoint the Agent, as its agent for the purpose of filing Claims on behalf of the Municipality and to recover, on their behalf, any insurance proceeds from the insurers of the affected parties which are recoverable in accordance with the terms of any policy agreement for the costs and expenses incurred by the Fire Department as a result of attending at the Incident Sites.

**AND WHEREAS** the Agent wishes to make the Claims and recover the recoverable proceeds of insurance on behalf of the Municipality in accordance with the terms and conditions set forth herein;

**NOW THEREFORE**, in consideration of the mutual terms and covenants herein contained, the Parties covenant and agree as follows:

#### 1. DEFINITIONS

"Agreement" is this agreement, as may be amended;

**"Agency Fee"** is the financial compensation expressed as a percentage of the recovered Emergency Cost Recovery Proceeds in accordance with Section 6;

"Agency Fee Taxes" are all taxes, duties and other charges (including any GST, HST or other value added taxes) applicable to the Agency Fee;

"Agent" is Fire Marque Inc., or its successors and assigns;

"Claims" an amount requested for payment for an insured loss which falls under the terms of Insurance Policies;

"Emergency Cost Recovery Proceeds" are the funds recovered by the Agent as a result of filing Claims with insurers pursuant to the Insurance Policies of the owner and or tenant of an Incident Site to recover the costs and expenses incurred by the Fire Department as result of attending and providing emergency services at an Incident Site; "**Fire Department**" means a group of firefighters authorized to provide fire protection services by the Municipality;

"Incident Reports" are the property statistical fire reports;

"**Incident Sites**" is the municipal address or property location of the incident which is attended at by the Fire Department in relation to which the Fire Department incurs costs and expenses as a result of providing their emergency services;

"Indemnification Technology®" is the intellectual property owned and employed by the Agent in making claims to recover costs and expenses of the Fire Department incurred as result of providing emergency services at an Incident Site and includes: incident reporting, data collection, and property insurance policy wording interpretation to maximize billing opportunities on behalf of the Fire Department by invoicing insurance companies for the costs of fire department attendance with respect to insured perils;

"Indemnitees" means the Agent, its directors, partners, officers, agents, and employees;

"**Initial Term**" is the period commencing from the date of first written above and continuing thereafter for a period of five years;

"Insurance Policies" means an insurance policy of the owner or tenant who owns or rents the property located on the Incident Site;

"Intellectual Property" is any intellectual property of the Agent, including but not limited to any software, trade names, trademarks, and copyrighted materials and any of the foregoing as it relates to Indemnification Technology®;

"Losses" means all loses, costs, expenses, interest, charges, assessments, damages, liabilities, obligations, fines and penalties, including all reasonable costs incurred investigating, defending or negotiating the settlement or resolution of any demand, lawsuit, action, or proceeding, and specifically including reasonable legal and other professional fees and expenses on a "full indemnity", "solicitor and his own client" or comparable basis, regardless of whether the foregoing arise in, under or by virtue of common law, equity or other applicable law, contract, negligence, strict liability, breach of duty or otherwise;

"Party" or "Parties" is the Agent and the Municipality;

"Municipality" is the Corporation of the Municipality of Arran-Elderslie;

"Renewal Term" is a renewal term of 3 years;

**"Term"** is the Initial Term together with any subsequent Renewal Terms, until this Agreement is terminated in accordance with Section 14;

"Termination Date" is the date this Agreement terminates in accordance with Section 14; and,

"**Third Party Fire Departments**" is a fire department, fire brigade, persons and/or equipment that are not part of the Fire Department.

#### 2. TERM

The term of this Agreement will begin as of the date first written above and continue for the period of the Initial Term and will automatically renew for successive Renewal Terms upon the expiry of the Initial Term or any preceding Renewal Term unless this Agreement is terminated in accordance with Section 14.

#### 3. APPOINTMENT

The Municipality hereby appoints the Agent as its exclusive agent during the Term of this Agreement for the purpose of filing, on behalf of the Municipality, all Claims with insurers and to recover from any insurers on their behalf, any proceeds of insurance which are recoverable in accordance with the terms of any Insurance Policies of an owner or the tenant at any Incident Site.

#### 4. AGENT OBLIGATIONS

During the Term of the Agreement, the Agent agrees:

- (a) To proceed diligently to prepare and file Claims with the insurer of the incident sites on behalf of the Municipality upon receipt of the Incident Reports from the Fire Department;
- (b) To establish and maintain a non interest bearing trust account to receive and hold any Emergency Cost Recovery Proceeds in trust on behalf of the Municipality (which proceeds may be comingled with the proceeds recovered for other municipalities and/or fire departments, for which Agent is providing similar services);
- (c) To remit on a quarterly basis or such period as agreed to between the Agent and the Municipality, the Emergency Cost Recovery Proceeds to the Municipality, less any Agency Fee, and Agency Fee Taxes deducted in accordance with Sections 6 and 7.
- (d) To deliver a statement to the Municipality providing reasonable detail in regards to the amounts being remitted for the applicable period; and
- (e) To maintain complete, detailed and adequate books and records pertaining to Claims and Emergency Cost Recovery Proceeds.

#### 5. MUNICIPALITY'S OBLIGATIONS

During the Term of the Agreement, the Municipality agrees:

- (a) on a monthly basis or such period as agreed to between the Municipality and Agent, to provide the Agent with all the completed Incident Reports relating to its attendance at all Incident Sites during the period, setting forth in reasonable detail the services provided and the costs and expenses incurred by the Fire Department in attending such Incident Sites and providing information as to the applicable insured, the insurance company and the policy number of the Incident Site, if available;
- (b) in accordance with the Insurance Policies, ensure that the Emergency Cost Recovery Proceeds that are remitted to the Fire Department are used by the Fire Department for its own purposes, which purposes may include but not be limited to the following:
  - (i) the purchase of equipment for the Fire Department

- (ii) the provisions of training and education to the firefighters of the Fire Department; and/or
- (iii) the purchase and/or provision of materials and equipment for fire inspection, fire prevention and public education programs;
- (c) if requested, to provide the Agent with documentation evidencing that the Fire Department is the sole beneficiary of any Emergency Cost Recovery Proceeds that have been remitted to the Municipality in accordance with Section 4; and
- (d) to the extent the Municipality or the Fire Department is paid or receives Emergency Cost Recovery Proceeds directly from the insurer under the Insurance Policy, or from the owner or tenant of an Incident Site (as a result of such owner or tenant receiving the Emergency Cost Recovery Proceeds directly from the insurer under the Insurance Policy), the Municipality agrees that it shall promptly remit payment of the Agency Fee that is payable to the Agent in relation to such Emergency Cost Recovery Proceeds (as determined in accordance with Section 6) and will provide the Agent with copies of all communications and notices received from the insurer under the Insurance Policy in relation to such Emergency Cost Recovery Proceeds for the Agent's own records.

#### 6. AGENCY FEE

In consideration for the services provided by the Agent pursuant to this Agreement, during the Initial Term, the Agent will be entitled to a fee equal to thirty (30%) of all Emergency Cost Recovery Proceeds (the **"Agency Fee"**). The Agent will be entitled, on a monthly basis, to invoice the Municipality for the Agency Fee accrued in respect of the previous month Emergency Cost Recovery Proceeds and to deduct the Agency Fee from the Emergency Cost Recovery Proceeds. The Agent shall not be entitled to any further consideration from the Municipality or the Fire Department. The amount of the Agency Fee shall be negotiated by the Parties for any Renewal Terms.

### 7. TAXES

It is understood by the parties that the Agency Fee is exclusive of all taxes, duties and other charges (including any GST, HST or other value added taxes), ("**Agency Fee Taxes**"), applicable to the services provided by the Agent hereunder. The Agent shall withhold and deduct from the Emergency Cost Recovery Proceeds that are to be remitted to the Fire Department, any Agency Fee Taxes, and all such Agency Fee Taxes will be remitted to the applicable government agency, as and when required.

#### 8. INTELLECTUAL PROPERTY

The Municipality agrees and acknowledges that any Intellectual Property of the Agent, including but not limited to any software, trade-names, trade-marks, and copyrighted materials and confidential procedures for recovering funds for Fire Departments and any of the foregoing as it relates to Indemnification Technology® are the property of the Agent, and the Municipality has no rights to this Intellectual Property as a result of this agreement or otherwise.

#### 9. AUDIT

The Municipality has the right to audit, at its own expense, the records and accounts, during reasonable business hours and on advance written notice to the Agent; and, for up to twenty-four (24) Months from the end of the calendar year to which the records and accounts relate.

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### 10. UNRECOVERABLE EXPENSES

No action will be undertaken by the Agent to collect any proceeds or file any Claims on behalf of the Municipality. The Fire Department will only be entitled to receive Emergency Cost Recovery Proceeds actually recovered by the Agent on behalf of the Municipality. The Municipality, at its own discretion, may elect to enforce the payment of the Emergency Cost Recovery Proceeds not recovered by the Agent through powers granted by their By-Laws or through litigation. Unless prior arrangements have been made on a specific file.

#### 11. INCIDENTS ATTENDED TO BY OTHERS

It is acknowledged by the Parties that in certain instances, in addition to the Fire Department, other fire departments or other emergency personnel ("**Third Party Fire Departments**") may attend at an Incident Site and whose costs and expenses incurred as result of attending and providing emergency services at such Incident Site may also be recoverable under the Insurance Policies of the owner(s) or tenant(s) of such Incident Site. In such cases:

- (a) the Municipality acknowledges that the Emergency Cost Recovery Proceeds recovered in respect of such Incident Site may have to be shared with the Third Party Fire Departments, and Agent makes no representation and will not be required to take any action to determine the appropriate allocation of such Emergency Cost Recovery Proceeds between the Fire Department and the Third Party Fire Departments.
- (b) the Municipality shall negotiate an appropriate allocation of the Emergency Cost Recovery Proceeds with the Third-Party Fire Departments. If the Municipality and the Third Party Fire Departments are unable to agree to an appropriate allocation within a reasonable time, then Agent may, in its sole discretion but without obligation to do so, and on notice to Municipality, commence interpleader or a similar action or proceeding in connection with any dispute in relation to allocation of the Emergency Cost Recovery Proceeds and pay the Emergency Cost Recovery Proceeds into court, whereupon the Agent shall be released from any further obligations in respect of such Emergency Cost Recovery Proceeds and the Municipality shall indemnify and hold harmless the Indemnitees from any dispute arising with respect to such Emergency Cost Recovery Proceeds whether the Agent is acting as agent on behalf of the Third Party Fire Departments to the dispute or otherwise.

#### 12. LIMIT ON LIABILITY

Other than Emergency Cost Recovery Proceeds actually recovered, the Agent will not be liable to the Municipality for any costs and expenses incurred as a result of the Fire Department attending and providing emergency services at an Incident Site which it was unable to recover through the Insurance Policies of the owner or tenant of such services

#### 13. INSURANCE & IDEMNIFICATION

The Municipality agrees to indemnify and hold harmless the Indemnitees from and against any and all Losses that may be imposed on, incurred by, or asserted against, the Indemnitees or otherwise, in connection with the performance of its duties under this Agreement or any actions or inactions taken by the Fire Department or Municipality in connection with this Agreement, including as a result of any claims: (i) from insurers as a result of inaccuracies, misrepresentations or fraud in any of the Incident Reports and other information provided to Agent for the purpose of filing Claims; and (ii) from Third Party Fire Departments claiming rights to any Emergency Cost Recovery Proceeds that have been disbursed to the Fire Department. The foregoing liability and indemnification by Municipality shall not apply where the Losses arise from the Agent's gross negligence fraud or willful misconduct.

- (a) During the Term (and any renewal thereof as applicable) of this Agreement, the Agent shall procure and maintain an errors and omissions insurance policy of not less than five million dollars (\$5,000,000.00) coverage. The deductible shall not exceed twenty-five thousand dollars (\$25,000.00).
- (b) The Agent shall carry a Commercial Blanket Bond with an amount no less than Fifty Thousand Dollars (\$50,000.00) that protects both the Agent and the Municipality with respect to any loss resulting from dishonesty, disappearance, destruction and Forgery act(s) arising from the work being performed by the Agent under this Agreement on behalf of the Municipality.
- (c) The Agent shall, at their expense obtain and keep in force during the term of the Agreement, Commercial General Liability Insurance in an amount not less than five million dollars (\$5,000,000.00) per occurrence and five million (\$5,000,000.00) in the aggregate. This policy shall contain products and completed operations coverage, Non-owned automobile coverage, and coverage for claims resulting from Technology Network risks such as data breaches, unauthorized access, theft of confidential information, invasion of privacy, intellectual property infringement such as copyright, trademarks, service marks and trade dress. The deductible shall not exceed twenty-five thousand dollars (\$25,000.00). The Municipality has the right to request, at any time confirmation of the insurance coverages and that the policy is in force.

#### 14. TERMINATION

Notwithstanding Section 2, this Agreement will terminate with 30 days' written notice by either Party (the "**Termination Date**"), provided that if this Agreement is terminated (other than as a result of a material breach of this Agreement by the Agent), the Agent shall be entitled to continue filing all Claims and collecting Emergency Cost Recovery Proceeds, for any incidents attended to by the Fire Department at Incident Sites which occurred prior to the date of the Termination Date of this Agreement, and such filings and recoveries shall remain subject to the terms and conditions of this Agreement. The Municipality or the Fire Department shall not make claims in respect of any incidents attended to by the Fire Department which occurred prior to the Terminate Date. The covenants set forth in this Section 14 shall survive the termination of this Agreement.

#### 15. NOTICES

All notices, communications, statements and payments which may be required or permitted under this Agreement will be in writing and sent by registered mail, courier services, or transmitted by facsimile or other electronic means which produces a physical copy. Any party may change its address by notice to the other parties.

The addresses of the parties pursuant to this Section 15 are as follows:

#### If to the Municipality:

Municipality of Arran-Elderslie 1925 Bruce Road 10 Box 70 Chesley, ON N0G 1L0 Phone: 519.363.3039

Attention: Christine Fraser-McDonald, Clerk

#### If to the Agent:

Fire Marque Inc. P.O. Box 2018, Thornton, ON L0L 2N0 Phone: 1-855-424-5991 or 705-424-5991 Fax: 705-424-5702

Attention: Ted K. Woods

#### 16. SEVERABILITY

If any provision of this Agreement is determined to be illegal, invalid or unenforceable by an arbitrator or any court of competent jurisdiction from which no appeal exists or is taken, that provision will be severed from this Agreement and the remaining provisions will remain in full force and effect.

#### 17. ARBITRATION

All disputes, controversies and disagreements with respect to this Agreement, or any matter arising under or in connection with this Agreement, shall be finally settled by arbitration. Arbitration shall be conducted as follows:

- (a) the reference shall be to a single arbitrator appointed in accordance with the *Arbitration Act*, 1991, S.O. 1991, C. 17, as amended;
- (b) the decision of the arbitrator shall be final, conclusive and binding upon all parties;
- (c) unless otherwise determined by the arbitrator, the Parties shall pay an equal portion of the fees and expenses of the arbitrator;

- (d) the *Arbitration Act*, 1991, S.O. 1991, C. 17 shall apply to and govern each such reference to arbitration; and
- (e) All arbitrations shall be conducted in Barrie, Ontario or in a location suitable to both parties.

#### 18. GOVERNING LAW

This Agreement is governed by, interpreted and enforced in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in the province. Subject to Section 17, each of the Parties irrevocably attorns to the exclusive jurisdiction of the Courts of Ontario.

#### 19. WAIVER

No waiver of any provision of this Agreement constitutes a waiver of any other provision.

#### 20. ENTIRE AGREEMENT

Except as stated herein, this Agreement constitutes the entire agreement between the Parties concerning the subject matter hereof and, during the term hereof, supersedes all prior written or verbal agreements concerning such subject matter.

#### 21. AMENDMENTS

Amendments to this agreement shall be in writing and be executed by the Parties. If agreed in writing by both Parties to this agreement an amendment shall form a part of this Agreement.

#### 22. ASSIGNMENT

Neither this Agreement nor any of the rights or obligations under this Agreement are assignable or transferable by a Party without the prior written consent of the other Party, provided that nothing herein shall prevent The Agent from assigning this Agreement or any of its rights or obligations to an affiliate of The Agent, provided that the Agent agrees to remain liable to the Municipality for the obligations of such transferee affiliate.

#### 23. ENUREMENT

This Agreement shall be binding upon and enure to the benefit of the Parties and their respective successors.

#### 24. COUNTERPARTS

This Agreement may be executed and delivered in any number of counterparts (including by facsimile or other electronic transmission) and all counterparts taken together constitute one and the same instrument.

#### 25. LEGAL RELATIONSHIP

In this Agreement nothing gives rise to an employment relationship for the provision of services between the Municipality and Agent. The Parties expressly acknowledge that they are independent and neither an employer-employee relationship is intended or created by this Agreement.

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#### 26. COLLECTION AND DISCLOSURE OF PRIVATE INFORMATION

Any information collected by the Agent and Municipality pursuant to this Agreement is subject to, and shall be handled in accordance with, the provisions of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56 as amended and the Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. F.31, as amended.

#### 27. LAWS

The Municipality and Agent, its employees and representatives, if any shall at all times comply with any and all applicable federal, provincial and municipal laws, ordinances, statues, rules, regulations and orders in respect of the performance of this Agreement.

#### 28. CONFIDENTIALITY

The Agent shall hold confidential and not disclose or release to any person other than the Agent and Municipality at any time during or following the term of this Agreement, except where required pursuant to the provisions of the Municipal Freedom of information and Protection of Privacy Act and/or the Personal Information Protection & Electronic Documents Act (PIPEDA), any information or document that identifies any individual or the nature and extent of services received by any individual without obtaining written consent of the Municipality prior to the release or disclosure of such confidential information. The Agent shall be entitled to disclose publicly the fact that the Municipality and/or the Fire Department are clients of the Agent.

#### 29. CONFLICT OF INTEREST

The Agent shall disclose to the Municipality without delay any actual or potential situation that may be reasonably interpreted as either a conflict of interest or a potential conflict of interest, or breach of law in relation to this Agreement. A breach of this Section by the Agent shall entitle the Municipality to terminate this Agreement in addition to any other remedies that the municipality may have in law or equity.

#### [Remainder of this page left intentionally blank]

#### [Municipality of Arran-Elderslie]

By:

Name: Steve Hammell Title: Mayor

By:

Name: Christine Fraser-McDonald Title: Clerk

### FIRE MARQUE INC.

By:

Name: Title:

By:

Name: Title:

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## **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 07-2023

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 \$50,000.00 to be repaid with interest by means of rates hereinafter imposed;

The council, persuant 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.

2. That By-Law Number 02-2023 is hereby rescinded..

First Reading 2023-Jan-3 yyyy/mm/dd	0				
Second Reading <u>2023-Jan-3</u> yyyy/mm/dd	0_				
Provisionally adopted this30	_ day of <u>January</u> , <u>_</u>	2023			
Steve Hammell Name of Head of Council	Signature				
<u>Christine Fraser-McDonald</u> Name of Clerk	Signature				
Third Reading2023-Jan-3	0				
Enacted this <u>30</u>	day of January ,	2023			
Steve Hammell Name of Head of Council	Signature				
Obvicting Evenes McDanald		Corporate Seal			
Christine Fraser-McDonald Name of Clerk	Signature				
I, Christine Fraser-McDonald	, Clerk of the Corporation of the _	Municipality			
of <u>Arran-Elderslie</u> duly passed by the council of the Corpora		e above by-law was			
Christing Freger McDanold		Corporate Seal			
Christine Fraser-McDonald Name of Clerk	Signature				

Property Owner Information*			Description of Land Parcel to Whic Repayment Charge Will be Levi		Sum to be loaned \$	Annual rate to be imposed \$
Maxwell, George D	0	0	Lot: LOT 8 PT LT 7 Con: 4			
-	-			2023-Feb-01	\$ 50,000.00	\$ 6,793.
816 Conces	sion 2, RR3	Chesley ONT	Roll #: 4103 380 003 0	00700		
0	0	0	Lot: Con:			
-	-					
			Roll #:			
0	0	0	Lot: Con:			
-	-					
			Roll #:			
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			Roll #:			

The Corporation of the Municipality of Schedule 'A' to By-law Number

07-2023

Arran-Elderslie

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.

## THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

## **BY-LAW NO. 08-2023**

## BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE REGULAR COUNCIL MEETING OF THE MUNICIPALITY OF ARRAN-ELDERSLIE HELD JANUARY 30, 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 30, 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 30, 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.

\*\*\*\*

READ a FIRST and SECOND time this 30th day of January, 2023.

READ a THIRD time and finally passed this 30th day of January, 2023.

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk