



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

AGENDA

Meeting No. 7-2023
Monday, March 27, 2023, 9:00 a.m.
Council Chambers
1925 Bruce Road 10, Chesley, ON

	Pages
1. Call to Order	
2. Mayor's Announcements (If Required)	
3. Adoption of Agenda	
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5. Unfinished Business	
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10. Delegations	

10.1 Maxwell Johnston - Paisley Blues Festival

Paisley Blues Festival will be spending over \$50,000 on Artists Performance fees alone in 2023. Admission to the festival is "by donation", with donations and other proceeds going to the Paisley Splash Pad Committee. Paisley Blues Festival feels that high quality live music should be accessible to everyone, regardless of financial situations. As other festivals continue to get more and more expensive, we keep bucking that trend, offering a truly "inclusive" event for the region. Our "high quality" offering of Artists in 2023 include 3 Juno award winners, 2 Juno award nominees, 1 International Blues Challenge winner, 1 International Blues Challenge finalist, 1 Rock and Roll Hall of Fame Inductee, 3 Maple Blues award winners, plus other Artists.

Last week, Paisley Blues Festival was once again named one of the Top 100 Festivals and Events in Ontario. Other Bruce County Festivals also on this prestigious list include Port Elgin Pumpkinfest, Kincardine's Lighthouse Blues Festival, and Lucknow's Music in the Fields.

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

22. Confirming By-law

22.1 By-law 24-2023 - Confirming By-law

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23. Adjournment

24. List of Upcoming Council meetings

April 11, 2023

April 24, 2023

May 8, 2023

May 23, 2023

Proposed Notice of Motion

Moved By: Councillor Steinacker

Seconded By: Deputy Mayor Shaw

Be it resolved that the *Municipal Act, 2001, s 222 (1)* states that “without limiting sections 9, 10 and 11, those sections authorize a municipality to divide or redivide the municipality into wards or to dissolve the existing wards.

That the Municipality of Arran-Elderslie currently utilizes the ward system for the election of municipal officials; and

That the current ward system establishes representation of one elected official from each of the five (5) wards, a Mayor and Deputy Mayor who are elected at large; and

An eligible elector in Arran-Elderslie is entitled to vote for the Mayor, Deputy Mayor and the Councillor in the ward in which the voter resides; and

An at-large election would allow an eligible voter to vote for whomever they choose of the eligible candidates for the five Councillor seats as well as the Mayor and Deputy Mayor.

Now therefore, Council directs staff to fully review the reasons for dissolving the wards and to bring back a report at a future Council meeting in 2023.



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

MINUTES

Meeting No. 6-2023
Monday, March 13, 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
 Christine Fraser-McDonald - Clerk
 Julie Hamilton - Deputy Clerk
 Scott McLeod - Public Works Manager
 Tracey Neifer - Treasurer
 Carly Steinhoff - Recreation Manager
 Pat Johnston - Chief Building Official - Present Electronically
 Steve Tiernan - Fire Chief

1. Call to Order

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

2. Mayor's Announcements (If Required)

Mayor Hammell noted that March is Irish History Month. The Community Guide and Spring Newsletter will be available at the end of March. On April 1st, there is a rally to save the Chesley Hospital.

3. Adoption of Agenda

Council passed the following resolution:

74-06-2023

Moved by: Councillor Nickason

Seconded by: Deputy Mayor Shaw

Be It Resolved that the agenda for the Council Meeting of Monday, March 13, 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 February 27, 2023 Council Minutes

Subsequent to further discussion, Council passed the following resolution:

75-06-2023

Moved by: Councillor Nickason

Seconded by: Councillor Dudgeon

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held February 27, 2023.

Carried

6.2 March 7, 2023 Special Council Minutes

Subsequent to further discussion, Council passed the following resolution:

76-06-2023

Moved by: Councillor Steinacker

Seconded by: Councillor Penner

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Special Council Session held March 7, 2023.

Carried

7. Business Arising from the Minutes

None.

8. Minutes of Sub-Committee Meetings

8.1 SMART Board Minutes - February 3, 2023

Subsequent to further discussion, Council passed the following resolution:

77-06-2023

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council receives the SMART Board Minutes of February 3, 2023 for information purposes.

Carried

8.2 Paisley Fire Hall Subcommittee Minutes - January 18, 2023

Subsequent to further discussion, Council passed the following resolution:

78-06-2023

Moved by: Councillor Dudgeon

Seconded by: Councillor Penner

Be It Resolved that Council receives the Paisley Fire Hall Subcommittee Minutes of January 18, 2023 for information purposes.

Carried

8.3 Paisley Fire Hall Subcommittee DRAFT Minutes - March 8, 2023

Subsequent to further discussion, Council passed the following resolution:

77-06-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Dudgeon

Be It Resolved that Council receives the Paisley Fire Hall Subcommittee Draft Minutes of March 8, 2023 for information purposes.

Carried

9. Public Meeting(s)

None.

10. Delegations

10.1 Crime Stoppers of Grey Bruce - Peter Reid, President

Peter Reid of Crime Stoppers of Grey Bruce noted that Council had their letter in their Council package.

The Crime Stoppers program has a single full-time employee and they are asking from the Municipality to contribute \$2,500 per year to cover that

employee's wage for a two year commitment. They are looking for a long-term commitment from the Municipalities.

Council thanked Mr. Reid for this presentation.

11. Presentations

None.

12. Correspondence

12.1 Requiring Action

12.1.1 Chesley Hospital Community Support Request

Subsequent to further discussion, Council passed the following resolution:

78-06-2023

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be it Resolved that Council hereby waives the "Unlicensed Hall Rental Fee" for the Chesley Community Centre for the Chesley Hospital Community Support Rally on April 1, 2023 in the amount of \$308.47 (including HST).

Carried

12.1.2 Paisley Blues Festival Request for Community Centre Rental Reduction

Council requested that Mr. Johnston attend at the next Council meeting regarding his request and to recognize his achievement as one of the top 100 festivals in Ontario.

Subsequent to further discussion, Council passed the following resolution:

79-06-2023

Moved by: Councillor Dudgeon

Seconded by: Councillor Hampton

Be it Resolved that Council approves in that the Paisley Community Centre facility be rented for the Paisley Blues Festival Event being held June 2,3,4, 2023 at an amount sufficient to cover the municipality's expenses in an amount to be determined following the completion of the event provided that the profits from the event be donated back to municipal initiatives or community events.

Tabled

12.2 For Information

Subsequent to further discussion, Council passed the following resolution:

80-06-2023

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

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 South Gate Resolution of Support for Arran-Elderslie's Resolution re: tile drain loans

12.2.2 Township of Chatsworth Resolution of Support for Arran-Elderslie's Resolution re: tile drain loans

12.2.3 Media Release - Funding Awards for Lake Huron Forever Projects

12.2.4 Grey Sauble Conservation Authority Board Minutes - December 21, 2022

12.2.5 Paisley Blues Festival

13. Staff Reports

13.1 CAO/Clerks

CAO Sylvia Kirkwood discussed the branding for Chesley and Tara. There were 448 votes. They will be reviewing the comments and the next steps will be released to the public shortly.

13.1.1 SRCAO.2023.02 – Memo to Council

CAO Sylvia Kirkwood discussed her report with Council.

Council directed staff to continue to keep the Municipal Innovation Council (MIC) funds in the budget until such time that it has been decided what the future plans will be with MIC. Direction will be given to staff at a later date as to whether to release the funds or not.

13.2 Finance

13.2.1 SRFIN.23.11 BDO Audit Planning Report for 2022

Treasurer Tracey Neifer discussed her report with Council.

Subsequent to further discussion, Council passed the following resolution:

81-06-2023

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council hereby,

1. Accept the audit plan as prepared by BDO Canada LLP for the year ending December 31, 2022; and
2. That Council approves the fee increase of \$4,000 for IS Audit Costs and \$3,650 for One-time Fee for Canadian Audit Standard 315R Implementation.

Carried

13.2.2 SRFIN.23.11 2023 Operating Budget – Software Licensing and IT Support

Treasurer Tracey Neifer discussed her report with Council for information purposes.

13.3 Public Works

13.3.1 SRW.23.04 2023 Supply and Apply Gravel Tender

Works Manager Scott McLeod discussed his report with Council.

Subsequent to further discussion, Council passed the following resolution:

82-06-2023

Moved by: Councillor Hampton

Seconded by: Councillor Penner

Be It Resolved that Council hereby;

1. Award the 2023 Supply and Apply tender contract to Walker Industries for a total cost of \$595,285 inclusive of taxes;
2. That 7,900 tonne of A-gravel and 18,000 tonne of 7/8 quarry with a total cost of \$482,937.98 be financed from account #01-2516-4328 Gravel-Contracts Resurfacing;

3. That 3,600 tonne of A-gravel at a total cost of \$53,134.97 be financed from account 21-TRANS-0002 Sideroad #15 Roadway; and
4. That the award of the 2023 Supply and Apply Gravel Tender be given pre-budget approval.

Carried

13.3.2 SRW.23.05 Municipal Engineering History

Works Manager Scott McLeod discussed his report with Council.

Subsequent to further discussion, Council passed the following resolution:

83-06-2023

Moved by: Councillor Dudgeon

Seconded by: Councillor Nickason

Be It Resolved that Council hereby,

1. Directs that all tendering and procurement processes associated with specialized projects be administered externally by the respective project engineer as deemed appropriate to the circumstances, with the final results being brought forward to Council for final approval;
2. That in accordance with Article 4 of the Procurement Policy, Council waives the requirement to issue a request for proposal for consulting services for 2023;
3. That the following consulting firms be acknowledged as Vendor of Record for 2023:
 - a. Cobide Engineering – Hanover
 - b. GM Blueplan – Owen Sound
 - c. BM Ross and Associates Limited – Goderich
 - d. WSP – Owen Sound
 - e. GSS Engineering Consultants Ltd. – Owen Sound; and
4. That Staff works with the Vendors to ensure appropriate contracts or agreements are in place for current projects.

Carried

13.4 Building/Bylaw

13.4.1 SRDPCLK.23.01 By-Law Enforcement – 2022 Annual Year End Update & Remedial Clean Up Services

Administrative Assistant/Deputy Clerk Julie Hamilton, on behalf of Chief Building Official Pat Johnston, discussed the report with Council.

13.5 Facilities, Parks and Recreation

13.5.1 SRREC 23.04 Paisley Community Centre – 2nd Floor Library and Multi- Purpose Recreation Space

Carly Steinhoff, Park, Facilities and Recreation Manager presented her report to Council.

Council requested that a Municipal Representative attend the next Library Board meeting to discuss the recommendations of this report.

Subsequent to further discussion, Council passed the following resolution:

84-06-2023

Moved by: Councillor Dudgeon

Seconded by: Councillor Hampton

Be It Resolved that Council hereby,

1. Recommend to proceed with a Request for Proposal (RFP) for the renovation of the 2nd Floor of the Paisley Community Centre to include space for the Paisley Library and multi-purpose recreational space to an upset limit of \$453,863 from 21-RECC-0013;
2. Support the submission of an application to the Building Communities Through Arts and Heritage - Legacy Fund if it is determined that the renovated Community Centre 2nd Floor Library/Recreational space is an eligible project; and
3. Provide a copy of this report and recommendations to Bruce County.

Carried

13.6 Emergency Services

Fire Chief Steve Tiernan updated Council regarding a \$15,000 grant application for radios through Firehouse Subs. It is due on March 16, 2023.

Subsequent to further discussion, Council passed the following resolution:

13.6.1 SRFIRE.23.02 Fire Department Command Response Unit

Fire Chief Steve Tiernan discussed his report with Council.

Subsequent to further discussion, Council passed the following resolution:

85-06-2023

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council hereby,

1. Provides pre-budget approval for the purchase of a 2019 Chevrolet 4X4 Crew Cab from Morrows Sales and Service Chesley, Ontario, for the purchase price of \$43,000.00 plus applicable taxes, to be used as the Arran-Elderslie Fire & Emergency Services command/response unit;
2. That Council approves \$3,000.00 for the upfit for the emergency lighting/siren, and reflective package to meet NFPA 1901 "Standard for Automotive Fire Apparatus";
3. In accordance with Article 4 of the procurement policy, Council waives the requirement to issue a request for proposal for Items 1 & 2;
4. That the purchase be financed by the Fire Station's reserves, \$41,458 and the Township of Chatsworth \$5,352.

Defeated

86-06-2023

Moved by: Councillor Dudgeon

Seconded by: Councillor Nickason

Be It Resolved that Council hereby,

1. Directs that the Arran-Elderslie Fire and Emergency Services command/response unit be acquired by the purchase of the used 2019 Dodge Ram from the Building Department for its current value; and
2. That Council approves \$3,000.00 for the upfit for the emergency lighting/siren, and reflective package to meet NFPA 1901 "Standard for Automotive Fire Apparatus" and the funds of such be removed from the appropriate fire department reserves; and

3. That the funds from the fire and emergency services department for the purchase of the truck be deposited into the Building Reserves; and
4. That the Building department be permitted to issue a tender for the purchase of a new vehicle with the cost being financed from the Building Reserves.

Carried

13.7 Economic Development and Planning

None.

14. Notice of Motion

Councillor Steinacker noted that he will be bringing forward a Notice of Motion to the March 27, 2023 Council meeting regarding an "at large" election.

15. Members Updates

Shaw:

Deputy Mayor Shaw noted that she judged the Paisley Legion speech competition.

Hampton:

Councillor Hampton noted that he will be attending the Ridgeway Metal Forming Anniversary. He also asked if Council could attend the hospital rally in April 1st.

Dudgeon:

Councillor Dudgeon thanked staff for all the work with the budget and various projects being completed.

Steinacker:

Councillor Steinacker attended various meetings regarding the new Tara logo, will be attending a Safe Community meeting and will be attending the hospital rally.

Penner:

Councillor Penner received a complaint and directed them to the website and the municipal Facebook page.

Nickason:

Councillor Nickason attended the Wind Turbine meeting and attended the Hamilton Street Construction project.

Hammell:

Mayor Hammell will be meeting with MPP Rick Byers regarding the Chesley Hospital, he will be attending the Ridgeway Metals Forming Anniversary as well as recognizing three new Chesley businesses.

16. New Business

16.1 Municipal Office Lower Level Renovation

Clerk Christine Fraser-McDonald noted that a motion had been passed on February 13, 2023 to accept the proposal from Domm Construction for the Municipal Office Lower Level renovation.

Part of this resolution included additional funds for this renovation being financed by the OPG Reserve # 7143. Since this time it has been reviewed by staff and staff is requesting that this renovation now be financed by the Municipal Building Maintenance Reserve #7212. This would free up funds for the purchase of the Fire Department Command Response Unit.

Staff is requesting that Resolution No. 49-03-2023 be rescinded and replaced with the following motion.

Subsequent to further discussion, Council passed the following resolution:

87-06-2023

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council hereby rescinds Resolution 49-03-2023 and replaces it with the following:

1. Accept the proposal from Domm Construction Ltd. in the amount of \$59,004.08, inclusive of applicable taxes for the Municipal Office Lower-Level Renovation;
2. To authorize 2023 pre-budget approval for the additional costs associated with this project; and
3. That the additional funds requested in 2023 of \$50,000 be financed from the Municipal Building Maintenance Reserve \$ 7212.

Carried

16.2 Arran-Elderslie Student Pay Grid

CAO Sylvia Kirkwood discussed the Student Pay Grid with Council.

Subsequent to further discussion, Council passed the following resolution:

88-06-2023

Moved by: Councillor Dudgeon

Seconded by: Councillor Penner

Be it Resolved that Council hereby endorses the Arran-Elderslie Student Pay Grid as presented.

Carried

16.3 Endorse 2023 Operating and Capital Budget

Subsequent to further discussion, Council passed the following resolution:

89-06-2023

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be it Resolved that Council hereby endorses the 2023 Operating and Capital Budget, inclusive of a 6% tax rate increase, and further directs staff to bring back an adopting by-law and tax rate by-law at the next Council meeting.

Carried

17. By-laws

17.1 By-law 14-2023 - Adopt Local Official Plan Amendment No. 12

Subsequent to further discussion, Council passed the following resolution:

90-03-2023

Moved by: Councillor Dudgeon

Seconded by: Councillor Hampton

Be It Resolved that By-law No. 14-2023 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 14-2023 being a By-law to adopt Amendment No. 12 to the Municipality of Arran-Elderslie Official Plan for lands described as GEORGE W/S LOT PT 11 RP;3R3103 PART 2 (Village of Paisley), Municipality of Arran-Elderslie, 324 Balaklava Street to allow for the development of two residential buildings, each containing four (4) units.

And further that the Clerk forward the adopted Amendment together with the necessary supporting documentation to the County of Bruce for final approval.

Carried

17.2 By-law 15-2023 - Zoning By-law Amendment - Woods Morley

Subsequent to further discussion, Council passed the following resolution:

91-06-2023

Moved by: Councillor Dudgeon

Seconded by: Deputy Mayor Shaw

Be It Resolved that By-law No. 15-2023 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 15-2023 being a By-law to rezone George W/S Part Lot 11, Registered Plan 3R-3103, Part 2 (Village of Paisley), Municipality of Arran-Elderslie, 324 Balaklava Street to change from 'Residential: Low Density Multiple (R2)' ZONE to 'Residential: Medium Density Multiple Special R3-15-2023-a and 'Residential: Medium Density Multiple Special R3-15-2023-b' zones.

Carried

17.3 By-law 17-2023 - Establish a Council Code of Conduct

Subsequent to further discussion, Council passed the following resolution:

92-06-2023

Moved by: Councillor Hampton

Seconded by: Councillor Steinacker

Be It Resolved that By-law No. 17-2023 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 17-2023 being a By-law to establish a Code of Conduct for the members of the Council of the Municipality of Arran-Elderslie.

Carried

17.4 By-law 18-2023 - Adopt a Council and Staff Relations Policy

Subsequent to further discussion, Council passed the following resolution:

93-06-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Dudgeon

Be It Resolved that By-law No. 18-2023 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 18-2023 being a By-law to establish a Council and Staff Relations Policy.

Carried

17.5 By-law 19-2023 - Enter into a Contract with James Special Services for Animal Control

Subsequent to further discussion, Council passed the following resolution:

94-06-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Dudgeon

Be It Resolved that By-law No. 19-2023 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 19-2023 being a By-law to enter into a contract with James Special Services to provide canine control for the Municipality of Arran-Elderslie on an ad-hoc basis from April 2, 2023 to September 30, 2023.

Carried

17.6 By-law 22-2023 - Fees and Charges for 2023

Subsequent to further discussion, Council passed the following resolution:

95-06-2023

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 22-2023 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 22-2023 being a By-law to establish Fees and Charges for the Municipality of Arran-Elderslie for 2023.

Carried

18. Closed Session (if required)

None.

19. Resolution to Reconvene in Open Session

None.

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

None.

21. Adoption of Closed Session Minutes

None.

22. Confirming By-law**22.1 By-law 23-2023 - Confirming By-law**

Subsequent to further discussion, Council passed the following resolution:

96-06-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Hampton

Be It Resolved that By-law No. 23-2023 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 23-2023 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, March 13, 2023.

Carried

23. Adjournment

Subsequent to further discussion, Council passed the following resolution:

97-06-2023

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that the meeting be adjourned to the call of the Mayor at 12:22 p.m.

Carried

24. List of Upcoming Council meetings

March 27, 2023

April 11, 2023

April 24, 2023

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

Chesley Lawn Bowling Club
Presentation to Council
Regarding
Approval to Make Grant Application

HISTORY

The Chesley Lawn Bowling is currently in its 125th year of continuous operation. The original greens were on the Main Street of Chesley. In 1919, the land was wanted for a retail outlet, so Major Bell gave the Club the land for its current location. The CLBC has been on this property since 1920. The Club has been an active member of the community since the beginning.

GRANT

The Chesley Lawn Bowling Club (CLBC) is seeking Council approval for Carly Steinoff, Recreation Director, to make a Grant Application for the demolition and reconstruction of the other half of the Club House. The Club has completed a design and the construction drawings for this renovation. We have also received quotes from contractors for this project. The Club is now prepared to move forward.

In 2019, we received a Trillium grant through the Recreation Department to do the first half of the building. Covid-19 interrupted the start and the project was not completed until this past summer. In this half of the project, we created an Accessible washroom and an Accessible entrance to the club house proper.

The reasons for the first renovation was to work on our accessibility issue and to replace the wood flooring which had severe rotting. The second renovation for which we are seeking a grant is to complete the accessibility issue by extending the sidewalk to the road and to replace the remaining wooden flooring which has started to rot and give way in certain areas.

As you may or may not know, the Municipality owns the buildings and the property. The CLBC has a lease agreement with the Municipality where we maintain the property and the buildings. The Club was aware of the accessibility mandate and that was one reason for the rebuilding of the clubhouse. As such, the Club and the Municipality are close to complying with the accessibility mandate on this structure.

BASICS

The Club has received 2 quotes for the demolition and rebuilding of the second half of the building, including the concrete pad and the extended sidewalks. We have received one quote for the electrical work and one quote for the materials list. Also a quote for sod to refinish the disturbed groundwork. Other landscaping will be at the Club's expense.

The grant committee contacted a number of contractors for both the electrical work and the construction. The above mentioned contractors are the ones who followed through. The

materials list quote was done by Hattan's Home Hardware and the sod quote is from Grey Bruce.

The current total (with the lowest construction quote) would be 127,697.36 without HST. The Club understands from the last project that the Municipality does not get a full HST rebate. The CLBC Executive has agreed to a \$4,000.00 project contribution to cover project overages of which the extra HST payment would be part of. And as the project would be about a year after grant approval some costs will likely be greater. Not much goes down in price these days.

From the Municipality with regard to this project, we are seeking three things. 1) The Club is asking that the building permit fees be waived or paid in house. 2) The landfill fees for the current structure to be removed be waived or covered in house. Haulage would also be appreciated. And 3) that the gravel underbed for the concrete slab be provided by the Municipality. The volume of the gravel can only be determined after this half of the building is removed and the contractor begins digging. The Municipality has provided the gravel for several of our previous projects.

Also the hydro pole on the property needs to be moved. It would be too close to the new structure and would be inside the new eave line. We will be contacting Hydro One about moving the pole. Cost of this is yet to be determined.

The last project with the Club and Rec. Department went fairly smoothly. The next project will provide a clubhouse which will have no major problems for the next 50 years or more and it will complete full accessibility to the building.

The In-Kind volunteer labour for this project is estimated to be a minimum of 440 hours of volunteer labour and even at \$15 an hour that would be \$6600.00 of free labour. The pre-start date labour for planning and drawings was only 50 hours. We are well past that estimate at this time.

Any questions will be gladly answered.



FORGING AHEAD

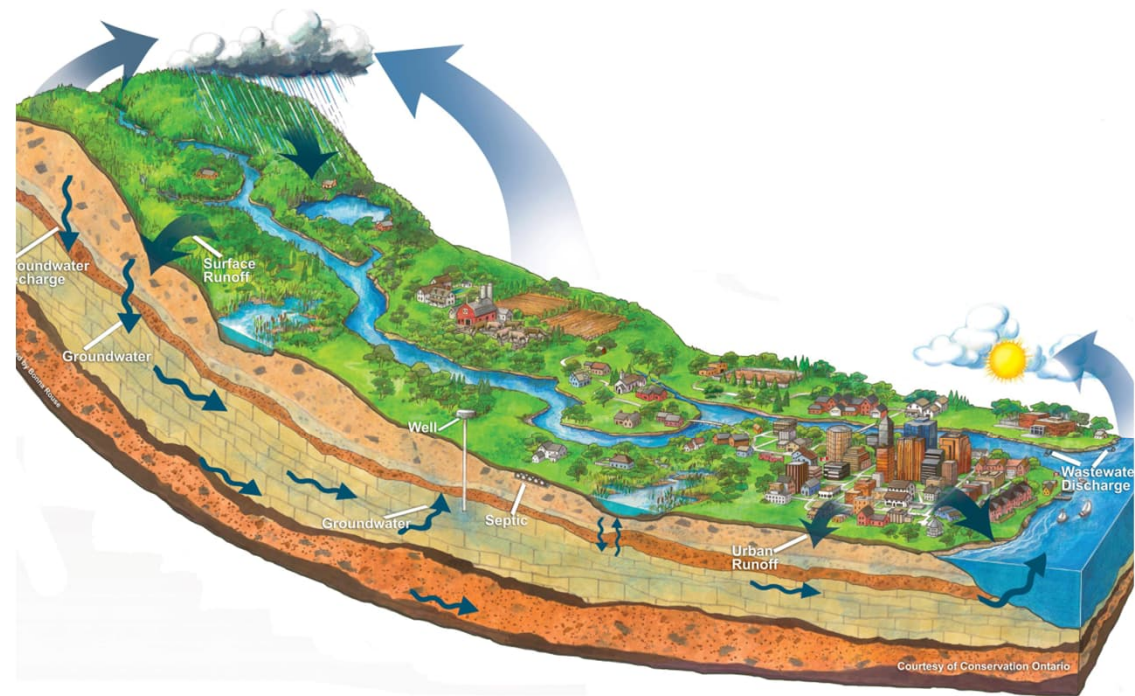
**Grey Sauble Conservation Authority
Programs and Services Inventory and
Future Agreements**

- 8 Member Municipalities
- 11 Board Members (all elected officials)
- > 3100 Square Kilometers
- > 155km of Shoreline
- ~28 Staff (fluctuates seasonally)
- \$3.9M Annual Budget
- GSCA plants or distributes between 50K-100K trees per year into the watershed
- Offers valuable environmental education programming and stewardship opportunities
- Protect people and properties through land-use planning, development review and flood forecasting and warning
- Manage 29,000 acres of natural areas for recreation, natural resources, biodiversity, and ecosystem services

What is a Watershed? Why does it matter?

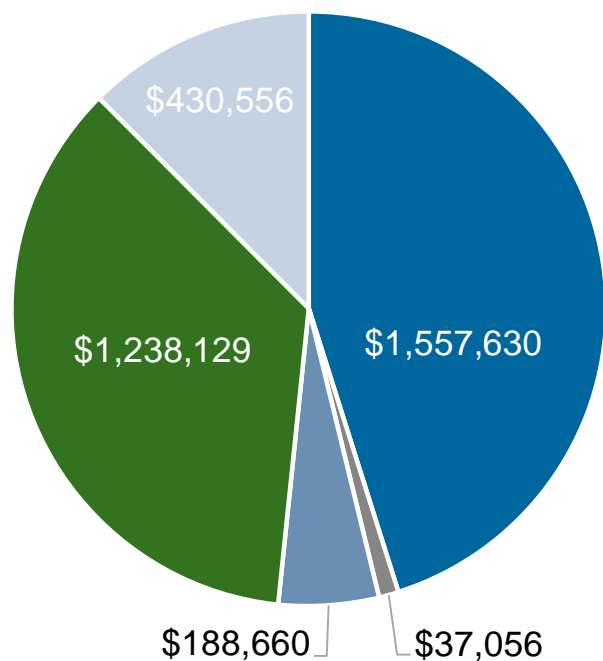
Water flows Downstream...

- A watershed is simply a catchment area
- When rain falls, it either infiltrates, evaporates, or runs off
- What happens on your property might affect your neighbours and vice-versa



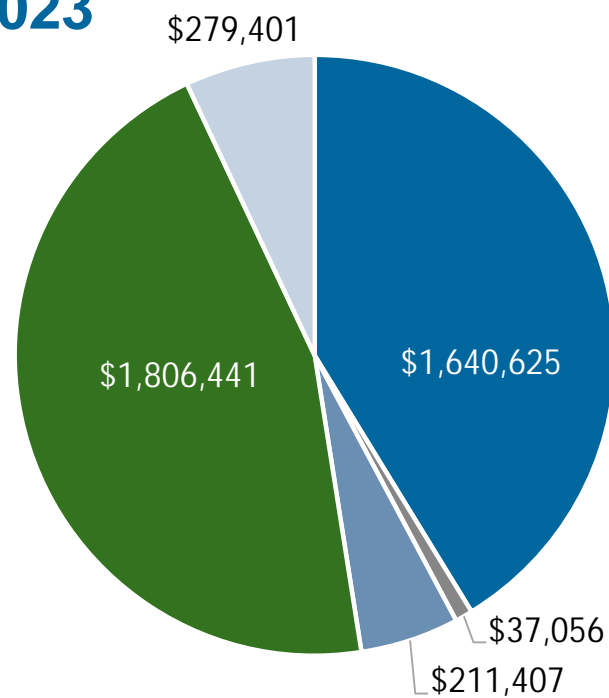
Funding Breakdown

2022



- Municipal Levy
- MECP (DWSP)
- From Reserves and Surplus
- Provincial Transfer
- Self-Generated

2023



A Quick Overview of the Changes to the Conservation Authorities Act

- Mandatory vs. Non-Mandatory Programs
- Changes to Budgeting Process
- Requires Transition Plans, Program/Service Inventories and MOU's



Mandatory v. Non-Mandatory

Program Categories

- Category 1: Mandatory Programs and Services
 - These are programs that must be provided and for which levy can be apportioned.
- Category 2: Municipal Programs and Services
 - These are programs carried out on behalf of a municipality. Costs are determined within service agreement.
- Category 3: Other Programs and Services
 - These are programs that the Authority deems to be advisable to further the purposes of the Act.
- General Operating Expenses
 - Corporate and other operating expenses essential to the organization.

Mandatory v. Non-Mandatory

What is Mandatory?

Through recent changes to the CAA, the Province has defined Mandatory programs as programs and services related to:

- Natural Hazards – Planning, Permitting, Flood Forecasting, Flood and Erosion Control
- Management of CA-Owned Lands – passive and related amenities
- Drinking Water Source Protection
- Other Items Prescribed:
 - Core Watershed-Based Resource Management Strategy
 - Water Quality and Quantity Monitoring



Budget and Apportionment (Levy) Regulation

New Budget Process:

- One regulation incorporates the previous two.
- Weighted collection of levy from all member municipalities for Category 1 programs and general operating expenses/capital costs. Same as existing.
- Municipal Services agreements to define fee for service for Category 2 programs.
- Agreements for Category 3 programs if apportionment required.
- Board approves for circulation, 30-day circulation period, final Board approval.

Transition Plans, Inventories and MOU's

Overview

- Transition Plan defines the timeline for getting agreements in place.
- GSCA's Transition Plan was circulated on December 22, 2021.
- Inventory of Programs and Services defines the work that GSCA does, the cost to provide this work, and Categorization into Category 1, 2, 3 or General Operating Expense.
- GSCA's Inventory of Programs and Services was circulated on January 28, 2022.
- MOU's or Agreements will be required between GSCA and each member municipality by December 31, 2023.



Programs and Services Inventory



Program Area	Program / Service Provision	Program / Service Description	Legislative Reference	Category (1) Mandatory: (2) Municipal; (3) Other	Annual Operating Funding Amount (2023)*	Funding Mechanisms and Percentage of Funding Source (Operating Costs)	Annual Capital Funding Amount (5-Year Average)**	Funding Mechanisms and Percentage of Funding Source (Capital Costs)	Approximate Annual Funding Needs	Agreement Requirements	Comments
Administration, Finance, HR	Corporate Services	Administrative, human resources, employee health and safety, operating and capital costs which are not directly related to the delivery of any specific program or service, but are the overhead and support costs of a conservation authority.	General Operating Expense - O.Reg 402/22 s.11	1	\$652,710	1. Municipal Levy (82.1%) 2. Self-Generated (17.4%) 3. Provincial Transfer Payment (0.3%) 4. Grants (variable) 5. Donations (variable)	\$74,400	1. Municipal Levy (18.5%) 2. Self-Generated (81.5%)	\$727,110	No	Collectively, these are general operating costs that are required to run the organization.
	Financial Services	Accounting and payroll								No	
	Legal Expenses	Costs related to agreements/contracts, administrative by-law updates or other similar legal expenses								No	
	Governance	Supporting CA Boards, Advisory Committees and the Office of the CAO								No	
	Asset Management	Asset management planning, facilities, fleet and property management								No	
Communications	Natural Hazards Communications, Outreach and Education	Promoting public awareness of natural hazards including flooding, drought, and erosion. Public events, materials, social media services, media relations.	Reg. 686/21 s.1(2) Reg. 686/21 s.1(3)3,4	1	\$91,826	1. Municipal Levy (81.2%) 2. Self-Generated (18.8%)	\$1,400	1. Self-Generated (85.7%) 2. Donations (14.3%)	\$93,226	No	These program/service areas represent general communication efforts to support the Mandatory Program and Service areas of the Authority
	Communications and Marketing	General communications and marketing support for the organization	General Operating Expense - O.Reg 402/22 s.11	1						No	
	Education and Community Events	Community event development, execution and support	Reg. 686/21 s.1(2) & s.1(3)3,4	1						No	
	Partnership Building and Support	Management and enhancement of mutually beneficial community partnerships with partners, stakeholders, committees and "Friends of" groups. These vital partnerships allow GSCA to provide substantial value in the delivery of programs and services.	CAA s.21(1)(n)	3	\$5,150	1. Municipal Levy (100%)	\$0	n/a	\$5,150	Yes	Partners and volunteers are vital to the success of GSCA. These vital partnerships pay dividends on the Staff time investment required.
	Public awareness and Communications	General communications, marketing and awareness campaigns for non-mandatory programs and services (support for private forestry/planting, day camp, stewardship)	CAA s.21(1)(q)	3	\$6,025	1. Municipal Levy (100%)	\$0	n/a	\$6,025	Yes	This represents the communication efforts for Category 3 programming
Conservation Lands	Section 29 Minister's regulation for Conservation Areas	Conservation areas enforcement/compliance	Reg. 686/21 s.9(14)	1	\$528,699	1. Municipal Levy (58.7%) 2. Self-Generated (41.3%)* *Any surplus self-generated revenue is transferred to reserves.	\$73,713	1. Municipal Levy (12.6%) 2. Self-Generated (69.4%) 3. Grants (4.0%) 4. Donations (14.0%)	\$602,412	No	The total cost of operating these mandatory programs and services is heavily offset by self-generated revenue.
	Strategy for CA owned or controlled lands and management plans	Guiding principles, objectives, including for an authority's land acquisition and disposition strategy, land use categories, on conservation authority owned land, recommended management principles for different land categories, etc.	Reg. 686/21 s.9(11)	1						No	
	Development and Maintenance of a Land Inventory	Development and maintenance of an inventory of every parcel of land that the Authority owns or controls including, location, surveys, site plans, maps, acquisition date, and how the parcel was acquired.	Reg. 686/21 s.9(13)	1						No	
	Management, operation and Maintenance of CA owned lands	Management and Maintenance of CA owned lands including stewardship, restoration, and ecological monitoring	Reg. 686/21 s.9(12)	1						No	
	Passive Recreation Use, Infrastructure and Management Planning	Management and maintenance of CA owned recreational assets including trails, parking, washroom facilities, pavilions and other capital assets.	Reg. 686/21 s.9(11)	1						No	
	Land Acquisition and Disposition Policy	The development of one or more policies governing land acquisitions and land dispositions	Reg. 686/21 s.9(11)	1						No	
	Forestry - Hazard Tree and Biodiversity Management	Management of hazard/diseased trees and the management of biodiversity and invasive species on Conservation Authority owned lands	Reg. 686/21 s.9(12)	1						No	
	Land Acquisition and Disposition	Acquisition and management of lands containing important natural heritage features or strategically aligned with existing GSCA land holdings. Disposition of lands considered surplus to the vision, mandate and strategic goals of GSCA.	CAA s.21(1)(c)	3	\$10,000	1. Self-Generated (100%)	\$0	n/a	\$10,000	No	In 2021, approximately \$10,000 in staff time and legal service fees went into the acquisition of donated properties. ROI was 800%.
	Partnership Building and Support	Management and enhancement of mutually beneficial community partnerships with partners, stakeholders, committees and "Friends of" groups. These vital partnerships allow GSCA to provide substantial value in the delivery of programs and services.	CAA s.21(1)(n)	3	\$15,000	1. Self-Generated (100%)	\$0	n/a	\$15,000	No	Partnership building is the key to not-for-profit success. We are able to leverage these partnerships into volunteer time, donations, and general good-will.
	Land Lease and Agreement Management	Management of current and future land leases and property agreements. These leases and agreements help drive land based revenues to offset the costs associated with management and maintenance of GSCA's land holdings.	CAA s.21(1)(c)&(d)	3	\$10,000	1. Self-Generated (100%)	\$0	n/a	\$10,000	No	This portion of the program is self-sustaining, bringing in over \$60,000 in annual revenues which help to offset other in-program costs.
	Paid Parking Management	Management of the Authority's paid parking program, including staff time and all associated fees and expenses.	CAA s.21(1)(m)	3	\$71,000	1. Self-Generated (100%)	\$0	n/a	\$71,000	No	This portion of the program is self-sustaining, bringing in over \$250,000 in annual revenues which help to offset other in-program and capital costs.
	Grey County Property Management	Service contract with the County of Grey for GSCA to manage all County Forests, forest trails and the CP Rail Trail	CAA s.21(1)(n)	2	\$126,322	1. Service Agreement(s) (100%)	\$0	n/a	\$204,714	Yes	Provided for the Corporation of the County of Grey: Agreement Date: December 31, 2019
	Grey County By-Law Management	Service contract with the County of Grey for GSCA to oversee the Grey County Forest Management By-Law	CAA s.21(1)(n)	2	\$78,392	1. Service Agreement(s) (100%)	\$0	n/a	\$204,714	Yes	Provided for the Corporation of the County of Grey: Agreement Date: December 31, 2019
Core Watershed-based Resource Management Strategy	Strategy Development	Collate/compile existing resource management plans, watershed plans, studies and data. Strategy development, implementation and annual reporting	Reg. 686/21 s.8 Reg. 686/21 s.12(1)3 Reg. 686/21 s.12(4)	1	\$0	All	\$0	n/a	\$0	No	This is a new program/service area that is mandated by the Province that will draw staff time from all other program areas. No specific dollar amount is being allocated at this time.
Drinking Water Source Protection	Source protection authority role as set out in the Clean Water Act.	Source Protection Area/Region, tech support, SPC support, SPA reports and meetings, activities required by the Clean Water Act and regulations.	Reg. 686/21 s.13	1	\$211,407	Provincial Transfer Payment (100%)	\$0	n/a	\$211,407	No	
Drinking Water Risk Management	Drinking Water Source Protection Risk Management Official Services	Provision of Risk Management Services to 14 municipalities throughout the Source Protection Region on a fee-for-service basis.	Clean Water Act s.47(1) & s.48(1) CAA s.21(1)(a)&(n)	2	\$69,905	Service Agreements (100%)	\$0	n/a	\$69,905	Yes	See Appendix for Municipalities and Agreement Dates
Environmental Education	Curriculum delivery	Program development & delivery (future opportunity)	CAA s.21(1)(a)&(q)	3	\$0	1. Service Agreement(s) (100%)	\$0	n/a	\$0	No	May want to consider agreements for this in the future.
	Day Camp Programming	Program development and execution for GSCA's summer day camp program	CAA s.21(1)(a)&(q)	3	\$49,280	1. Self-Generated (100%)* *Any surplus transferred to reserves 2. Grants - variable	\$0	n/a	\$49,280	No	This program is designed to be self-sufficient through user fees. Expansion of this program at the request of one or more municipalities may necessitate additional funding and service agreements.

Programs and Services Inventory



Program Area	Program / Service Provision	Program / Service Description	Legislative Reference	Category (1) Mandatory; (2) Municipal; (3) Other	Annual Operating Funding Amount (2023)*	Funding Mechanisms and Percentage of Funding Source (Operating Costs)	Annual Capital Funding Amount (5-Year Average)**	Funding Mechanisms and Percentage of Funding Source (Capital Costs)	Approximate Annual Funding Needs	Agreement Requirements	Comments
Environmental Planning	Section 28.1 Permit Administration and Compliance activities	Reviewing and processing permit applications, associated technical reports, site inspections, communication with applicants, agents, and consultants. This program also involves the investigation and enforcement of regulatory compliance.	Reg. 686/21 s.8	1	\$694,430	1. Self-Generated (91.0%) 2. Municipal Levy (8.6%) 3. Provincial Transfer Payment (0.4%)	\$0	n/a	\$694,430	No	Funding for the Environmental Planning Department is set up as a user pays system, consistent with the Minister's Policy on Fees.
	Review under Other Legislation	Input to the review and approval processes under other applicable law, with comments principally related to natural hazards, wetlands, watercourses and Sec. 28 permit requirements.	Reg. 686/21 s.6	1						No	
	Municipal Plan Input and Review	Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Condominium, Site Plan Approvals, Consents, Minor Variances, etc.) and input to municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of MNRF (delegated to CAA in 1984).	Reg. 686/21 s.7	1						No	However, users fees cannot offset the whole cost due to work required that is either specifically for a municipality or cannot be tied to an application (ie. phone calls, broader policy review, violations, etc.).
	Natural Hazards Technical Studies and Information Management	Data collection and study of designs to mitigate natural hazards. Development and use of systems to collect and store data and to provide spatial geographical representations of data.	Reg. 686/21 s.1							No	
Fleet and Equipment	Fleet and Equipment	Management and maintenance of the Authority's fleet and equipment assets.	General Operating Expense - O.Reg. 402/22 s.11	1	\$82,650	1. Self-Generated (100%)	\$45,800	1. Self-Generated (100%)	\$128,450	No	Fleet and Equipment is an general operating cost that is funded through chargebacks to individual program areas.
Forestry	Forestry – Forest Management Operations on GSCA lands	Forestry services, planting and/or woodlot management on Conservation Authority land	Reg. 686/21 s.9(1)2	1	\$130,278	1. Municipal Levy (59.4%) 2. Self-Generated (38.6%) 3. Donations (1.9% - variable)	\$0	1. Self-Generated (100%)	\$130,278	No	GSCA manages over 28,000 acres of land. Much of this land is forested and needs to be tended to by forestry professionals. Our professional experienced staff manage the health of the forests, as well as ensure that no adverse uses are occurring on GSCA lands.
	Property maintenance on GSCA Forested Lands	Trail / Road and Gate Maintenance	Reg. 686/21 s.9(1)2	1						No	
	Property Inspections on GSCA Forested Lands	Property Inspections, boundary inspections and property marking.	Reg. 686/21 s.9(1)2	1						No	
	Woodlot Management	Timber Operations for Woodland Management for natural heritage benefit	Reg. 686/21 s.9(1)2 CAA s.21(1)(f), (h)(a)	3	\$38,000	1. Self-Generated (100%)	\$0	1. Self-Generated (100%)	\$38,000	No	Technically this program qualifies as Category 1.
	Forestry – Reforestation of private land, tree sales, and forestry services (MFTIP, Advice, Marketing, etc.)	Forestry services, planting and/or woodlot management for private landowners	CAA s.21(1)(g)&(o)	3	\$221,546	1. Self-Generated (56.5%) 2. Grants (43.5% - variable)	\$0	1. Self-Generated (100%)	\$221,546	No	GSCA receives a substantial amount of grant money from various partners to assist with this programming.
GIS/IT/AM	Information Technology Management/ GIS	Data management, records retention. Development and use of systems to collect and store data and to provide spatial geographical representations of data.	Reg. 686/21 s.1(3)	1	\$281,148	1. Municipal Levy (86.6%) 2. Self-Generated (13.4%)	\$15,900	1. Municipal Levy (65.4%) 2. Self-Generated (32.1%) 3. Grant (2.5%)	\$297,048	No	This is general operating program/service that allows for the efficient and effective function of all other program areas.
	Natural Hazards Technical Studies and Information Management	Data collection and study of designs to mitigate natural hazards. Development and use of systems to collect and store data and to provide spatial geographical representations of data.	Reg. 686/21 s.5(1)1 Reg. 686/21 s.9(1)2	1						No	
Stewardship	Watershed Stewardship and Restoration	Apply for and manage external funding, promote private land stewardship, outreach, provide advice and design assistance to property owners.	CAA s.21(1)(g)&(o)	3	\$72,027	1. Municipal Levy (51.4%) - variable 2. Grants (48.6%) - variable This is base funding for this Program. Grants supply the extra money that pays for on the ground projects.	\$0	n/a	\$72,027	Yes	GSCA receives a substantial amount of grant money from various partners to assist with this programming.
Water Management	Flood Forecasting and Warning	Daily data collection and monitoring of weather forecasts, provincial & local water level forecasts and watershed conditions. Flood event forecasting. Flood warning and communications. Maintenance of equipment.	Reg. 686/21 s.2	1	\$154,830	1. Municipal Levy (80.9%) 2. Provincial Transfer Payment (19.1%)	\$0	1. Municipal Levy (100%)	\$154,830	No	GSCA works closely with municipal partners to ensure that these partners are kept apprised of impending flood risk situations.
	Low water response	Conditions monitoring/analysis. Technical & administrative support to the Water Response Team representing major water users and decision makers, who recommend drought response actions.	Reg. 686/21 s.3	1						No	
	Natural Hazards Technical Studies and Information Management	Data collection and study of designs to mitigate natural hazards. Development and use of systems to collect and store data and to provide spatial geographical representations of data.	Reg. 686/21 s.5(1)1 Reg. 686/21 s.9(1)2	1						No	
	Ice Management Plans	The development and updating of ice management plans, in concert with municipal partners, for areas of the watershed with known ice jamming issues.	Reg. 686/21 s.4	1	\$0	1. Municipal Levy (100%)	\$0	n/a	\$0	No	Following the Provincial Transfer payment cuts in 2018, GSCA stopped providing budget dollars to ice management.
	Flood and Erosion Control Infrastructure Operation and Management	Water & erosion control infrastructure and low flow augmentation.	Reg. 686/21 s.5	1	\$14,350	1. Municipal Levy (82.6%) 2. Provincial Transfer Payment (17.4%)	\$28,400	1. Municipal Levy (70.4%) 2. Provincial Grant (15.5%) 3. Self-Generated (14.1%)	\$60,350	No	
Watershed Monitoring	Other Dams	Maintenance of other dam infrastructure for flow augmentation, liability management and management of natural heritage features	Reg. 686/21 s.5(1)1 Reg. 686/21 s.9(1)2	1	\$17,600	1. Municipal Levy (50%) 2. Self-Generated (50%)				No	
	Provincial Water Quality Monitoring Network (PWQMN)	A long-standing (50+ year) CAMECP partnership for stream water quality monitoring. CA takes water samples. MECP does lab analysis and data management.	Reg. 686/21 s.12(1)2 Reg. 686/21 s.12(3)	1	\$8,406	1. Municipal Levy (100%)	\$0	1. Provincial Grant (100%)	\$8,406	No	These mandatory program areas are carried out in partnership with MECP.
	Provincial Groundwater Monitoring Network (PGMN)	A long-standing (20+ year) CAMECP partnership for groundwater level and quality monitoring. CA maintains equipment, data transfer to MECP, water sampling. MECP provides equipment, standards, data management.	Reg. 686/21 s.12(1)1 Reg. 686/21 s.12(2)	1						No	
	GSCA Water Quality Monitoring Network - Chemistry	Surface water quality sampling at 25 additional sites at key locations to better understand the watershed conditions and to support Watershed Report Card Evaluations and Watershed Health Checks.	CAA s.21(1)(a)	3						Yes	
	GSCA Water Quality Monitoring Network - Benthic	Benthic Biological Monitoring and Assessment Program (BioMAP) – samples collected annually and processed/identified by GSCA staff. This process evaluates surface water quality using macro-invertebrates (insect larvae, etc.) living in streams and supports Watershed Report Card Evaluations and Watershed Health Checks.	CAA s.21(1)(a)	3	\$31,649	1. Municipal Levy (95.9%) 2. Self-Generated (4.1%)	\$0	1. Municipal Levy 2. Grant 3. Donation	\$31,649	Yes	These Category 3 program areas expand on the mandatory programming noted above to provide a more holistic view of the watershed conditions. This information is reported by to partners, stakeholders and the community through the use of communication tools such as Watershed Health Checks and Watershed Report Cards. Additionally, the data is available for use.
	Documentation of stream crossings type and size, baseflow, water temperature and fish presence	Program is undertaken using summer technician staff and supports long-term review of planning and permit applications	CAA s.21(1)(a)	3						Yes	
	Thermal Stream Classification	Use of data loggers to classify fish communities as cold-water, cool water or warmwater. This information supports long-term review of natural heritage information and watershed health.	CAA s.21(1)(a)	3						Yes	
	Watershed Report Cards and Watershed Health Checks	Report backs to the community on the current state of the watershed(s) based on water quality, forest cover and wetland cover. Watershed report cards provide an overview of the entire GSCA area. Watershed health checks focus on smaller watershed or sub-watershed areas.	CAA s.21(1)(a)	3						Yes	

Programs and Services Inventory - Details

	Annual Operating Costs (2023)		Five-Year Average Capital Costs**		Approximately Total Annual Costs	
	Dollar Amount	Percentage of Operating Cost	Dollar Amount	Percentage of Capital Costs	Dollar Amount	Percentage of Total
Total Funding Cost:	\$3,672,630	100.0%	\$239,613	100.0%	\$3,912,243	
Category 1 Portion:	\$2,868,334	78.1%	\$239,613	100.0%	\$3,107,947	79.4%
Category 2 Portion:	\$274,619	7.5%	\$0	0.0%	\$274,619	7.0%
Non-Levy-Based Category 3 Portion:	\$451,129	12.3%	\$0	0.0%	\$451,129	11.5%
Levy-Based Category 3 Portion:	\$78,548	2.1%	\$0	0.0%	\$78,548	2.0%

- Agreements only required for those Category 3 Programs require municipal funding.
- These programs include some communications work, stewardship, and watershed monitoring
- As noted above, in 2023, this equates to \$78K across eight municipalities
- This is just 2.0% of GSCA's total annual budget

Next Steps

Moving from Discussion to Agreement

Next Steps

As we move forward through this transition, the following actions are necessary:

- Council should ask/provide any questions regarding the inventory ASAP.
- Over the next 2 - 3 months we will be meeting with municipal staff to iron out the agreements.
- Would like to have all agreements signed by **~August 31, 2023**, at the latest.
- Create first draft budget under new regulations: **~September 2023**
- Implement approved budget under new regulations: **January 1, 2024**



Request from Council

At this time, to ensure we meet these tight deadlines, we request the following:

- That Council direct Staff to work with GSCA to draft necessary agreement(s).
- That Council direct Staff to bring such agreements back to Council for authorization in June or July 2023.





THANK YOU



Grey Sauble Conservation Authority Programs and Services Inventory

Conservation Authority Act Amendments Mandatory and Non-Mandatory Programs and Services Inventory

Issued for Consultation – January 2023

PROTECT. RESPECT. CONNECT.

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Background Overview

Under Ontario Regulation 687/21, conservation authorities must prepare an Inventory of all programs and services offered by an Authority and must identify the programs as either Category 1 (Mandatory), Category 2 (Municipal Service), Category 3 (Other Programs and Services) or General Operating Expenses.

Sections 21.1, 21.1.1, and 21.1.2 of the Conservation Authorities Act define how programs and services will be categorized into Category 1, 2 or 3. Ontario Regulation 686/21 further defines the Category 1 program details, and Ontario Regulation 402/22 explains General Operating Expenses.

Category 1 programs are mandatory for conservation authorities to undertake. These mandatory programs include:

1. Programs and services related to the risk of natural hazards.
2. Programs and services related to the conservation and management of lands owned or controlled by the authority, including any interests in land registered on title.
3. Programs and services related to the authority's duties, functions and responsibilities as a source protection authority under the Clean Water Act, 2006.
4. Programs and services to support the authority's functions and responsibilities related to the implementation and enhancement of the provincial groundwater monitoring program.
5. Programs and services to support the authority's functions and responsibilities related to the implementation and enhancement of the provincial stream monitoring program.
6. Programs and services to support the authority's functions and responsibilities related to the development and implementation of a watershed-based resource management strategy on or before December 31, 2024.

Category 2 refers to programs and services that a conservation authority provides on behalf of a municipality. Examples of this within the Grey Sauble watershed are Review and Commenting Agreements under the Planning Act (currently altered by Bill 23), Risk Management agreements under the Clean Water Act, and the management of Grey County's Forested properties, the CP Line, and the Forest Management By-Law.

Category 3 refers to Other Programs and Services that an Authority determines are advisable to further the purposes of the Act. Examples of Category 3 programs and services are tree planting, stewardship activities, watershed monitoring (other than Category 1), and some of the revenue generating activities GSCA carries out on its land holdings.

Implications for Conservation Authority Budgeting

These changes to the Act were made to provide municipalities with a clearer understanding of how levy dollars were being allocated within conservation authority budgets.

Traditionally, conservation authority budgets are developed at the Staff level for all programs and services, and this draft budget is brought forward to the Authority Board of Directors for review. This process is very similar to a municipal budget process. The Board of Directors approves the draft budget for circulation to municipal partners for a minimum 30-day review period. Following this review period, the draft budget comes back to the Board of Directors for final approval. Under this current system, all programs and services are eligible for levy apportionment.

Under the new system that will start on January 1, 2024, the new categorization of programs and services will affect levy apportionment as follows:

Category 1: These mandatory programs are still fully eligible for levy apportionment similar to the current standard.

These programs are colour identified in the attached Program and Services Inventory table as white cells with no shading. They are also identified as Category 1 in the fifth column of the table.

General operating expenses are also categorized in this way as they are a requirement to run the organization.

Some newly required Category 1 programs and services are identified in bright yellow. These are items that were recently added through the Conservation Authorities Act changes and are over and above work previously being completed by the Authority.

Category 2: These programs require agreements with municipal partners. The agreements will define how payment is to occur (ie: levy apportionment, fee for service, etc.). None of our current agreements require levy apportionment.

These programs are colour identified in the attached Program and Services Inventory table as blue shaded cells. They are also identified as Category 2 in the fifth column of the table.

Category 3: Category 3 programs must either be fully funded by the Authority or must have an agreement in place to allocate levy dollars to these programs.

These programs are colour identified in the attached Program and Services Inventory table as green shaded cells. They are also identified as Category 3 in the fifth column of the table.

Category 3 programs and services form the crux of the discussion and upcoming agreements as these are the programs which are not mandatory and are not being completed at the express request of a municipality. There is a distinction in these programs between those fully funded by the GSCA and those that require municipal levy. It should be noted that some of the Category 3 programs not only pay for themselves, but also offset levy apportionment requirements.

Agreements are only required for Category 3 programs that require levy dollars. As identified at the bottom of the Programs and Services Inventory table, based on GSCA draft 2023 budget, the levy dollars required to continue providing these important programs and services is \$78,548. This is part of the existing levy, not an additional amount. This amount is distributed across eight member municipalities (ie: each municipality covers their respective share based on the existing MCVA levy apportionment method).

Programs and Services Inventory Table Summary

Program Area: The table is set up in such a way as to follow GSCA's budget. The Program Areas listed in the first column align with the budget categories in GSCA's annually circulated budget document.

Program/Service Provision: This column provides a finer scale distinction within the broader program areas.

Program/Service Description: This column provides a brief description of each service provision area.

Legislative Reference: Regulation 687/21 requires that the Programs and Services Inventory indicates which type of Category 1 program and service each listed program or service falls within. This legislative reference points directly to the sections of the relevant legislation that apply. We have also included a legislative reference for non-mandatory program and services areas which points to the rationale for undertaking these programs and services.

Category 1, 2 or 3: This column provides a very straightforward identifier of which Category we are proposing the program/service falls within.

Annual Operating Funding Amount (2023): The legislation offers several mechanisms for defining these amounts, including a 5-year average, a 5-year estimate

or where these do not reflect the anticipated 5-year cost, the Authority may adjust the average. As GSCA's budget in 2023 differs from previous years, and because of ongoing inflation, we have presented the 2023 draft budget numbers in the table as this is the most reflective of prospective costs moving forward.

Funding Mechanism: This provides a general breakdown of cost by funding source based on the 2023 draft budget. These numbers are generally consistent year-over-year. This is applicable for Columns 7 and 9.

Annual Capital Funding: In this instance we did use the five-year average to provide the prospective capital funding requirements. However, we note that these amounts can vary year over year and our Asset Management Plan is a better tool for identifying ongoing and long-term capital investment needs.

Approx. Annual Funding Needs: This is the total of Column 6 (Operating Costs) and Column 8 (Capital Costs).

Agreement Requirements: Further to the requirements for Category 2 and Category 3 programs, this column identifies whether or not an agreement is required between the Authority and a municipality for the provision of each program/service area.

Comments: This column contains any additional comments that were deemed to be warranted to assist with understanding the information in the table.

Current Request

As per the requirements of Section 21.1.4(2) of the Conservation Authorities Act and Section 7(1)(a) of Ontario Regulation 687/21, GSCA must consult with each member municipality on this Program and Services Inventory.

We respectfully request that Council review the information provided and offer any comments that Council wishes to provide. Further, Council members are encouraged to ask any questions of the inventory that may arise.

Next Steps

At the request of senior staff, GSCA has withheld presenting this information until following the 2022 municipal election. However, now that new Councils are in place, we will need to move quickly to prepare and finalize necessary agreements.

It is recommended that Council direct Staff to negotiate the required agreements with GSCA and that these agreements are brought back before Council in June or July of 2023.

Grey Sauble Conservation Authority: Programs and Services Inventory (Version 2.0)

Prepared: January 2022

Amended: January 2023

Program Area	Program / Service Provision	Program / Service Description	Legislative Reference	Category (1) Mandatory; (2) Municipal; (3) Other	Annual Operating Funding Amount (2023)*	Funding Mechanisms and Percentage of Funding Source (Operating Costs)	Annual Capital Funding Amount (5-Year Average)**	Funding Mechanisms and Percentage of Funding Source (Capital Costs)	Approximate Annual Funding Needs	Agreement Requirements	Comments
Administration, Finance, HR	Corporate Services	Administrative, human resources, employee health and safety, operating and capital costs which are not directly related to the delivery of any specific program or service, but are the overhead and support costs of a conservation authority.	General Operating Expense - O.Reg 402/22 s.11	1	\$652,710	1. Municipal Levy (82.1%) 2. Self-Generated (17.4%) 3. Provincial Transfer Payment (0.3%) 4. Grants (variable) 5. Donations (variable)	\$74,400	1. Municipal Levy (18.5%) 2. Self-Generated (81.5%)	\$727,110	No	Collectively, these are general operating costs that are required to run the organization.
	Financial Services	Accounting and payroll								No	
	Legal Expenses	Costs related to agreements/contracts, administrative by-law updates or other similar legal expenses								No	
	Governance	Supporting CA Boards, Advisory Committees and the Office of the CAO								No	
	Asset Management	Asset management planning, facilities, fleet and property management								No	
Communications	Natural Hazards Communications, Outreach and Education	Promoting public awareness of natural hazards including flooding, drought, and erosion. Public events, materials. Social media services. Media relations.	Reg. 686/21 s.1(2) Reg. 686/21 s.1(3)3,4	1	\$91,826	1. Municipal Levy (81.2%) 2. Self-Generated (18.8%)	\$1,400	1. Self-Generated (85.7%) 2. Donations (14.3%)	\$93,226	No	These program/service areas represent general communication efforts to support the Mandatory Program and Service areas of the Authority
	Communications and Marketing	General communications and marketing support for the organization	General Operating Expense - O.Reg 402/22 s.11	1						No	
	Education and Community Events	Community event development, execution and support	Reg. 686/21 s.1(2) & s.1(3)3,4	1						No	
	Partnership Building and Support	Management and enhancement of mutually beneficial community partnerships with partners, stakeholders, committees and "friends of" groups. These vital partnerships allow GSCA to provide substantial value in the delivery of programs and services.	CAA s.21(1)(n)	3	\$5,150	1. Municipal Levy (100%)	\$0	n/a	\$5,150	Yes	Partners and volunteers are vital to the success of GSCA. These vital partnerships pay dividends on the Staff time investment required.
	Public awareness and Communications	General communications, marketing and awareness campaigns for non-mandatory programs and services (support for private forestry/planting, day camp, stewardship)	CAA s.21(1)(q)	3	\$6,025	1. Municipal Levy (100%)	\$0	n/a	\$6,025	Yes	This represents the communication efforts for Category 3 programming
Conservation Lands	Section 29 Minister's regulation for Conservation Areas	Conservation areas enforcement/compliance	Reg. 686/21 s.9(1)4	1	\$528,699	1. Municipal Levy (58.7%) 2. Self-Generated (41.3%)* *any surplus self-generated revenue is transferred to reserves.	\$73,713	1. Municipal Levy (12.6%) 2. Self-Generated (69.4%) 3. Grants (4.0%) 4. Donations (14.0%)	\$602,412	No	The total cost of operating these mandatory programs and services is heavily offset by self-generated revenue.
	Strategy for CA owned or controlled lands and management plans	Guiding principles, objectives, including for an authority's land acquisition and disposition strategy, land use categories on conservation authority owned land, recommended management principles for different land categories, etc.	Reg. 686/21 s.9(1)1	1						No	
	Development and Maintenance of a Land Inventory	Development and maintenance of an inventory of every parcel of land that the Authority owns or controls including, location, surveys, site plans, maps, acquisition date, and how the parcel was acquired.	Reg. 686/21 s.9(1)3	1						No	
	Management, operation and Maintenance of CA owned lands	Management and Maintenance of CA owned lands including stewardship, restoration, and ecological monitoring	Reg. 686/21 s.9(1)2	1						No	
	Passive Recreation Use, Infrastructure and Management Planning	Management and maintenance of CA owned recreational assets including trails, parking, washroom facilities, pavilions and other capital assets.	Reg. 686/21 s.9(1)1	1						No	
	Land Acquisition and Disposition Policy	The development of one or more policies governing land acquisitions and land dispositions	Reg. 686/21 s.9(1)1	1						No	
	Forestry – Hazard Tree and Biodiversity Management	Management of hazard/diseased trees and the management of biodiversity and invasive species on Conservation Authority owned lands	Reg. 686/21 s.9(1)2	1						No	
	Land Acquisition and Disposition	Acquisition and management of lands containing important natural heritage features or strategically aligned with existing GSCA land holdings. Disposition of lands considered surplus to the vision, mandate and strategic goals of GSCA.	CAA s.21(1)(c)	3	\$10,000	1. Self-Generated (100%)	\$0	n/a	\$10,000	No	In 2021, approximately \$10,000 in staff time and legal service fees went into the acquisition of donated properties. ROI was 800%
	Partnership Building and Support	Management and enhancement of mutually beneficial community partnerships with partners, stakeholders, committees and "friends of" groups. These vital partnerships allow GSCA to provide substantial value in the delivery of programs and services.	CAA s.21(1)(n)	3	\$15,000	1. Self-Generated (100%)	\$0	n/a	\$15,000	No	Partnership building is the key to not-for-profit success. We are able to leverage these partnerships into volunteer time, donations, and general good-will.
	Land Lease and Agreement Management	Management of current and future land leases and property agreements. These leases and agreements help drive land based revenues to offset the costs associated with management and maintenance of GSCA's land holdings.	CAA s.21(1)(c)&(d)	3	\$10,000	1. Self-Generated (100%)	\$0	n/a	\$10,000	No	This portion of the program is self-sustaining, bringing in over \$60,000 in annual revenues which help to offset other in-program costs.
	Paid Parking Management	Management of the Authority's paid parking program, including staff time and all associated fees and expenses.	CAA s.21(1)(m)	3	\$71,000	1. Self-Generated (100%)	\$0	n/a	\$71,000	No	This portion of the program is self-sustaining, bringing in over \$250,000 in annual revenues which help to offset other in-program and capital costs.
	Grey County Property Management	Service contract with the County of Grey for GSCA to manage all County Forests, forest trails and the CP Rail Trail	CAA s.21(1)(n)	2	\$126,322	1. Service Agreement(s)(100%)	\$0	n/a	\$204,714	Yes	Provided for the Corporation of the County of Grey: Agreement Date : December 31, 2019
	Grey County By-Law Management	Service contract with the County of Grey for GSCA to oversee the Grey County Forest Management By-Law	CAA s.21(1)(n)	2	\$78,392					Yes	
Core Watershed-based Resource Management Strategy	Strategy Development	Collate/compile existing resource management plans, watershed plans, studies and data. Strategy development. Implementation and annual reporting	Reg. 686/21 s.8 Reg. 686/21 s.12(1)3 Reg. 686/21 s.12(4)	1	\$0	All	\$0	n/a	\$0	No	This is a new program/service area that is mandated by the Province that will draw staff time from all other program areas. No specific dollar amount is being allocated at this time.
Drinking Water Source Protection	Source protection authority role as set out in the Clean Water Act.	Source Protection Area/Region, tech support, SPC support, SPA reports and meetings, activities required by the Clean Water Act and regulations.	Reg. 686/21 s.13	1	\$211,407	Provincial Transfer Payment (100%)	\$0	n/a	\$211,407	No	
Drinking Water Risk Management	Drinking Water Source Protection Risk Management Official Services	Provision of Risk Management Services to 14 municipalities throughout the Source Protection Region on a fee-for-service basis.	Clean Water Act s.47(1) & s.48(1) CAA s.21(1)(a)&(n)	2	\$69,905	Service Agreements (100%)	\$0	n/a	\$69,905	Yes	See Appendix for Municipalities and Agreement Dates
Environmental Education	Curriculum delivery	Program development & delivery (future opportunity)	CAA s.21(1)(a)&(q)	3	\$0	1. Service Agreement(s)(100%)	\$0	n/a	\$0	No	May want to consider agreements for this in the future
	Day Camp Programming	Program development and execution for GSCA's summer day camp program	CAA s.21(1)(a)&(q)	3	\$49,280	1. Self-Generated (100%)* *Any surplus transferred to reserves 2. Grants - variable	\$0	n/a	\$49,280	No	This program is designed to be self-sufficient through user fees. Expansion of this program at the request of one or more municipalities may necessitate additional funding and service agreements.

Note: Category 1 (White)
Category 2 (Blue)
Category 3 (Green)
New Programming (Yellow)

* 2023 Budget data was used to develop this spreadsheet as it is the most relevant information for future planning.
** Capital expense needs utilized in this spreadsheet are based on a 5-year average, as per O.Reg. 687/21, to provide a rough estimation of capital needs. However, GSCA's Capital Asset Management Plan better defines the needs of the organization and will be utilized to define annual capital needs.



Program Area	Program / Service Provision	Program / Service Description	Legislative Reference	Category (1) Mandatory; (2) Municipal; (3) Other	Annual Operating Funding Amount (2023)*	Funding Mechanisms and Percentage of Funding Source (Operating Costs)	Annual Capital Funding Amount (5-Year Average)**	Funding Mechanisms and Percentage of Funding Source (Capital Costs)	Approximate Annual Funding Needs	Agreement Requirements	Comments
Environmental Planning	Section 28.1 Permit Administration and Compliance activities	Reviewing and processing permit applications, associated technical reports, site inspections, communication with applicants, agents, and consultants. This program also involves the investigation and enforcement of regulatory compliance.	Reg. 686/21 s.8	1	\$694,430	1. Self-Generated (91.0%) 2. Municipal Levy (8.6%) 3. Provincial Transfer Payment (0.4%)	\$0	n/a	\$694,430	No	Funding for the Environmental Planning Department is set up as a user pays system, consistent with the Minister's Policy on Fees. However, users fees cannot offset the whole cost due to work required that is either specifically for a municipality or cannot be tied to an application (ie: phone calls, broader policy review, violations, etc.)
	Review under Other Legislation	Input to the review and approval processes under other applicable law, with comments principally related to natural hazards, wetlands, watercourses and Sec 28 permit requirements.	Reg. 686/21 s.6	1						No	
	Municipal Plan Input and Review	Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Condominium, Site Plan Approvals, Consents, Minor Variances, etc.) and Input to municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of MNRF (delegated to CAs in 1983)	Reg. 686/21 s.7	1						No	
	Natural Hazards Technical Studies and Information Management	Data collection and study of designs to mitigate natural hazards. Development and use of systems to collect and store data and to provide spatial geographical representations of data.	Reg. 686/21 s.1							No	
Fleet and Equipment	Fleet and Equipment	Management and maintenance of the Authority's fleet and equipment assets.	General Operating Expense - O.Reg 402/22 s.11	1	\$82,650	1. Self-Generated (100%)	\$45,800	1. Self-Generated (100%)	\$128,450	No	Fleet and Equipment is an general operating cost that is funded through chargebacks to individual program areas.
Forestry	Forestry – Forest Management Operations on GSCA lands	Forestry services, planting and/or woodlot management on Conservation Authority land	Reg. 686/21 s.9(1)2	1	\$130,278	1. Municipal Levy (59.4%) 2. Self-Generated (38.8%) 3. Donations (1.8% - variable)	\$0	1. Self-Generated (100%)	\$130,278	No	GSCA manages over 28,000 acres of land. Much of this land is forested and needs to be tended to by forestry professionals. Our professional experienced staff manage the health of the forests, as well as ensure that no adverse uses are occurring on GSCA lands.
	Property maintenance on GSCA Forested Lands	Trail / Road and Gate Maintenance	Reg. 686/21 s.9(1)2	1						No	
	Property Inspections on GSCA Forested Lands	Property Inspections, boundary inspections and property marking.	Reg. 686/21 s.9(1)2	1						No	
	Woodlot Management	Timber Operations for Woodland Management for natural heritage benefit	Reg. 686/21 s.9(1)2 CAA s.21(1)(f),0(g)	3	\$38,000	1. Self-Generated (100%)	\$0	1. Self-Generated (100%)	\$38,000	No	Technically this program qualifies as Category 1.
	Forestry – Reforestation of private land, tree sales, and forestry services (MFTIP, Advice, Marking, etc.)	Forestry services, planting and/or woodlot management for private landowners	CAA s.21(1)(g)&(o)	3	\$221,546	1. Self-Generated (56.5%) 2. Grants (43.5% - variable)	\$0	1. Self-Generated (100%)	\$221,546	No	GSCA receives a substantial amount of grant money from various partners to assist with this programming.
GIS/IT/IM	Information Technology Management/ GIS	Data management, records retention. Development and use of systems to collect and store data and to provide spatial geographical representations of data.	Reg. 686/21 s.1(3)	1	\$281,148	1. Municipal Levy (86.6%) 2. Self-Generated (13.4 %)	\$15,900	1. Municipal Levy (65.4%) 2. Self-Generated (32.1%) 3. Grant (2.5%)	\$297,048	No	This is general operating program/service that allows for the efficient and effective function of all other program areas.
	Natural Hazards Technical Studies and Information Management	Data collection and study of designs to mitigate natural hazards. Development and use of systems to collect and store data and to provide spatial geographical representations of data.	Reg. 686/21 s.5(1)1 Reg. 686/21 s.9(1)2	1							
Stewardship	Watershed Stewardship and Restoration	Apply for and manage external funding, promote private land stewardship, outreach, provide advice and design assistance to property owners.	CAA s.21(1)(g)&(o)	3	\$72,027	1. Municipal Levy (51.4%) - variable 2. Grants (48.6%) - variable This is base funding for this Program. Grants supply the extra money that pays for on the ground projects.	\$0	n/a	\$72,027	Yes	GSCA receives a substantial amount of grant money from various partners to assist with this programming.
Water Management	Flood Forecasting and Warning	Daily data collection and monitoring of weather forecasts, provincial & local water level forecasts and watershed conditions. Flood event forecasting. Flood warning and communications. Maintenance of equipment.	Reg. 686/21 s.2	1	\$154,830	1. Municipal Levy (80.9%) 2. Provincial Transfer Payment (19.1%)	\$0	1. Municipal Levy (100%)	\$154,830	No	GSCA works closely with municipal partners to ensure that these partners are kept apprised of impending flood risk situations.
	Low water response	Conditions monitoring/analysis. Technical & administrative support to the Water Response Team representing major water users and decision makers, who recommend drought response actions.	Reg. 686/21 s.3	1						No	
	Natural Hazards Technical Studies and Information Management	Data collection and study of designs to mitigate natural hazards. Development and use of systems to collect and store data and to provide spatial geographical representations of data.	Reg. 686/21 s.5(1)1 Reg. 686/21 s.9(1)2	1						No	
	Ice Management Plans	The development and updating of ice management plans, in concert with municipal partners, for areas of the watershed with known ice jamming issues.	Reg. 686/21 s.4	1	\$0	1. Municipal Levy (100%)	\$0	n/a	\$0	No	Following the Provincial Transfer payment cuts in 2018, GSCA stopped providing budget dollars to ice management
	Flood and Erosion Control Infrastructure Operation and Management	Water & erosion control infrastructure and low flow augmentation.	Reg. 686/21 s.5	1	\$14,350	1. Municipal Levy (82.6%) 2. Provincial Transfer Payment (17.4%)	\$28,400	1. Municipal Levy (70.4%) 2. Provincial Grant (15.5%) 3. Self-Generated (14.1%)	\$60,350	No	
	Other Dams	Maintenance of other dam infrastructure for flow augmentation, liability management and management of natural heritage features	Reg. 686/21 s.5(1)1 Reg. 686/21 s.9(1)2	1	\$17,600	1. Municipal Levy (100%)		1. Municipal Levy (50%) 2. Self-Generated (50%)		No	
Watershed Monitoring	Provincial Water Quality Monitoring Network (PWQMN)	A long-standing (50+ year) CA/MECP partnership for stream water quality monitoring. CA takes water samples; MECP does lab analysis and data management	Reg. 686/21 s.12(1)2 Reg. 686/21 s.12(3)	1	\$8,406	1. Municipal Levy (100%)	\$0	1. Provincial Grant (100%)	\$8,406	No	These mandatory program areas are carried out in partnership with MECP.
	Provincial Groundwater Monitoring Network (PGMN)	A long-standing (20+ year) CA/MECP partnership for groundwater level and quality monitoring. CA maintains equipment, data transfer to MECP, water sampling. MECP provides equipment, standards, data management.	Reg. 686/21 s.12(1)1 Reg. 686/21 s.12(2)	1						No	
	GSCA Water Quality Monitoring Network – Chemistry	Surface water quality sampling at 25 additional sites at key locations to better understand the watershed conditions and to support Watershed Report Card Evaluations and Watershed Health Checks.	CAA s.21(1)(a)	3	\$31,649	1. Municipal Levy (95.9%) 2. Self-Generated (4.1%)	\$0	1. Municipal Levy 2. Grant 3. Donation	\$31,649	Yes	These Category 3 program areas expand on the mandatory programming noted above to provide a more wholistic view of the watershed conditions. This information is reported by to partners, stakeholders and the community through the use of communication tools such as Watershed Health Checks and Watershed Report Cards. Additionally, the data is available for use.
	GSCA Water Quality Monitoring Network - Benthic	Benthic/Biological Monitoring and Assessment Program (BioMAP) – samples collected annually and processed/identified by GSCA staff. This process evaluates surface water quality using macro-invertebrates (insect larvae, etc.) living in streams and supports Watershed Report Card Evaluations and Watershed Health Checks	CAA s.21(1)(a)	3						Yes	
	Documentation of stream crossings type and size, baseflow, water temperature and fish presence	Program is undertaken using summer technician staff and supports long-term review of planning and permit applications	CAA s.21(1)(a)	3						Yes	
	Thermal Stream Classification	Use of data loggers to classify fish communities as cold-water, cool water or warmwater. This information supports long-term review of natural heritage information and watershed health.	CAA s.21(1)(a)	3						Yes	
	Watershed Report Cards and Watershed Health Checks	Report backs to the community on the current state of the watershed(s) based on water quality, forest cover and wetland cover. Watershed report cards provide an overview of the entire GSCA area. Watershed health checks focus on smaller watershed or sub-watershed areas.	CAA s.21(1)(a)	3						Yes	

Note: Category 1 (White)
Category 2 (Blue)
Category 3 (Green)
New Programming (Yellow)

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** Capital expense needs utilized in this spreadsheet are based on a 5-year average, as per O.Reg. 687/21, to provide a rough estimation of capital needs. However, GSCA's Capital Asset Management Plan better defines the needs of the organization and will be utilized to define annual capital needs.

	Annual Operating Costs (2023)		Five -Year Average Capital Costs**		Approximately Total Annual Costs	
	Dollar Amount	Percentage of Operating Cost	Dollar Amount	Percentage of Capital Costs	Dollar Amount	Percentage of Total
Total Funding Cost:	\$3,672,630	100.0%	\$239,613	100.0%	\$3,912,243	
Category 1 Portion:	\$2,868,334	78.1%	\$239,613	100.0%	\$3,107,947	79.4%
Category 2 Portion:	\$274,619	7.5%	\$0	0.0%	\$274,619	7.0%
Non-Levy-Based Category 3 Portion:	\$451,129	12.3%	\$0	0.0%	\$451,129	11.5%
Levy-Based Category 3 Portion:	\$78,548	2.1%	\$0	0.0%	\$78,548	2.0%



Listing of Existing Category 2 Service Agreements

APPENDIX 2

Municipality	Planning Agreement in Place (Y/N)	Agreement Date	Risk Management Agreement in Place (Y/N)	Agreement Date	Participating Municipality (Y/N)
Arran-Elderslie	Y*	September 5, 2019	Y	January 1, 2021	Y
Blue Mountains	Y	June 22, 2007	Y	September 13, 2021	Y
Brockton	N	n/a	Y	January 1, 2021	N
Chatsworth	Y	July 24, 2007	Y	November 10, 2020	Y
Georgian Bluffs	Y	January 8, 2020	Y	November 25, 2020	Y
Grey Highlands	Y	June 22, 2007	Y	January 20, 2021	Y
Kincardine	N	n/a	Y	October 14, 2020	N
Meaford	Y	March 26, 2007	Y	January 1, 2021	Y
Northern Bruce Peninsula	Y*	September 5, 2019	Y	August 9, 2021	N
Owen Sound	Y	June 15, 2020	Y	March 20, 2017	Y
Saugeen Shores	N	n/a	Y	January 1, 2021	N
South Bruce	N	n/a	Y	November 10, 2020	N
South Bruce Peninsula	Y*	September 5, 2019	Y	January 1, 2021	Y
West Grey	N	n/a	Y	April 5, 2021	N

*Planning agreements in Bruce County are with the County of Bruce acting on behalf of the lower tier municipalities





Grey Sauble Conservation Authority Transition Plan

Conservation Authority Act Amendments Mandatory and Non-Mandatory Programs and Services and Functional Workplan

December 2021



PROTECT. RESPECT. CONNECT.

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GSCA Transition Plan: Conservation Authorities Act Changes

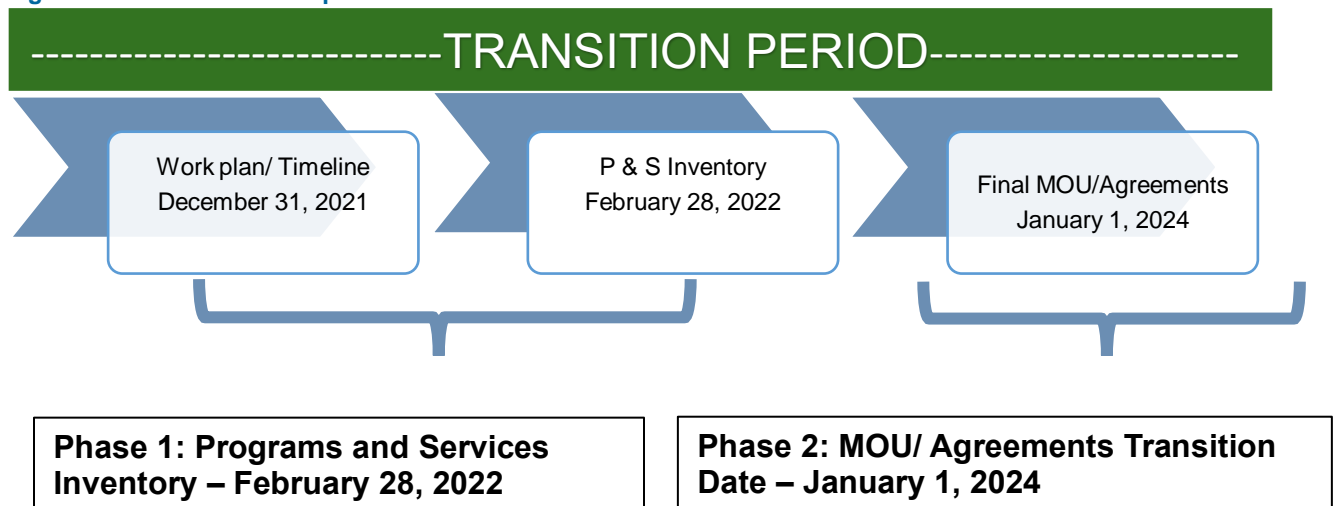
Transition Period

The purpose of the transition period is to prepare conservation authorities and municipalities for the change to the budgeting process based on the delivery of mandatory and non-mandatory programs and services by January 1, 2024. This Transition Plan will lay out the two phases of the Transition Period and will establish a rough timeline for the carrying out of these activities.

There are two phases to the Transition Period (Figure 1). The first phase requires the development of this Transition Plan which consists of a workplan/timeline, as well as the development of an inventory of programs and services. The Transition Plan portion is required to be submitted to the Ministry of Environment, Conservation and Parks (MECP) and to be made available to the public by December 31, 2021. The associated inventory of programs and services must be provided to the MECP no later than February 28, 2022.

The second phase of the Transition Period includes developing and finalizing the conservation authority/municipal agreements in accordance with any regulations governing municipal programs and services. These agreements must be complete and in place by the transition date of January 1, 2024.

Figure 1. Timeline and components of the Transition Period.



Legislative Requirements for the Transition Plan

The applicable legislative requirements for the Transition Plan are shown in Table 1 below.

Table 1: Requirements for a Transition Plan (see 21.1.4 (2)) of the *Conservation Authorities Act* and Corresponding Sections in this Guidance document

Prescribed Dates	Key Deliverables
December 31, 2021	Transition Plan
February 28, 2022	Inventory of Programs and Services
July 1, 2022 - October 1, 2023	Quarterly Progress Reports: Status of Inventory and Agreement Negotiations
October 1, 2023	Request for Extension Deadline
January 1, 2024	Transition Date: All required MOU's/Agreements to be implemented
January 31, 2024	Final Report: Final Inventory and Statement of Compliance Re: Agreements
December 31, 2024	Mandatory Programs and Services Deliverables to be completed

Workplan/Timeline and Consultations

Background

As outlined in Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act, the Transition Plan is to include a work plan and timeline outlining the steps a conservation authority plans to take to develop and enter into agreements with its participating municipalities. The Transition Plan is to include the consultation process with participating municipalities on the inventory of all the Authority's programs and services and the steps to be taken to enter into agreements where municipal levy is required to fund non-mandatory programs and services. See Figure 2 for further details.

Figure 2: Description of CA Programs and Service Categories as per MECP (for inventory)

1. **Mandatory programs and services:** municipal levy can be used without any agreement
2. **Municipal programs and services:** non-mandatory programs and services at the request of a municipality, with municipal funding provided through a MOU/agreement.
3. **Other programs and services:** non-mandatory programs and services an authority determines are advisable. Use of municipal levy for these programs requires a MOU/agreement with participating municipalities.

The workplan/timeline and inventory of programs and services will support 2024 budget discussions including the newly proposed categorization of CA programs and services as 1, 2, or 3 and with specification of the funding mechanism as per Figure 2. It should be recognized that some municipal partners may have an overlap of more than one conservation authority's jurisdiction within their municipal boundaries.

Although each conservation authority has its own budget processes and timelines, we will make efforts to coordinate with neighbouring conservation authorities that share a municipality.



Gantt Chart Timeline

Grey Sauble Conservation Authority has prepared a Gantt Chart to outline the proposed timelines associated with Phases 1 and 2 of the Transition Period. These are shown below in Tables 2, 3 and 4.

Year	Task	January	February	March	April	May	June	July	August	September	October	November	December
Phase 1: 2021	Arrange Preliminary Visits to municipal councils												
	Attend municipal councils to discuss timelines from Consultation Guide												
	Develop Transition Plan Timeline												
	Draft Inventory Programs and Services												
	Assign FTE's to Programs and Services (Internal)												
	Establish/Confirm municipal staff leads/contacts												
	Determine anticipated funding sources for each P&S												
	Provide GSCA Board with list of P&S and Gantt Chart for circulation approval												
	Circulate workplan, Gantt Chart and draft inventory to municipal partners												
	Meetings with municipal staff leads/contacts												
	Follow up meetings with municipal staff (if necessary)												
	Follow up meetings with municipal councils (if requested)												
	Deadline for receiving comments on workplan, timeline and/or P&S inventory												
	Final Transition Plan timeline approved by GSCA Board of Directors												
	Submit Transition Plan timeline to MECP												
	Transition Plan timeline made available to the public												

Table 2: 2021 Workplan Timeline

Year	Task	January	February	March	April	May	June	July	August	September	October	November	December
Phase 1: 2022	Prepare a revised draft Programs and Services Inventory												
	Classify Programs and Services as Category 1, 2 or 3												
	Assign costs to Programs and Services												
	Consult with Board of Directors on Programs and Services Inventory												
	Circulate Programs and Services Inventory to Municipalities												
	Seek final approval of Programs and Services Inventory from Board of Directors												
	Submit Inventory of Programs and Services to MECP												
Phase 2: 2022	Consult with municipal staff on programs and services												
	Support municipal staff at municipal council meetings to discuss programs and services												
	Update programs and services inventory as necessary based on consultation												
	Review and prepare amendments to existing 'Category 2' agreements as necessary												
	Prepared internal drafts of MOUs/Agreements for 'Category 3' programs and services												
	Bring final draft of programs and services back to Board of Directors												
	Update programs and services inventory as necessary based on Board feedback												
	Submit first quarterly report to MECP												
	Consult with municipal staff on draft agreements												
	Bring first draft agreements to GSCA Board of Directors for initial review and comment												
	Submit second quarterly report to MECP												
	Update draft agreements as necessary based on Board feedback												
	Submit third quarterly report to MECP												

Table 3: 2022 Workplan Timeline

Year	Task	January	February	March	April	May	June	July	August	September	October	November	December
Phase 2: 2023	Support municipal staff at municipal council meetings to discuss draft agreements												
	Submit fourth quarterly report to MECP												
	Finalize agreements for Board of Directors' approval												
	GSCA Board of Directors' resolution to execute agreements												
	Execute final MOUs/Agreements												
	Submit fifth quarterly report to MECP												
	Consult with municipal staff on draft 2024 budget												
	Consult with Board of Directors on draft 2024 budget based on municipal discussions												
	Submit sixth quarterly report to MECP												
	Deadline to request an extension to timeline												
	Finalize draft budget for Board of Directors' approval to circulate												
	Circulate draft budget to municipal partners												
	Attend municipal Council meetings as requested to discuss the draft budget												
	GSCA Board of Directors' resolution to approve the 2024 budget												
	Submit Inventory of Programs and services and copies of signed MOUs/Agreements to participating municipalities												
	Submit Inventory of Programs and services and copies of signed MOUs/Agreements to MECP												
	Posting of final MOUs/Agreements on GSCA website												

Table 4: 2023 Workplan Timeline

Note: Red lines within the Tables 1, 2 and 3 represent the deadlines identified in Table 1.

Transition Period Timeline – June 2021 – January 2024

Phase 1: Transition Plan and Inventory of Programs and Services

Second Quarter, 2021 (April – June)

1. Meet with municipal councils to provide initial information on the changes to the Act, the regulatory consultation guide, and to explain the general process.

Third Quarter, 2021 (July – September)

1. Develop draft workplan/timeline for developing inventory and reaching agreements (Transition Period).
2. Develop draft programs/services inventory, including identification of mandatory versus non-mandatory status and proposed funding sources.
3. Seek preliminary approval from GSCA Board of Directors on Draft workplan and programs/services inventory.
4. Determine municipal staff leads and arrange meetings to discuss the programs, the process and the next steps.

Fourth Quarter, 2021 (October – December)

1. Circulate workplan/timeline and programs and services inventory to municipalities.
2. Meet with municipal staff to discuss changes, transition period and to determine initial steps necessary to draft and execute agreements (eg: internal review; legal review; Council meeting dates; etc).
3. Attend council meetings if/as requested.
4. Receive final comments back from municipal staff, if any, on timeline.
5. Seek final approval of the Transition Plan from GSCA Board of Directors.
6. Submit Transition Plan to MECF.
7. Post Transition Plan on GSCA's public facing website.

First Quarter, 2022 (January – March)

1. Prepare revised draft of Programs and Services Inventory. This inventory will include:
 - a. A list of all of the programs and services that GSCA is providing as of February 28, 2022, and any programs and services GSCA intends to provide after February 28, 2022,
 - b. An estimate of the annual cost of providing the program or service, the sources of funding, and the percentage of the total that each source of funding accounts for.

- c. Classification of each program or service as Category 1, 2 or 3.
2. Consult with the GSCA Board of Directors on the list of programs and services.
3. Circulate the programs and services inventory to municipalities.
4. Seek final approval of the inventory of programs and services from GSCA Board of Directors.
5. Submit Inventory of Programs and Services to MECP.

Phase 2: MOUs/Agreements

Second Quarter, 2022 (April – June)

1. Consult with municipal staff on programs and services inventory, including discussions about service provision.
2. Attend municipal council meetings to support municipal staff reports.
3. Update programs and services as necessary based on consultations.
4. Prepare amendments and internal drafts of existing municipal service agreements, consistent with the requirements for non-mandatory municipal services (Category 2 programs and services).
5. Prepare internal drafts of MOUs/Agreements for non-mandatory other programs and services that require levy dollars (Category 3 programs and services).
6. Bring final draft of programs and services inventory back to GSCA Board of Directors.
7. Update programs and services inventory based on GSCA Board of Directors feedback.
8. Submit first quarterly report to MECP.

Third Quarter, 2022 (July – September)

1. Consultation with municipal staff on draft agreements.
2. Bring first draft of agreements to GSCA Board for comment.
3. Update draft agreements as necessary based on GSCA Board feedback
4. Submit second quarterly report to MECP.

Fourth Quarter, 2022 (October – December)

1. Submit third quarterly report to MECP.

First Quarter, 2023 (January – March)

1. Attend municipal council meetings to support municipal staff reports on draft agreements.
2. Submit fourth quarterly report to MECP

Second Quarter, 2023 (April – June)

1. Finalize agreements for Board of Directors' approval.
2. Commence with execution of final MOUs/Agreements.

3. Submit fifth quarterly report to MECP.

Third Quarter, 2023 (July – September)

1. Finalize execution of final MOUs/Agreements.
2. Consultation with municipal partners on draft 2024 budget.
3. Consult with Board of Directors on draft 2024 budget based on municipal discussions.
4. Submit sixth quarterly report to MECP.

OCTOBER 1, 2023 – DEADLINE FOR REQUESTS FOR EXTENSIONS TO MINISTRY OF THE ENVIRONMENT, CONSERVATION AND PARKS

Fourth Quarter, 2023 (October – December)

1. Finalize draft budget for Board of Directors' approval to circulate.
2. Circulate draft budget to municipal partners for 30-day review period.
3. Attend municipal council meetings as requested to discuss the budget, the agreements, and GSCA's programs and services.
4. GSCA Board of Directors resolution to approve the 2024 Budget.
5. Submit inventory of programs and services and copies of signed MOUs/Agreements to participating municipalities.
6. Submit inventory of programs and services and copies of signed MOUs/Agreements to MECP.
7. Posting of final MOUs/agreements on CA website.

January 1, 2024 – Transition Period ends

All required conservation authority/municipal MOUs/agreements need to be in place, and the transition to the new funding model is reflected in the 2024 budget in compliance with the new legislation.



Grey Sauble Conservation Authority Transition Plan

Conservation Authority Act Amendments
Mandatory and Non-Mandatory Programs and
Services and Functional Workplan

Progress Report - 03

December 31, 2022



PROTECT. RESPECT. CONNECT.

237897 Inglis Falls Road, Owen Sound ON, N4K 5N6

519-376-3076

www.greysauble.on.ca

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Overview of Transition Plan

Table 1: High-level Timeline from Transition Plan

Prescribed Dates	Key Deliverables	Status
December 31, 2021	Transition Plan	Complete
February 28, 2022	Inventory of Programs and Services	Complete
July 1, 2022 - October 1, 2023	Quarterly Progress Reports: Status of Inventory and Agreement Negotiations	Third Report Complete
October 1, 2023	Request for Extension Deadline	
January 1, 2024	Transition Date: All required MOU's/Agreements to be implemented	
January 31, 2024	Final Report: Final Inventory and Statement of Compliance Re: Agreements	
December 31, 2024	Mandatory Programs and Services Deliverables to be completed	

Introduction

As outlined in Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act, the Transition Plan is to include a work plan and timeline outlining the steps a conservation authority plans to take to develop and enter into agreements with its participating municipalities. The Transition Plan is to include the consultation process with participating municipalities on the inventory of all the Authority's programs and services and the steps to be taken to enter into agreements where municipal levy is required to fund non-mandatory programs and services.

The workplan/timeline and inventory of programs and services will support 2024 budget discussions including the newly proposed categorization of CA programs and services as Categories 1, 2, or 3 and with specification of the funding mechanism as per Figure 2. It should be recognized that some municipal partners may have an overlap of more than one conservation authority's jurisdiction within their municipal boundaries and the specific process between authorities may not align perfectly. GSCA has created its programs and service inventory to align with its annual budget documents.

This Progress Report is being prepared to address sections 7(1)(c) and 7(2) of Ontario Regulation 687/21.

Changes and Updates

Grey Sauble Conservation Authority (GSCA) has been working towards accomplishing the outcomes detailed in Ontario Regulation 687/21 and further detailed in GSCA's Transition Plan timeline (Tables 2, 3 and 4). GSCA's progress on this work is detailed in Tables 2, 3 and 4 to this report.

There have been no changes to the Inventory of Programs and Services since our last quarterly report.

The Gantt Chart timeline has been amended as detailed below. The majority of the changes to the timeline are associated with the 2022 municipal election, and municipal staff recommendations regarding presenting to councils.

Table 5 details GSCA's consultation on the Transition Plan, circulation of the Transition Plan, circulation of the Inventory of Programs and Services, and consultation on the Inventory of Programs and Services. Based on the consultations to date, no changes have been requested to the Inventory of Programs and Services as presented.

The biggest challenge that we foresee affecting the ability to implement the necessary agreements by the transition date is the passage of Bill 23 – More Homes Built Faster Act. This Act has affected and continues to affect our municipal partner's operations and processes which may impact their available time to address these agreements. Further, Bill 23 introduces a level of uncertainty regarding the relationship between GSCA and our municipal partners, such that the need for certain agreements is currently unknown. The repercussions of Bill 23 may drastically affect GSCA's ability to complete the agreements within the required timeframe.

Revised Gantt Chart and Timeline Progress Update – As of December 2022

Grey Sauble Conservation Authority has prepared a Gantt Chart to outline the proposed timelines associated with Phases 1 and 2 of the Transition Period. These are shown below in Tables 2, 3 and 4.

Table 2: 2021 Workplan Timeline

Year	Status	Task	January	February	March	April	May	June	July	August	September	October	November	December
Phase 1: 2021	✗	Arrange Preliminary Visits to municipal councils												
	✗	Attend municipal councils to discuss timelines from Consultation Guide												
	✗	Develop Transition Plan Timeline												
	✗	Draft Inventory Programs and Services												
	✗	Assign FTE's to Programs and Services (Internal)												
	✗	Establish/Confirm municipal staff leads/contacts												
	✗	Determine anticipated funding sources for each P&S												
	✗	Provide GSCA Board with list of P&S and Gantt Chart for circulation approval												
	✗	Circulate workplan, Gantt Chart and draft inventory to municipal partners												
	✗	Meetings with municipal staff leads/contacts												
	✗	Follow up meetings with municipal staff (if necessary)												
	✗	Follow up meetings with municipal councils (if requested)												
	✗	Deadline for receiving comments on workplan, timeline and/or P&S inventory												
	✗	Final Transition Plan timeline approved by GSCA Board of Directors												
	✗	Submit Transition Plan timeline to MECP												
	✗	Transition Plan timeline made available to the public												

Table 3: 2022 Workplan Timeline

Year	Status	Task	January	February	March	April	May	June	July	August	September	October	November	December
Phase 1: 2022	✗	Prepare a revised draft Programs and Services Inventory												
	✗	Classify Programs and Services as Category 1, 2 or 3												
	✗	Assign costs to Programs and Services												
	✗	Consult with Board of Directors on Programs and Services Inventory												
	✗	Circulate Programs and Services Inventory to Municipalities												
	✗	Seek final approval of Programs and Services Inventory from Board of Directors												
	✗	Submit Inventory of Programs and Services to MECP												
Phase 2: 2022	✗	Consult with municipal staff on programs and services inventory												
		Support municipal staff at municipal council meetings to discuss programs and services												
		Update programs and services inventory as necessary based on consultation												
		Review and prepare amendments to existing 'Category 2' agreements as necessary												
		Prepare internal drafts of MOUs/Agreements for 'Category 3' programs and services												
		Bring final draft of programs and services back to Board of Directors												
		Update programs and services inventory as necessary based on Board feedback												
	✗	Submit first quarterly report to MECP												
		Consult with municipal staff on draft agreements												
		Bring first draft agreements to GSCA Board of Directors for initial review and comment												
	✗	Submit second quarterly report to MECP												
		Update draft agreements as necessary based on Board feedback												
		Submit third quarterly report to MECP												

Table 4: 2023 Workplan Timeline

Year	Status	Task	January	February	March	April	May	June	July	August	September	October	November	December
Phase 2: 2023		Support municipal staff at municipal council meetings to discuss programs and services												
		Update programs and services inventory as necessary based on consultation												
		Prepare internal drafts of MOUs/Agreements for 'Category 3' programs and services												
		Consult with municipal staff on draft agreements												
		Bring final draft of programs and services back to Board of Directors												
		Update programs and services inventory as necessary based on Board feedback												
		Update draft agreements as necessary based on Board feedback												
		Support municipal staff at municipal council meetings to discuss draft agreements												
		Submit fourth quarterly report to MECP												
		Finalize agreements for Board of Directors' approval												
		GSCA Board of Directors' resolution to execute agreements												
		Execute final MOUs/Agreements												
		Submit fifth quarterly report to MECP												
		Consult with municipal staff on draft 2024 budget												
		Consult with Board of Directors on draft 2024 budget based on municipal discussions												
		Submit sixth quarterly report to MECP												
		Deadline to request an extension to timeline												
		Finalize draft budget for Board of Directors' approval to circulate												
		Circulate draft budget to municipal partners												
		Attend municipal Council meetings as requested to discuss the draft budget												
		GSCA Board of Directors' resolution to approve the 2024 budget												
		Submit Inventory of Programs and services and copies of signed MOUs/Agreements to participating municipalities												
		Submit Inventory of Programs and services and copies of signed MOUs/Agreements to MECP												
		Posting of final MOUs/Agreements on GSCA website												

Note: Red lines within the Tables 1, 2 and 3 represent the deadlines identified in Table 1.
Medium green shading represents original timeline projections.
Medium green hatching (Table 3) represents original timeline projections that have moved to the next year (Table 4).
Dark green shading represents revised timeline projections.

Table 5: Grey Sauble Conservation Authority Consultation Record

Status	Municipality	Transition Plan Pre-Consultation	Circulation of Transition Plan*	Circulation of Inventory*	Consultation on Inventory with Senior Staff	Consultation on Inventory with Council
Participating Municipalities	Arran-Elderslie	October 19, 2021 at 1:00pm	December 22, 2021	January 28, 2022	June 21, 2022	September 12, 2022
	Blue Mountains	October 15, 2021 at 1:00pm	December 22, 2021	January 28, 2022	May 16, 2022	
	Chatsworth	October 21, 2021 at 1:30pm	December 22, 2021	January 28, 2022		
	Georgian Bluffs	October 19, 2021 at 9:30am	December 22, 2021	January 28, 2022	May 17, 2022	
	Grey Highlands	October 14, 2021 at 11:00am	December 22, 2021	January 28, 2022	May 30, 2022	
	Meaford	October 28, 2021 at 1:30pm	December 22, 2021	January 28, 2022	June 10, 2022	
	Owen Sound	October 29, 2021 at 9:00am	December 22, 2021	January 28, 2022	May 17, 2022	
	South Bruce Peninsula	October 15, 2021 at 9:30am	December 22, 2021	January 28, 2022	April 29, 2022	
Upper Tier	Grey County	November 18, 2021 at 9:00am	December 22, 2021	January 28, 2022		
	Bruce County	n/a	December 22, 2021	January 28, 2022		
SPC Municipalities	Brockton	n/a	n/a	January 28, 2022	n/a	n/a
	Hanover	n/a	n/a	January 28, 2022	n/a	n/a
	Howick	n/a	n/a	January 28, 2022	n/a	n/a
	Huron-Kinloss	n/a	n/a	January 28, 2022	n/a	n/a
	Kincardine	n/a	n/a	January 28, 2022	n/a	n/a
	Minto	n/a	n/a	January 28, 2022	n/a	n/a
	Morris-Turnberry	n/a	n/a	January 28, 2022	n/a	n/a
	Northern Bruce Peninsula	n/a	n/a	January 28, 2022	n/a	n/a
	Saugeen Shores	n/a	n/a	January 28, 2022	n/a	n/a
	South Bruce	n/a	n/a	January 28, 2022	n/a	n/a
	Southgate	n/a	n/a	January 28, 2022	n/a	n/a
	Wellington-North	n/a	n/a	January 28, 2022	n/a	n/a
	West Grey	n/a	n/a	January 28, 2022	n/a	n/a
	MECP	n/a	December 22, 2021	January 28, 2022	n/a	n/a

Notes:

1. * Transition Plan and Inventory of Programs and Services circulated to the CAO and/or Clerk for each municipality on the date(s) specified.
2. Transition Plan posted to GSCA public website on December 22, 2021
3. Inventory of Programs and Services posted to GSCA public website on February 4, 2022
4. Consultation meetings have been arranged with GSCA's participating municipalities on the dates noted. For those cells that are blank, meeting times have not yet been arranged

Appendix 1: Inventory of Programs and Services

Appendix 2: List of Existing Category 2 Agreements

EMPOWERING OUR COMMUNITIES

EH!tel

Networks Inc.



✱ 519•594•0946 ✱ info@ehtel.ca ✱ www.ehtel.ca



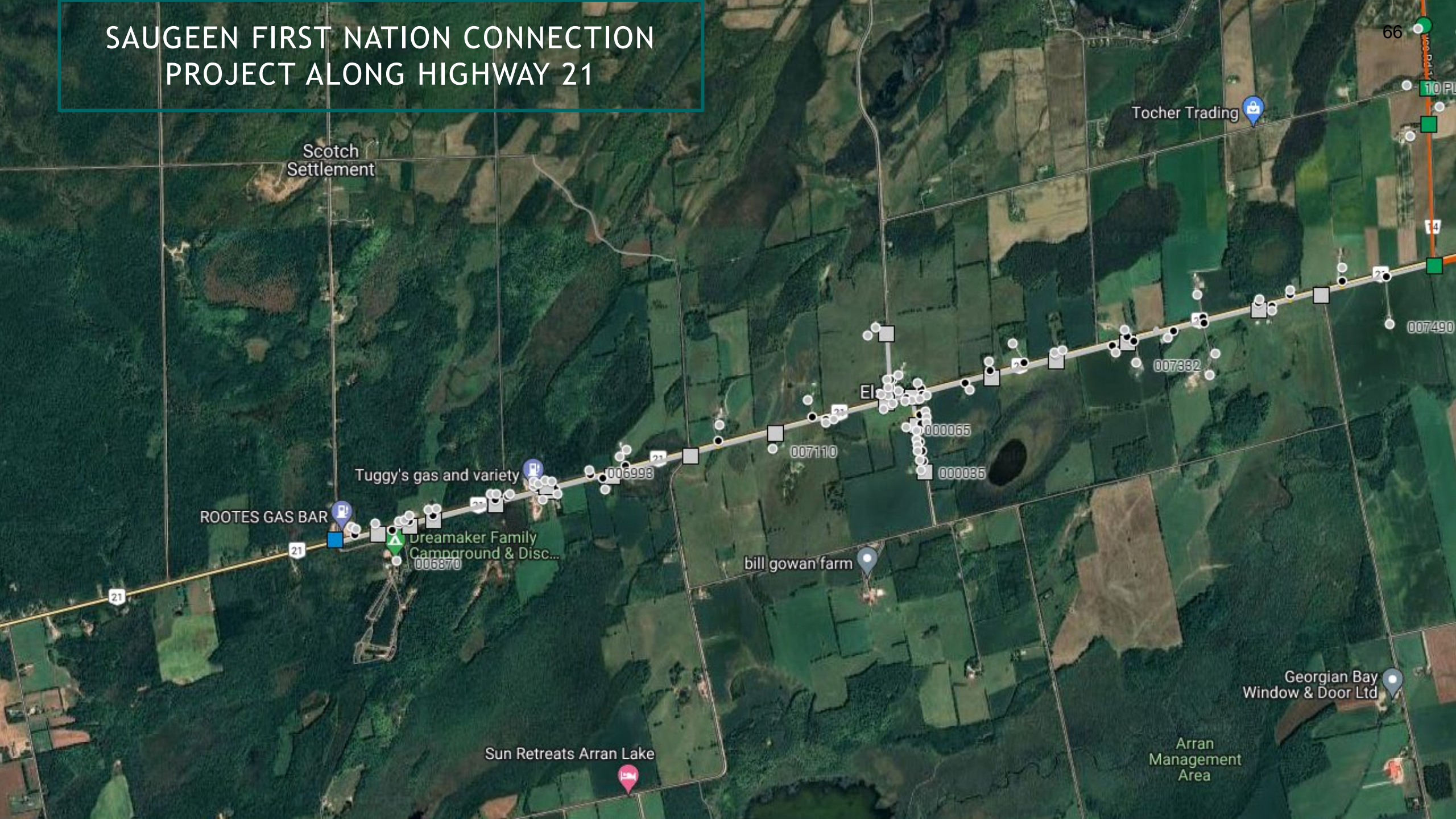
The logo for EH!tel Networks Inc. It features the text "EH!tel" in a bold, sans-serif font. The "EH" is in dark grey, the "!" is a small green maple leaf, and the "tel" is in green. To the left of the text is a green arc of dots.

EH!tel Networks Inc

- **Office in Holstein**
- **Rural FTTP Solutions**
- **Committed to our Communities**
- **Incorporated in 2010**
- **Awarded \$50M Funding
SWIFT/AHSIP**



SAUGEEN FIRST NATION CONNECTION PROJECT ALONG HIGHWAY 21



Scotch
Settlement

Tocher Trading

Tuggy's gas and variety

ROOTES GAS BAR

Dreamaker Family
Campground & Disc...

bill gowan farm

Sun Retreats Arran Lake

Georgian Bay
Window & Door Ltd

Arran
Management
Area

ARRAN-ELDESLIE VILLAGE of ELSINORE

- EH!tel is Connecting Saugeen First Nation's network with a new high capacity Fibre Line, and enabling "Fibre to the Premise" for those along Highway 21.
- EH!tel wishes to construct Fibre to the Premise to a dozen homes along Sideroad 15 North Arran in the village of Elsinore.
- AHSIP has designated this region to be funded with wireless technologies, thus future opportunity for this community to be service with fibre is unlikely.





SERVICES

- **Unlimited Internet**
- **Managed WiFi**
- **Home Phone**
- **HD Cable TV**
- **Corporate Services**

1000

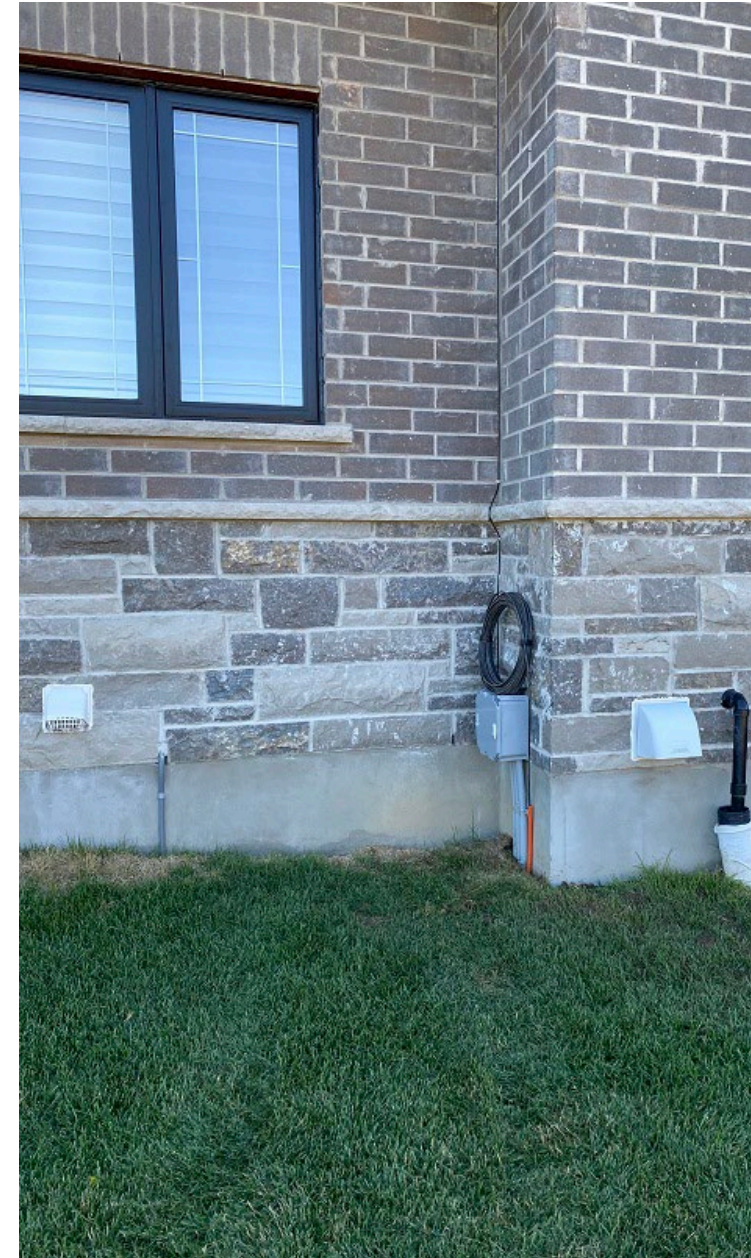


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SERVICE LINE INSTALLATION

- Marketing & Sales
- Signed Agreement (Permissions)
- Site Planning & Locates
- Schedule Service Line
- Schedule Service Installation





EH!tel Networks Inc

392058 Grey Road 109

Holstein, ON, N0G 2A0

To Whom It May Concern,

My name is Kayla Martin and I am the Project Administrator and GIS Mapping Technician for Eh!tel Networks Inc.

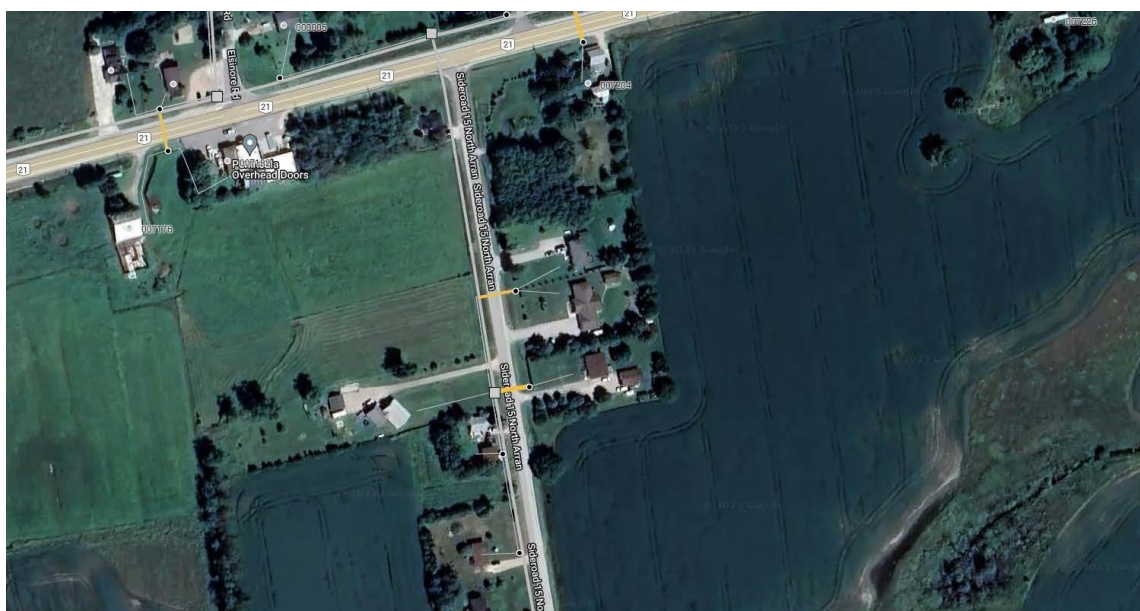
I am writing to you today because we are delighted to announce we are expanding our current Network from Scotch Settlement Road and Highway 21, 7 kilometers East to Bruce Road 14. We would like to include Sideroad 15 North Arran. Sideroad 15 North Arran is located between Highway 21 and Concession 13 West Arran, east of Allenford Ontario.

We are proposing to install one 1WAY-14/10 duct and two Vaults (24x36x24) on the West Side of Sideroad 15 North Arran. The total distance of this extension is approx. 500 meters.

All work shall be in accordance with Eh!tel construction standards. All work will be done within the right of way (R.O.W) The contractor will assume all liability for any damage it causes to existing utility plant and structures.

Contractor will complete test hole excavation as required for location verification of utility plant and structures. All Vaults will be flush to grade. Eh!tel and/or contractor will restore ground conditions to previous or better condition.

The Township roads will not be closed. A minimum of one lane will always remain open to traffic. All excavations within 4m of any driving lane will be backfilled at each days end. Eh!tel shall maintain pedestrian and vehicular access to public and private properties. Eh!tel will maintain a minimum depth of 1.2M below for all road crossings unless alternate approvals have been received.



ALL WORK SHALL BE IN ACCORDANCE WITH EH!TEL CONSTRUCTION STANDARDS. ALL WORK WILL BE DONE WITHIN THE R.O.W. UNLESS OTHERWISE SPECIFIED. ALL LINES ARE APPROXIMATE AND SHOWN FOR INFORMATION PURPOSES ONLY. EH!TEL WILL VERIFY EASEMENT EXISTENCE FOR ALL AREAS OUTSIDE THE R.O.W. THE CONTRACTOR SHALL ASSUME ALL LIABILITY FOR DAMAGE IT CAUSES TO UTILITY PLANT AND STRUCTURES. CONTRACTOR TO COMPLETE TEST HOLE EXCAVATION AS REQUIRED FOR LOCATION VERIFICATION OF UTILITY PLANT AND STRUCTURES. ALL VAULTS WILL BE FLUSH TO GRADE. EH!TEL AND/OR CONTRACTOR WILL RESTORE GROUND CONDITIONS TO PREVIOUS OR BETTER CONDITION

Township Roads will not be closed. A MIN of 1 lane will remain open to traffic at all times. All Excavations within 4m of any driving lane will be backfilled at EACH DAYS END. EH!TEL shall maintain pedestrian and vehicular access to public and private properties.

EH!TEL will maintain 1.2m MIN depth below road crossings. (1.2m under the elevation of the should rounding) Unless alternate approvals have been received.

EH!tel Networks Legend

- Primary Vaults - Flush Grade 24x36x24
- Primary Duct (14mmid/10mmid)
- Secondary Duct / RoadCrossings (14mmid/10mmid) or (1.25')
- Service Line to Premise
- Civic/Premise
- DV+lid Round H9"xD7.5" flush grade service vaults





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ALL WORK SHALL BE IN ACCORDANCE WITH EH!TEL CONSTRUCTION STANDARDS. ALL WORK WILL BE DONE WITHIN THE R.O.W. UNLESS OTHERWISE SPECIFIED. ALL LINES ARE APPROXIMATE AND SHOWN FOR INFORMATION PURPOSES ONLY. EH!TEL WILL VERIFY EASEMENT EXISTANCE FOR ALL AREAS OUTSIDE THE R.O.W. THE CONTRACTOR SHALL ASSUME ALL LIABILITY FOR DAMAGE IT CAUSES TO UTILITY PLANT AND STRUCTURES. CONTRACTOR TO COMPLETE TEST HOLE EXCAVATION AS REQUIRED FOR LOCATION VERIFICATION OF UTILITY PLANT AND STRUCTURES. ALL VAULTS WILL BE FLUSH TO GRADE. EH!TEL AND/OR CONTRACTOR WILL RESTORE GROUND CONDITIONS TO PREVIOUS OR BETTER CONDITION

Township Roads will not be closed. A MIN of 1 lane will remain open to traffic at all times. All Excavations within 4m of any driving lane will be backfilled at EACH DAYS END. EHTEL shall maintain pedestrian and vehicular access to public and private properties.

EHTEL will maintain 1.2m MIN depth below road crossings. (1.2m under the elevation of the should rounding) Unless alternate approvals have been received.

EH!Tel Networks Legend

Primary Vaults - Flush Grade
24x36x24

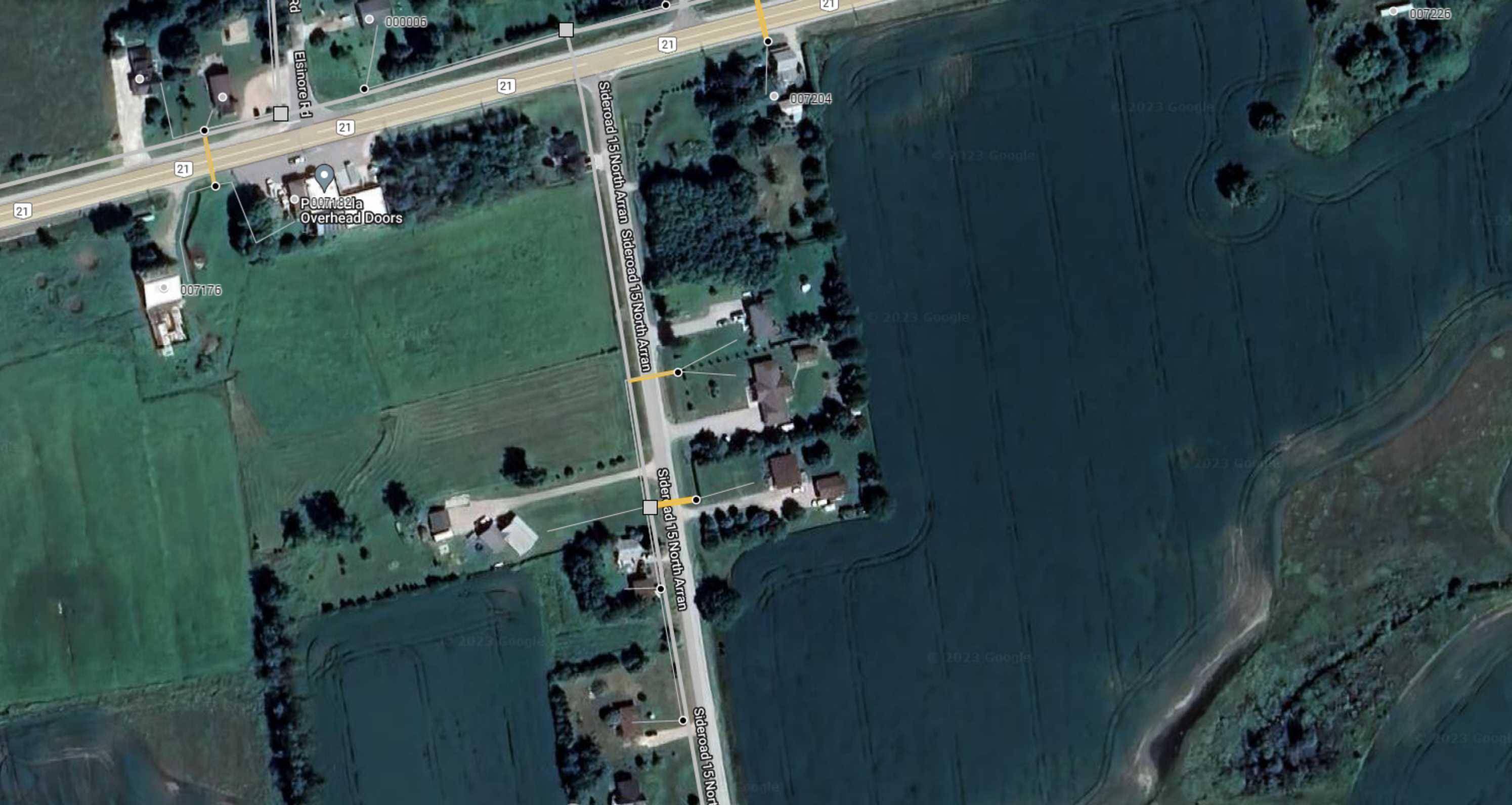
Primary Duct
(14mmod/10mmid)

Secondary Duct / RoadCrossings
(14mmod/10mmid) or (1.25")

Service Line to Premise

Civic/Premise

DV+lid Round H9"xD7.5"
flush grade service vaults









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ALL WORK SHALL BE IN ACCORDANCE WITH EH!TEL CONSTRUCTION STANDARDS. ALL WORK WILL BE DONE WITHIN THE R.O.W. UNLESS OTHERWISE SPECIFIED. ALL LINES ARE APPROXIMATE AND SHOWN FOR INFORMATION PURPOSES ONLY. EH!TEL WILL VERIFY EASEMENT EXISTANCE FOR ALL AREAS OUTSIDE THE R.O.W. THE CONTRACTOR SHALL ASSUME ALL LIABILITY FOR DAMAGE IT CAUSES TO UTILITY PLANT AND STRUCTURES. CONTRACTOR TO COMPLETE TEST HOLE EXCAVATION AS REQUIRED FOR LOCATION VERIFICATION OF UTILITY PLANT AND STRUCTURES. ALL VAULTS WILL BE FLUSH TO GRADE. EH!TEL AND/OR CONTRACTOR WILL RESTORE GROUND CONDITIONS TO PREVIOUS OR BETTER CONDITION

Township Roads will not be closed. A MIN of 1 lane will remain open to traffic at all times. All Excavations within 4m of any driving lane will be backfilled at EACH DAYS END. EHTEL shall maintain pedestrian and vehicular access to public and private properties.

EHTEL will maintain 1.2m MIN depth below road crossings. (1.2m under the elevation of the should rounding) Unless alternate approvals have been received.

EH!Tel Networks Legend

-  Primary Vaults - Flush Grade 24x36x24
-  Primary Duct (14mmod/10mmid)
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-  Service Line to Premise
-  Civic/Premise
-  DV+lid Round H9"xD7.5" flush grade service vaults

Dear Council Members,

First, I would like to thank you for your time, commitment, and hard work in our communities. I also know that you have a lot of issues on your agenda and decisions to make so thanks for accepting this correspondence.

In short, I just want to share a recent experience. On March 16, 2023 at about 8:30 a.m. I was walking my dog down the hill at the Chesley Community Centre on my way to the park and I slipped on some black ice. On my hands and knees trying to get myself upright I heard a car approaching fairly quickly and just managed to get myself up and out of the way.

My point is that the car could not see me until it was too close and I truly do not think that it could have stopped in time, just as any vehicle coming down that hill will not see children going up the hill. Summer is coming and that park is busy.

I know that you have been investigating the problem, and I am grateful but I implore you to do something soon before we have a tragedy in town that must be avoided. Can we not make that a pedestrian walkway only – at least in the summer?

Sincerely

Bernice Kozak

SAUGEEN VALLEY CONSERVATION AUTHORITY

Minutes

Meeting: Authority Meeting
Date: Thursday, February 16, 2023, 1:00 p.m.
Location: Administration Office, Formosa, ON
Chair: Barbara Dobreen

Members present: Paul Allen, Larry Allison, Kevin Eccles, Bud Halpin, Tom Hutchinson, Steve McCabe, Dave Myette, Mike Niesen, Sue Paterson, Moiken Penner, Jennifer Prenger, Bill Stewart, Peter Whitten

Members absent: Greg McLean

Delegates present: Glen Sheppard, Marsh Canada Ltd., Sean-Michael Stephen, Watson and Associates, Carl Seider, Drinking Water Source Protection

Staff present: Jennifer Stephens, Erik Downing, Donna Lacey, Elise MacLeod, Laura Molson, Janice Hagan, Ashley Richards

Chair Barbara Dobreen called the meeting to order at 1:00 p.m.

1. Land Acknowledgement

The Land Acknowledgement was read by Paul Allen:

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

2. Adoption of Agenda

At the request of the Chair, Items 7 c-f were removed from the Consent Agenda and placed under Item 8, New Business to allow for discussion.

Motion #G23-17

Moved by Tom Hutchinson

Seconded by Kevin Eccles

THAT the SVCA Board of Directors adopt the agenda for the Authority meeting on February 16, 2023, as amended.

Carried

3. Declaration of Pecuniary Interest

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

4. Adoption of Authority meeting minutes – January 19, 2023

Motion #G23-18

Moved by Bill Stewart

Seconded by Steve McCabe

THAT the SVCA Board of Directors adopt the minutes of the Authority meeting, January 19, 2023, as presented.

Carried

5. Presentations

a. Marsh Insurance

Glen Sheppard, Vice President of Marsh Canada Ltd, gave a presentation which summarized the current insurance coverage for SVCA directors and officers. He reviewed legal duties and obligations of the members, as well as risk management and prevention of incidents.

b. User Fee Review

Sean-Michael Stephen, Watson and Associates, submitted the completed User Fee review with the goal of assessing the Environmental Planning and Regulations full cost of plan review and permitting services. He submitted recommended fee changes for annual revenue and cost recovery. The Authority is advised to monitor regulatory changes to prepare for implementation of the recommended fees in 2024.

c. Corporate Services

Laura Molson presented an orientation session to the Directors regarding the Corporate Services department's functions and responsibilities.

d. Drinking Water Source Protection

Carl Seider presented an orientation session regarding the Drinking Water Source Protection Program and the obligations of municipalities and the SVCA Board of Directors under the *Clean Water Act, 2006*.

6. General Manager's Report

Jennifer Stephens provided an update to Board and noted that she has been meeting with municipal CAOs to discuss the Inventory of Programs and Services with a goal of having municipal agreements for nonmandatory services in place by July 2023. Jennifer also discussed Bill 23: *More Homes, More Choices Act* and noted that staff have been conducting meetings with the

municipalities to discuss their new roles and responsibilities in natural heritage commenting and to assist with transition planning.

7. Consent agenda

Motion #G23-19

Moved by Sue Paterson

Seconded by Bill Stewart

THAT the reports and information contained in the Consent Agenda, [Item7a-c], along with their respective recommended motions be accepted as presented.

Carried

8. New Business

a. Strategic Plan Update

Jennifer Stephens provided an update on the Strategic Plan initiative and reported that the overarching theme is organizational excellence. She presented the proposed mandate and vision statements.

Motion #G23-20

Moved by Paul Allen

Seconded by Steve McCabe

THAT the proposed new vision and mandate statement as outlined be endorsed.

Carried

b. 2023 Workplan

Jennifer Stephens presented the 2023 Operational Workplan outlining the overall goals and tasks for each department. The workplan also includes target dates for recommended strategic activities.

Motion #G23-21

Moved by Bill Stewart

Seconded by Moiken Penner

THAT the proposed 2023 SVCA Workplan be endorsed.

Carried

c. Standing Committees Terms of Reference

The Terms of Reference (ToR) for the Water Resources, Forestry, and Property and Parks Committees were presented to the Authority for approval. The members requested that the ToR be amended to include a review (Item 9) at the beginning of each new term for the Authority.

Motion #G23-22

Moved by Tom Hutchinson

Seconded by Kevin Eccles

THAT the proposed Terms of Reference for the Water Resources, Forestry, and Property and Parks Committees be endorsed as amended.

d. Provincial Offences Officer Designation

Erik Downing reported that Trent Francis, Regulations Officer, and Jilliana Wiersma, Lands Technician have both fulfilled the requirements for the Provincial Offences Officer (POO) designation. It was recommended that both staff members be designated as SVCA POO officers.

Motion #G23-23

Moved by Larry Allison

Seconded by Bud Halpin

THAT SVCA Regulations Officer Trent Francis be designated by the SVCA Board of Directors as a Provincial Offences Officer for the purpose of enforcing Section 28 of the *Conservation Authorities Act*; and

FURTHER THAT SVCA Lands Technician Jilliana Wiersma be designated by the SVCA Board of Directors as a Provincial Offences Officer for the purpose of enforcing Section 29 of the *Conservation Authorities Act*.

Carried

e. Request for Endorsement: Permits Issued

Motion #G23-24

Moved by Jennifer Prenger

Seconded by Bill Stewart

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications (23-007-23-012), pursuant to Ontario Regulation 169/06, as approved by staff, be endorsed.

Carried

f. Policies

i. Accommodation Policy

Motion #G23-25

Moved by Larry Allison

Seconded by Bud Halpin

That the Saugeen Valley Conservation Authority approve the proposed Accommodation Policy.

Carried

ii. Work from Home Policy

Motion #G23-26

Moved by Peter Whitten

Seconded by Steve McCabe

That the Saugeen Valley Conservation Authority approve the Remote Work Program on a permanent basis.

Carried

9. Closed Session – To discuss a pending acquisition of land by the Authority.

Motion #G23-27

Moved by Bud Halpin

Seconded by Moiken Penner

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

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

Carried

Motion #G23-31

Moved by Kevin Eccles

Seconded by Mike Niesen

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

Carried

Chair Dobreen reported that only the items pertaining to the acquisition of land by the Authority were discussed in the Closed Session and that staff were given direction.

Adjournment

There being no further business, the meeting adjourned at 3:38 p.m. on motion of Sue Paterson and Kevin Eccles.

Barbara Dobreen
Chair

Janice Hagan
Recording Secretary



J. Paul Dubé, Ombudsman

BY E-MAIL

March 21, 2023

Council for the Municipality of Arran-Elderslie

Municipal Office
1925 Bruce Road 10
P.O. Box 70
Chesley ON N0G 1L0

Dear Members of Council for the Municipality of Arran-Elderslie:

Re: Report – Office of the Ontario Ombudsman

I have completed my investigation into a complaint regarding closed meetings held by council for the Municipality of Arran-Elderslie on September 12 and September 26, 2022. Please find my final report enclosed.

The Clerk indicated that my report would be shared with council and made available to the public no later than the next meeting of council. At that time, I will also post a copy of the report on my website at ombudsman.on.ca.

Yours truly,

A handwritten signature in blue ink, appearing to read 'J. Paul Dubé'.

J. Paul Dubé
Ombudsman of Ontario

cc. Clerk Christine Fraser-McDonald

483 Bay Street, 10th Floor, South Tower / 483, rue Bay, 10^e étage, Tour sud
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Ombudsman Report

**Investigation into a complaint
about closed meetings held by
the Municipality of Arran-Elderslie
on September 12 and 26, 2022**

**Paul Dubé
Ombudsman of Ontario
March 2023**

Complaint

- 1 My Office received a complaint that council for the Municipality of Arran-Elderslie (the “Municipality”) held meetings on September 12 and 26, 2022 that did not fit within the closed meeting exceptions in the *Municipal Act, 2001*¹ (the “Act”). The complaint alleged that council discussed a vacant municipal position while *in camera* contrary to the open meeting rules.

Ombudsman jurisdiction

- 2 Under the *Municipal Act*, all meetings of council, local boards, and committees of council must be open to the public, unless they fall within prescribed exceptions.
- 3 As of January 1, 2008, the Act gives anyone the right to request an investigation into whether a municipality has complied with the Act in closing a meeting to the public. Municipalities may appoint their own investigator. The Act designates the Ombudsman as the default investigator for municipalities that have not appointed their own.
- 4 The Ombudsman is the closed meeting investigator for the Municipality of Arran-Elderslie.
- 5 In investigating closed meeting complaints, we consider whether the open meeting requirements of the Act and the municipality’s governing procedures have been observed.
- 6 Our Office has investigated hundreds of closed meetings since 2008. To assist municipal councils, staff, and the public, we have developed an online digest of open meeting cases. This searchable repository was created to provide easy access to the Ombudsman’s decisions on, and interpretations of, the open meeting rules. Council members and staff can consult the digest to inform their discussions and decisions on whether certain matters can or should be discussed in closed session, as well as issues related to open meeting procedures. Summaries of the Ombudsman’s previous decisions can be found in the digest: www.ombudsman.on.ca/digest.

¹ SO 2001, c 25.

Investigative process

- 7 On October 27, 2022 we advised the Municipality of our intent to investigate this complaint.
- 8 We reviewed relevant portions of the Municipality's by-laws and policies, the meeting records, and the Act. We interviewed members of council, the Clerk, and the Chief Administrative Officer (the "CAO"). We also spoke to the Economic Development Manager for Bruce County.
- 9 My Office received full co-operation in this matter.

Background

- 10 The CAO told my Office that prior to the September 12 meeting, the Economic Development Manager for Bruce County contacted her with a proposal to provide the Municipality with economic development support through a Regional Relief Economic Development pilot project (the "pilot project"). In this pilot project, municipalities would receive assistance, including services from County employees, for various economic development projects. The County was also approaching its other lower-tier municipalities to participate in the program.
- 11 According to the CAO, at that time, the Municipality's Community Development Coordinator position (responsible for promoting local economic growth) was vacant and the Municipality was in need of assistance for its economic development projects. The CAO worked with the County's Economic Development Manager to establish terms for the pilot project, such as determining which economic development initiatives should be prioritized. A draft memorandum of understanding between the County and the Municipality was also prepared by staff for the County's council and the Municipality's council to review.
- 12 My Office was told by the Economic Development Manager that the details and terms of the pilot project were supplied to the Municipality in confidence, in part because they contained labour relations and financial information. This was not an explicit arrangement. According to the Economic Development Manager, there was an implicit understanding between the County's staff and the Municipality's staff that the pilot project and the memorandum of understanding were not to be made public until they had been reviewed and approved by the County's council.

- 13 The CAO agreed and told our Office that she had also an implicit understanding that the information supplied by the County was confidential.
- 14 Once staff prepared the draft memorandum of understanding, it was placed on the Municipality's September 12, 2022 council meeting closed session agenda for council's review.

September 12, 2022 meeting

- 15 Council for Arran- Elderslie held a meeting on September 12, 2022. According to the meeting minutes, council proceeded into closed session to discuss three items. One of the items was described as a "Recruitment/Employee Matter". The clerk told our Office that the item referred to the pilot project. The resolution to proceed *in camera* indicated that council cited the "personal matters" exception in subsection 239(2)(b) of the Act to discuss this item.
- 16 We were told by council members and staff present during the closed meeting that, while *in camera*, staff presented the pilot project proposal and the draft memorandum of understanding. Council discussed and asked staff questions about the pilot project.
- 17 In addition to discussing the pilot project, council also discussed the Municipality's vacant Community Development Coordinator position. In particular, we were told that individual council members were concerned about the impact the pilot project would have on the role and responsibilities of the Community Development Coordinator.
- 18 According to the closed meeting minutes, the discussion was held in closed session because the pilot project and memorandum of understand had not been made public by the County. Council members also told us that they understood the County preferred that information about the pilot project remain confidential.
- 19 While in closed session, council provided direction to staff.

September 26, 2022 meeting

- 20 Council held a meeting on September 26, 2022. According to the meeting minutes, the County's Economic Development Manager attended the meeting and discussed the pilot project in open session. The minutes indicate that council approved the Municipality's participation in the pilot project and directed staff to finalize the memorandum of understanding.

- 21 The Economic Development Manager told my Office that at the time of the September 26 meeting, the County no longer considered the information confidential because the County's council had reviewed and approved the pilot project and memorandum of understanding.
- 22 Staff and council members confirmed that there was no closed session discussion on this topic at the September 26 meeting.

Analysis

Applicability of the exception for personal matters

- 23 The Municipality cited section 239(2)(b), personal matters about an identifiable individual, when it moved into closed session to discuss the pilot project on September 12, 2022.
- 24 The Information and Privacy Commissioner (IPC) has found that information will only qualify as personal for the purposes of the Act if it pertains to an individual in their personal capacity, rather than their professional capacity. However, information about a person in their professional capacity may still qualify if it reveals something personal about the individual.² My Office has consistently found that discussions relating to an identifiable individual's employment history and qualifications for a particular job fit within the exception for personal matters.³ Discussions about an individual's conduct will generally be considered personal.⁴
- 25 We were told that council relied on the exception for personal matters to discuss the pilot project in camera because the discussion could have included information about an identifiable individual, the person who was previously employed as the Community Development Coordinator. However, our investigation confirmed that the closed session discussion did not involve any personal information about any identifiable individuals, including the previous Community Development Coordinator.

² *Aylmer (Town) (Re)*, 2007 CanLII 30462 (ON IPC), online: <<http://canlii.ca/t/1scqh>>.

³ *Burk's Falls / Armour (Village of / Township)*, 2015 ONOMBUD 26, online: <<http://canlii.ca/t/gtp6w>>.

⁴ *Madawaska Valley (Township) (Re)*, 2010 CanLII 24619 (ON IPC), online: <<http://canlii.ca/t/29p2h>>.

- 26** Members of council and the clerk also told my Office that the “personal matters” exception applied because the discussion involved information about the Community Development Coordinator position, including the general responsibilities and duties, salary, other employment details, and how this role could have potentially been impacted by the pilot project.
- 27** Information about an individual in their professional capacity, such as salary, may qualify as personal information if it reveals something of a personal nature. In this case, the Community Development Coordinator position was vacant at the time of the meeting, so the discussion did not involve an identifiable individual. Council’s discussion was general in nature and only pertained to the position itself, rather than an individual in that role. Accordingly, the “personal matters” exception did not apply to the discussion on Sept. 12, 2022.

Applicability of the exception for information supplied in confidence by a third party

- 28** Council did not cite the “information supplied in confidence by a third party” exception found in section 239(2)(l) of the Act in its resolution to proceed into closed session on Sept. 12, 2022. However, my Office considered during our review whether council’s discussion fit within this exception.
- 29** The purpose of the exception is to protect confidential information about third parties which has been provided to the municipality.⁵ The exception applies to “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[.]”⁶
- 30** In a 2021 report about the City of Greater Sudbury, my Office found that information provided by a third party to staff regarding a development proposal fit within the exception.⁷ In that case, the third parties were concerned that if details of the proposal were made public, they could be pressured to provide funding to other municipalities for similar projects on similar terms.

⁵ *Greater Sudbury (City of) (Re)*, 2021 ONOMBUD 10, online: < <https://canlii.ca/t/jfvt3>>.

⁶ *Municipal Act, 2001*, SO 2001, c 25 s 239(2)(l).

⁷ *Greater Sudbury (City of) (Re)*, 2021 ONOMBUD 10, online: < <https://canlii.ca/t/jfvt3>>.

- 31 In this case, council received labour relations and financial information from Bruce County during a closed session. The Economic Development Manager and the CAO confirmed that this information had been implicitly supplied in confidence and belonged to Bruce County, a third party.
- 32 Those we interviewed explained that discussions between Bruce County and the Municipality related to the pilot project were ongoing at the time of the Sept. 12 meeting. If details regarding the pilot project or the draft memorandum of understanding were disclosed, this information could have significantly interfered with ongoing discussions of similar projects between the County and other lower-tier municipalities.
- 33 Accordingly, the closed session discussion about the pilot project on Sept. 12, 2022 fit within the “information supplied in confidence by a third party” exception.

Parsing the discussion

- 34 During interviews, we were told that the discussion about the pilot project also included a discussion about the Municipality’s vacant Community Development Coordinator position. Those we interviewed said that council would not have been able to separate the discussion about the Community Development Coordinator position from the broader pilot project topic.
- 35 In *St. Catharines v. IPCO, 2011*, the Divisional Court found that it is unrealistic to expect municipal councils to split up discussions to ensure that nothing which can be discussed in open session is ever discussed in a closed meeting.⁸ This applies to discussion on a single topic, where splitting the information would require interrupting the conversation.
- 36 In this case, the portions of the closed session discussion about the vacant Community Development Coordinator position did not fit within the open meeting exceptions. However, this information was discussed in relation to the pilot project, including the project’s impact on the responsibilities and role of the Community Development Coordinator. The information was necessary for council to assess the Municipality’s participation in the pilot project in a meaningful way and could not have been parsed from the closed session discussion.

⁸ *St. Catharines (City) v. IPCO*, 2011 ONSC 2346, online: <<https://canlii.ca/t/fkqfr>>.

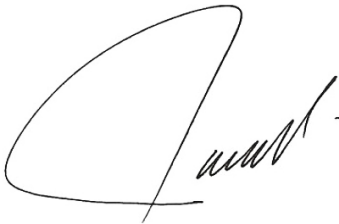
- 37 Accordingly, council's closed session discussion regarding the Community Development Coordinator position on Sept. 12, 2022 did not contravene the open meeting rules.

Opinion

- 38 Council for the Municipality of Arran-Elderslie was permitted to discuss the Regional Relief Economic Development pilot project in closed session on September 12, 2022. While the discussion did not fit within the cited exception under the *Municipal Act, 2001* for "personal matters", my review found that the exception for "information supplied in confidence by a third party" applied to the discussion.
- 39 Council did not discuss the Regional Relief Economic Development pilot project in closed session on September 26, 2022.

Report

- 40 The Municipality of Arran-Elderslie was given the opportunity to review a preliminary version of this report and provide comments. No comments were received.
- 41 My report should be shared with council for the Municipality of Arran-Elderslie. My report should be made available to the public as soon as possible, and no later than the next council meeting.



Paul Dubé
Ombudsman of Ontario

**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES**
Annual General Meeting & Full Authority Board of Directors
Wednesday, February 22, 2023, at 1:00 p.m.

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

1. Call to Order

Chair Scott Greig called the meeting to order at 1:00 p.m., welcomed all those present in person and virtually, and welcomed past Board Members and Guests.

Directors Present In-Person: Chair Scott Greig, Jon Farmer, Scott Mackey, Robert Uhrig, Tony Bell, Tobin Day, Sue Carleton, Nadia Dubyk, Alex Maxwell, Jay Kirkland, Jennifer Shaw

Directors Present Virtually: None

Regrets: None

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Information Services, Gloria Dangerfield; Manager of Financial and Human Resource Services, Alison Armstrong; Manager of Conservation Lands, Rebecca Anthony; Water Resources Coordinator, John Bittorf; Forestry Coordinator, Mike Fry; Forestry Technician, Cam Bennett; DSWP Coordinator, Carl Seider; Manager of Environmental Planning, MacLean Plewes; Operations Manager, Morgan Barrie

Guests In-Person: Marion Koepke, Andrea Matrosovs, Randy Scherzer, Don Sankey, Dick Hibma, Cathy Little, Barbara Dobreen, Jennifer Stephens, Nancy McGee, Bob Knapp

Guest Virtual: MP Alex Ruff

2. Disclosure of Pecuniary Interest

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

3. Call for Additional Agenda Items

Nothing at this time.

4. Adoption of Agenda

Motion No.:
FA-23-001

Moved By: Tony Bell
Seconded By: Scott Mackey

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of February 22, 2023.

Carried

5. Remarks from the Chair

Chair Greig expressed how great it was to have the GSCA AGM in person once again. Asked Members and guests to reflect on the passing of Elwood Moore and gave a brief history of who Elwood was and his long contribution to the GSCA, his community, and the environment.

“Let us sit for this term committed to advancing conservation endeavors and results and to better inform and educate residents on the benefits of protecting our natural resources for today’s generation, tomorrow’s generations and beyond.”

It was noted that the GSCA celebrated Elwood’s 100th birthday with a commemorative bench in the Inglis Falls Arboretum and that despite the weather Elwood was able to join and share a few words.

Chair Greig remarked on the difficulties and pressures that Conservation Authorities and Municipalities have experienced in the last few years.

“It has certainly been my pleasure the last two years to represent the Authority, pulling together as one and continuing to punch well above its weight for our comparable size of Authorities in Ontario.”

6. Greetings from Guests

MP Alex Ruff brought greetings from his office and wished to have been able to attend in person. MP Ruff gave thanks to the Board, Elwood Moore, and the GSCA.

Deputy CAO, Randy Scherzer, brought greetings from Grey County, and looks forward to continuing to work with GSCA staff and Board.

Deputy Mayor Barbara Dobreen, Saugeen Valley CA Board Chair, and, Jennifer Stephens, SVCA General Manager, brought greetings from Saugeen Valley CA, remarked on how strongly GSCA and SVCA have continued to move forward on their mutual mission and vision. Looking forward to continuing working with the GSCA and Board.

Board Chair Don Sankey brought greetings on behalf of the Grey Sauble Conservation Foundation (GSCF) and gave a brief introduction of the work that the GSCF does in the community and for GSCA.

Board Chair Bob Knapp brought greetings on behalf of the Friends of Hibou (FoH) and gave a brief introduction of the FoH group and the work they do on behalf of the GSCA. 2023 marks the 50th Anniversary of the Hibou Conservation Area and will be marked with a celebratory concert.

Past Board Chair, Cathy Little brought greetings as past Board Chair and Friends of Kimberly Forest, mentioned that it was refreshing to see so many new Board Members and expressed that they will find it a rewarding experience.

Mayor Andrea Matrosovs brought greetings on behalf of the Town of the Blue Mountains and as past Vice Chair. Expressed the rewarding experience of being part of and contributing to the GSCA.

7. Board Appointments

i. Election of Officers

a. Appointment of Chair Pro Tem

Chair Greig asked for Dick Hibma to be appointed as Chair Pro Tem and vacated the Chair's position.

Motion No.: FA-23-002	Moved By: Seconded By:	Robert Uhrig Nadia Dubyk
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THAT Dick Hibma be appointed as Chair Pro Tem for the 2023 election of officers.

Carried

b. Review of Voting Procedures

Chair Pro Tem, Dick Hibma, acknowledged the privilege and thanked the Board for having him serve as Chair Pro Tem. Mr. Hibma gave a brief review of the voting procedures for electing the Chair and Vice Chair.

c. Appointment of Scrutineers

Motion No.: FA-23-003	Moved By: Seconded By:	Jon Farmer Jennifer Shaw
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THAT Don Sankey and Randy Scherzer be appointed scrutineers.

Carried

Chair Pro Tem, Dick Hibma, called three (3) times for nominations from the floor for the position of Chair for 2023.

1. Member Scott Mackey nominated Sue Carleton for the position of Chair for 2023.
2. No nominations.
3. No nominations.

d. Election of 2023 Chair

Motion No.: FA-23-004	Moved By: Seconded By:	Nadia Dubyk Scott Greig
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THAT nominations for the election of Chair for 2023 close.

Carried

Member Sue Carleton accepted her nomination of Chair for 2023 and thanked Member Scott Mackey for nominating her.

Chair Pro Tem, Dick Hibma, declared Sue Carleton as Chair for 2023 by acclamation.

e. Election of 2023 Vice Chair

Chair Pro Tem, Dick Hibma, called three (3) times for nominations from the floor for the position of Vice Chair for 2023.

1. Member Scott Mackey nominated Scott Greig for the position of Vice Chair for 2023.
2. No nominations.
3. No nominations.

Motion No.:	Moved By:	Jay Kirkland
FA-23-005	Seconded By:	Robert Uhrig

THAT nominations for the election of Vice Chair for 2023 close.

Carried

Member Scott Greig accepted his nomination of Vice Chair for 2023 and thanked Member Scott Mackey for nominating him.

Chair Pro Tem, Dick Hibma, declared Scott Greig as Chair for 2023 by acclamation.

Motion No.:	Moved By:	Jon Farmer
FA-23-006	Seconded By:	Tony Bell

THAT the Grey Sauble Conservation Authority Board of Directors has elected and/or appointed for the year 2023 GSCA Officers as follows:

Chair: Sue Carleton

Vice Chair: Scott Greig

Carried

ii. Remarks by 2023 Chair Elect and 2023 Vice Chair Elect

“I would like to start off by thanking those who nominated me, and to all of you who believe that I have the skillset needed to be the Chair. I attended my first Grey Sauble Conservation Authority meeting six years ago, at a meeting similar to this one with Dick Hibma being elected as the Chair. At the time, Dick had been Chair for a number of years and looked to be willing to carry on for many more years. Even then I can remember thinking to myself this was not a position I thought I would ever want to do. And I thought that because I knew very little about the conservation authority at the time and what they did. I know fractionally more now but the difference is that I know firmly believe in what our Conservation Authority does. I see the value given to our municipalities and our communities. I think it is important that we support all conservation authorities to make use our lands are properly cared for, to ensure future generations have green spaces to visit, trails to walk on, species to appreciate, and so much more.” – Chair, Sue Carleton

Chair Carleton gave thanks to staff, fellow Board Members, volunteers and partners.

Vice Chair Scott Greig expressed that he has always enjoyed his time working with the GSCA and looks forward to continuing to work with the Board and staff to meet the pressures and challenges in the coming year.

iii. Appointments

A Member asked if Members are required to serve on a minimum number of committees. The CAO answered that Members are not required to serve on a minimum number of committees, just that committees have a specified number of members.

Member asked how much time commitment is required. Vice Chair Greig answered that the time required has not been onerous.

a. Conservation Foundation

- i. Scott Mackey, Nadia Dubyk, Tobin Day, and Scott Greig volunteered.

b. Forestry Committee

- i. Jay Kirkland, Scott Greig, and Scott Mackey volunteered.

c. Arboretum Alliance

- i. Sue Carleton volunteered.

d. Indigenous and GSCA Relationships Committee

- i. Jon Farmer, Tobin Day, Nadia Dubyk, Robert Uhrig, and Jennifer Shaw volunteered.

e. Agricultural Committee

- i. Tony Bell, Alex Maxwell, (Scott Mackey, Jennifer Shaw)
 - Staff to bring forward amended Terms of Reference to the next Board Meeting to expand the number of members for this committee.

f. Building Ad Hoc Committee

- i. Alex Maxwell, Nadia Dubyk, Jay Kirkland, Scott Greig

Motion No.:
FA-23-007

Moved By: Jon Farmer
Seconded By: Robert Uhrig

THAT the Grey Sauble Conservation Authority Board of Directors make the following appointments to the Committees as listed:

Conservation Foundation – Scott Mackey, Nadia Dubyk, Tobin Day, and Scott Greig

Forestry Committee – Jay Kirkland, Scott Greig, and Scott Mackey

Arboretum Alliance – Sue Carleton

Conservation Ontario Council

Voting Reps – Sue Carleton

1st Alternate – Scott Greig

2nd Alternate – Tim Lanthier

Indigenous Relationships Committee – Jon Farmer, Tobin Day, Nadia Dubyk, Robert Uhrig, and Jennifer Shaw

Building Ad Hoc Committee – Alex Maxwell, Nadia Dubyk, Jay Kirkland, and Scott Greig

Agricultural Advisory Committee – Tony Bell and Alex Maxwell

Carried

iv. **Appointment of General Counsel**

Motion No.:	Moved By:	Scott Greig
FA-23-008	Seconded By:	Jon Farmer

THAT the Grey Sauble Conservation Authority Board of Directors appoint Middlebro' & Stevens LLP as GSCA's General Counsel for the year 2023, with the option to engage the services of other solicitors, as necessary.

Carried

v. **2023 Board of Directors Meeting Schedule**

Motion No.:	Moved By:	Scott Greig
FA-23-009	Seconded By:	Jennifer Shaw

THAT the Grey Sauble Conservation Authority Board of Directors approve the 2023 BOD's meeting dates as follows:

February 22nd (AGM); March 22nd; April 26th; May 24th; June 28th; July 26th (optional); August 23rd; September 27th; October 25th; November 22nd; and December 20th.

Carried

The Board of Directors recessed for 15 minutes at 2:13 p.m.

8. **Approval of Minutes**

Motion No.:	Moved By:	Scott Greig
FA-23-010	Seconded By:	Robert Uhrig

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of December 21, 2022.

Carried

A Member remarked on a question that had been raised regarding including Member names in comments and questions, the matter had been reviewed and it was concluded that, not including Member's names is the standard practice.

A Member commented that they prefer Member names being included, however; deferred to the will of the Board. Names will not be included.

9. **Business Out of Minutes**

Nothing at this time.

10. Consent Agenda

Motion No.:
FA-23-011

Moved By: Scott Mackey
Seconded By: Jennifer Shaw

THAT in consideration of the Consent Agenda Items listed on the February 22, 2023, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits – December 2022 & January 2023; (ii) Administration – Receipts & Expenses – December 2022 & January 2023; (v) Minutes – GSC Foundation – December 7, 2023; Friends of Hibou – November 14, 2022; Inglis Falls Arboretum Alliance – September 30, 2022; Beaver River Watershed Initiative – June & September 2022; (vi) Recent Media Articles

Carried

A Member asked with regard to GSCA receipts and expenses, are staff are able to settle accounts prior to approval? The CAO clarified that staff are able to process accounts without Board approval, the purpose of the inclusion of receipts and expenses in the consent agenda is to inform Members.

11. Business Items

i. **Administration**

a. **GSCA 2023 Priority Workplan**

The CAO, Tim Lanthier introduced the GSCA Strategic Plan, its relationship to the organization and to the departmental work plans. It was noted that the workplan does not represent the entirety of the work that staff are doing but rather those items that may be over and above the daily or regular tasks that staff undertake.

A Member asked with regard to the status of Low Impact Development (LID) standards and practices. Mr. Lanthier replied that staff does not do a lot of work around LIDs due to not having an engineer on staff. Staff have explored LIDs and encourage their use wherever possible. It was noted that in the end the decision lies with municipalities and not conservation authorities.

A Member noted that the workplan does not specify anything around seeking opportunities for generating revenue and asked if GSCA staff are considering any future revenue generating activities and/or services. Mr. Lanthier clarified that staff are actively seeking revenue generating items, however, the staff cannot commit to a specific dollar amount for the purposes of the workplan, making it difficult to measure.

Motion No.:
FA-23-014

Moved By: Tobin Day
Seconded By: Nadia Dubyk

WHEREAS the General Membership of the Authority has approved a Strategic Plan for the operations of the Authority;

AND WHEREAS The Chief Administrative Officer of the Authority is responsible for developing short and long-term goals of the Authority to support the Strategic Plan;

THAT the Grey Sauble Conservation Authority Board of Directors accept and approve the 2023 Priority Workplan as presented.

Carried

b. Draft 2023 Budget – For Approval

The CAO, Tim Lanthier, presented the 2023 draft budget to the Board. At the December 22nd, 2022, Board of Directors meeting, the Board received and reviewed the budget and gave direction for staff to circulate the draft budget for the minimum required 30 days along with an invitation for staff to visit councils for information presentations and to field questions. Mr. Lanthier spoke to those Municipal Councils that requested a presentation.

Mr. Lanthier explained that there would be four separate motions as required by the Conservation Authorities Act, the purpose of each of the four motions, and how the votes are weighted.

A Member asked with regard to why more Municipalities did not accept the invitations. Mr. Lanthier answered that it is not unusual for municipalities to not reach out for a presentation.

A Member asked if there was any feedback from the municipalities with regard to the budget and levy.

Mr. Lanthier answered that the Municipality of Arran-Elderslie and the Township of Chatsworth had both passed motions of support for the budget. Some members of The Town of the Blue Mountains council expressed concern over the portion that their municipality pays versus the other participating municipalities. Mr. Lanthier explained how the process of apportionment works based on modified current value assessments as laid out in the Conservation Authorities Act and provided to GSCA by the Ministry.

A Member noted that the current budget incorporates a higher percentage of user pay revenue versus levy.

A Member asked with regard to the voting procedure and if there would be a clearer method. Mr. Lanthier clarified that the Budget vote is the only item that uses this voting format.

Motion No.:
FA-23-014

Moved By: Jon Farmer
Seconded By: Jay Kirkland

WHEREAS the Conservation Authorities Act provides that an Authority shall have the power to determine the portion of total benefit afforded to each municipality in establishing the annual levy, the Grey Sauble Conservation Authority resolves as follows, subject to such regulations under the Act:

- i) That all participating municipalities be designated as benefiting for all projects included in the 2023 Operating Budget including administration and maintenance and the 2023 Capital Budget unless otherwise specified in the budget;**
 - ii) That the Authority's share of the cost of the program and projects included in the 2023 Budget shall be raised from all participating municipalities as part of the General Levy, unless otherwise specified in the Budget;**
 - iii) That the 2023 General Levy be apportioned to the participating municipalities in the proportion that the modified current value assessment of the whole is under the jurisdiction of the Authority, unless otherwise provided in the levy for a project;**
 - iv) That the appropriate Authority officials be directed to advise the participating municipalities pursuant to the Conservation Authorities Act and the regulations made thereunder; to levy the said municipalities the amount of General Levy set forth in the 2023 Operating Budget, to levy the said municipalities the amount of**
-

the General Levy set forth in the 2023 Capital Budget and in the approved projects of the Authority, and any special levy attributable to any project which has been deemed to be of specific benefit to any particular municipality.

Carried

Motion No.:
FA-23-015

Moved By: Jon Farmer
Seconded By: Jennifer Shaw

THAT the Grey Sauble Conservation Authority adopt a matching levy for the year 2023 of \$37,056.00 as required by Ontario Regulations 139/96 and 231/97.

Carried

Director	Yay	Nay	Absent
Alex Maxwell	X		
Jon Farmer	X		
Robert Uhrig	X		
Tobin Day	X		
Jay Kirkland	X		
Tony Bell	X		
Nadia Dubyuk	X		
Jennifer Shaw	X		
Scott Mackey	X		
Sue Carleton	X		
Scott Greig	X		

Motion No.:
FA-23-016

Moved By: Scott Greig
Seconded By: Jay Kirkland

THAT the Grey Sauble Conservation Authority adopt a non-matching levy for the year 2023 of \$1,603,569.00 as required by Ontario Regulations 139/96 and 231/97.

Carried

Director	Yay	Nay	Absent
Alex Maxwell	X		
Jon Farmer	X		
Robert Uhrig	X		
Tobin Day	X		
Jay Kirkland	X		
Tony Bell	X		
Nadia Dubyuk	X		
Jennifer Shaw	X		
Scott Mackey	X		
Sue Carleton	X		
Scott Greig	X		

Motion No.:
FA-23-017

Moved By: **Scott Mackey**
Seconded By: **Nadia Dubyk**

THAT the Grey Sauble Conservation Authority adopt the budget as presented for the year 2023 in the amount of \$3,982,929.00.

Carried

Director	Yay	Nay	Absent
Alex Maxwell	X		
Jon Farmer	X		
Robert Uhrig	X		
Tobin Day	X		
Jay Kirkland	X		
Tony Bell	X		
Nadia Dubyuk	X		
Jennifer Shaw	X		
Scott Mackey	X		
Sue Carleton	X		
Scott Greig	X		

c. Q4 Investment Portfolio Update

The Manager of Financial and Human Resources, Alison Armstrong, gave a brief overview of the GSCA's investment history and strategy. It was noted that 2022 was a difficult year for GSCA's investment portfolio and marks only the second year that GSCA's portfolio had experienced a loss. The Portfolio Manager will be making a presentation to the Board within the second Quarter of the year.

A Member asked if any profit of investments have been budgeted for and ear marked for something. Alison answered that the proceeds of investment are not budgeted for and that GSCA's investments are reserve funds. Ms. Armstrong gave a brief overview of the reserve funds and their uses.

A Member questioned the fees of managing the portfolio and if the Board should reevaluate its investment strategy.

There was discussion around investment options, risks of moving investments, and process required to significantly change GSCA's investment strategy. It was stressed that 2022 was a difficult year for investments all around.

A Member asked if there was a timeline for when the Authority intends to access these funds? Ms. Armstrong answered that it would depend on the timeline of the building renovation. A portion of the investment funds are intended to be used for the renovation of the Administrative Center.

A Member asked what the rationale was for going to the private marketplace for revenue generation. A Member clarified that it had been a decision to have funds working to generate interest instead of sitting in a bank account doing nothing.

A Member asked if GSCA has an investment policy. Ms. Armstrong responded that GSCA does have an investment policy that is reviewed with the Investment Manager. Ms. Armstrong will make the policy available.

A Member asked if the investment strategy reflects the values, mission, and vision of the authority and what was the time horizon at the time at the time of purchase. Based on the investment survey, it was determined that GSCA was seeking long term investment options. Additionally, a portion of the initial amount was retained in a bank account for faster access if needed without drawing down the portfolio. In 2021, an additional \$200,000 was moved to the portfolio and 50% of the portfolio was redistributed to Environmental, Social and Governance (ESG) funds.

A Member asked how the Authority has budgeted to have the funds to be invested. Mr. Lanthier explained that in some cases, investments into the reserves had been budgeted for to cover future costs and repairs. In other cases, revenue and/or expenses differed from the budget and surplus has been set aside for future needs.

Motion No.:
FA-23-018

Moved By: Jon Farmer
Seconded By: Alex Maxwell

THAT the Grey Sauble Conservation Authority receive the Q4 Investment Update, as presented.

Carried

d. Q4 Budget and Reserves Report Back

The CAO spoke to the Q4 Budget wrap up and Reserves Continuity spreadsheet.

At the end of 2022 the budget as a whole was balanced. There were substantially less draw downs of reserves and more was transferred to reserves than budgeted. Mr. Lanthier outlined the proposed amounts that were moved into and out of reserve transfers.

A Member asked with regard to parking fees and where they go. Mr. Lanthier explained that they go into the Lands reserve used for Lands based assets and projects.

A Member asked if the funds raised at a specific property used for that specific property or do they get used for properties in general. Mr. Lanthier clarified that any funds raised at a specific property are used to support the general land base.

A Member asked how close GSCA is to meeting Asset Management Year 1 goals. It was noted that this may be necessary for future funding opportunities. Mr. Lanthier explained that the Asset Management plan was renewed in 2022 and a finance plan will be forthcoming.

A Member asked with regard to parking fees and if the previous Board was satisfied with the present parking fees. Mr. Lanthier clarified that GSCA has increased parking fees recently and that it was the Levy amount that has decreased.

Mr. Lanthier noted that due to staff's efforts in investigating visitor numbers and parking revenues, measures were put in place to increase parking compliance. These included increased staff presence at parks and a revamped Member's Pass program.

A Member asked if staff advertise passes for Holiday gifts. Staff responded that the Authority staff put out social media advertising in late October promoting the next year's pass.

Motion No.:
FA-23-019

Moved By: Jon Farmer
Seconded By: Tobin Day

WHEREAS the Board of Directors approved the GSCA 2022 Operating and Capital Budget on January 27, 2021, by motion FA-21-019,

AND WHEREAS, the 2022 Year-End actuals deviate from the approved budget,

THAT, the Board of Directors approve any previously unapproved transfers of funds to or from reserves or surplus as detailed in Report 003-2023.

Carried

ii. Water Management

Nothing at this time.

iii. Environmental Planning

Nothing at this time.

iv. Operations

Nothing at this time.

v. Conservation Lands

Nothing at this time.

vi. Forestry

a. Forestry Fee Schedule Update

The Forestry Coordinator, Mike Fry, presented the 2023 Forestry Fee Schedule. It was noted that, historically the Forestry Department has relied entirely on self-generated revenue, with any shortfall being covered by the Forestry Reserve. Staff review the forestry fee schedule annually, comparing to neighbouring conservation authorities, and with a focus on providing services at an affordable rate, while still covering costs. Mr. Fry explained briefly how the fee schedule works for larger properties.

A Member asked what the process is in selecting what trees are being planted. Mr. Fry explained that part of the equation is what is available from the nurseries.

A Member asked what the increase in fees will amount to in terms of revenue. Mr. Fry stated that for forest management, the increase in revenue will be nominal.

Motion No.:
FA-23-020

Moved By: Tony Bell
Seconded By: Nadia Dubyk

WHEREAS, the GSCA Forestry department provides forest management services to private landowners throughout GSCA's jurisdiction;

AND WHEREAS, the fee schedule is reviewed on an annual basis to ensure fees are consistent and appropriate;

THAT, the GSCA Board of Directors approve the updated Forestry Fee Schedule as presented in Appendix A and Appendix B.

Carried

b. Forestry Tender Results – Rocklyn Creek

Forestry Technician, Cam Bennett presented the results of the Rocklyn Creek Forestry Tender. Mr. Bennett gave a brief overview of the tender process.

Two bids were received with Tri-Bridges Firewood providing the highest bid.

Staff recommended awarding the tender to Tri-Bridges for their bid of \$18,860.00.

Motion No.:
FA-23-021

Moved By: Jon Farmer
Seconded By: Jennifer Shaw

WHEREAS Grey Sauble Conservation Authority (GSCA) owns and manages over 11,300 hectares (28,000 acres) of land comprised of 207 individual properties organized into 79 groupings;

AND WHEREAS, GSCA manages nearly 5,260 hectares (13,000 acres) of forested area to offset the operating expenses of the Forestry department and GSCA;

THAT the Grey Sauble Conservation Authority Board of Directors award the following forestry tender:

Plantation Thinning Harvest tender (GSC-23-01) for Rocklyn Creek Management Area – Compartments 136 and 137 – to Tri-Bridges Firewood for their total bid of \$18,860.00, subject to signing the agreement.

Carried

c. Forestry Tender Results – Rob Roy

Forestry Technician, Cam Bennett presented the results of the Rob Roy Forestry Tender. Two bids were received with Complete Woodlot Management providing the highest bid.

Staff recommended awarding the tender to Complete Woodlot Management for their bid of \$20,150.00.

A Member asked how often a bush would be harvested. Mr. Bennett answered that the forest management plan stipulates a 15-year cycle.

Motion No.:
FA-23-022

Moved By: Scott Mackey
Seconded By: Tony Bell

WHEREAS Grey Sauble Conservation Authority (GSCA) owns and manages over 11,300 hectares (28,000 acres) of land comprised of 207 individual properties organized into 79 groupings;

AND WHEREAS, GSCA manages nearly 5,260 hectares (13,000 acres) of forested area to offset the operating expenses of the Forestry department and GSCA;

THAT the Grey Sauble Conservation Authority Board of Directors award the following forestry tender:

Sawlog and Fuelwood tender (GSC-23-02) for Rob Roy Management Area – Compartment 85 – to Complete Woodlot Management for their total bid of \$20,150, subject to signing the agreement.

Carried

vii. Communications/Public Relations

Nothing at this time.

viii. Education

a. Day Camp Fee Update

Information Services Manager, Gloria Dangerfield, presented the recommended updates to GSCA Day Camp fees. Ms. Dangerfield gave a brief overview of GSCA's Day Camp and recent challenges in staffing. Staff have been investigating options to ensure that staffing needs can met while still providing a high level of service. Staff recommended reducing the maximum number of campers and increasing the weekly fee.

A Member asked if staff considered increasing the staff wages to attract more staff and be able to maintain camper maximum. Ms. Dangerfield explained that the wage had been increased in 2022 and GSCA still experienced difficulties in attracting and maintaining staff.

Staff are concerned about ensuring a safe experience for campers. Ideally, GSCA would hire a full-time education provider to be able to expand the camp.

A Member confirmed that there is a significant shortage of education staff.

A Member asked what the fee structure is based on, cost recovery or revenue generating. Ms. Dangerfield confirmed that the camp is based on a cost recovery basis.

A Member asked what the anticipated response would be if enrolment is down due to the increase in fees. Ms. Dangerfield noted that the minimum necessary would be 16 campers per week.

A Member asked if the GSCA has tried to partner with Non-profits that help subsidize camper fees. Staff have been actively seeking partners and grants, however; not necessarily those that specifically subsize camp fees.

Motion No.:
FA-23-023

Moved By: Tony Bell
Seconded By: Jennifer Shaw

WHEREAS GSCA staff have deemed the hiring of three, instead of the previous four staff, for day camp to be more achievable in 2023 given the current hiring crisis. Given the appropriate staff to camper ratio, the number of campers would be limited to twenty per week.

AND FURTHER WHEREAS, GSCA's goal of running a high-quality camp with programming that offers an immersive, educational experience can be better achieved by limiting camper numbers to a manageable number.

AND FURTHER WHEREAS, running camp with limited numbers requires an increase in fees to cover costs.

THAT, the GSCA Board of Directors agree to changing the weekly camp fee to \$285 per week.

Carried

ix. GIS/IT

Nothing at this time.

x. DWSP

Nothing at this time.

12. New Business

Nothing at this time.

13. CAO's Report

The CAO, Tim Lanthier, welcomed all Member's to the Board. Expressed thanks to the staff for their work in 2022 and 2023. Mr. Lanthier extended thanks to past Chair Greig and past Vice Chair Matrosovs for their support and guidance in 2022.

Mr. Lanthier noted that Bill 23 and the recent changes to the CAA have challenged staff in the start of the year. The Planning team have been working with member municipalities and counties to discuss solutions with regards to the added burdens placed on them. Mr. Lanthier extended his thanks to MacLean Plewes and his team for the work that they have been doing.

Mr. Lanthier attended the AGMs of Nottawasaga Valley CA and Saugeen Valley CA. Mr. Lanthier informed the Board of the NVCA and SVCA Board appointments.

Mr. Lanthier made Budget Presentations to the Town of The Blue Mountains and the Municipality of Arran-Elderslie. Additionally, Mr. Lanthier will be attending municipal councils to discuss GSCA's Programs and Services Inventory and the need for Category 3 agreements.

Mr. Lanthier spoke to the recent passing of Elwood Moore, his work in the community and with the Authority.

14. Chair's Report

Chair Carleton had nothing to report for this meeting.

15. Other Business

Nothing at this time.

16. Resolution to Move into Closed Session

Motion No.:
FA-23-024

Moved By: Scott Greig
Seconded By: Jennifer Shaw

THAT the Grey Sauble Conservation Authority Board of Directors proceed into closed session at 4:06 pm to discuss matters related to the following:

- i. Minutes of the Closed Session of the Regular Board of Directors meeting held on December 21, 2022; and,**
 - ii. 2023 CAO Performance Plan – closed as it relates to personal matters about an identifiable individual including Authority directors or Authority employees (GSCA Administrative By-Law, Section 4 (xvii)(b));**
-

AND FURTHER THAT CAO, Tim Lanthier, and Administrative Assistant, Valerie Coleman will be present.

Carried

17. Resolution that the Board of Directors has resumed Open Session

Motion No.:
FA-23-025

Moved By: Scott Greig
Seconded By: Jon Farmer

THAT the Grey Sauble Conservation Authority Board of Directors resume open session.

Carried

18. Resolution Approving the Closed Session Minutes

Motion No.:
FA-23-026

Moved By: Jennifer Shaw
Seconded By: Scott Mackey

THAT the Grey Sauble Conservation Authority Board of Directors approve the December 21, 2022, Closed Session, presented in the closed session agenda.

Carried

19. Reporting out of Closed Session

The Board reviewed and approved both the Closed Session minutes of December 21, 2023.

20. Next Full Authority Meeting

Wednesday March 22, 2022

21. Adjournment

The meeting was adjourned at 4:35 p.m.

Motion No.:
FA-23-027

Moved By: Jay Kirkland
Seconded By: Scott Greig

THAT this meeting now adjourn.

Carried



Sue Carleton, Chair



Valerie Coleman
Administrative Assistant



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: March 27, 2023

Subject: SRW.23.06 Sidewalk Rehabilitation Project

Report from: Scott McLeod, Public Works Manager

Appendices: None

Recommendation

Be It Resolved that Council hereby,

1. Award the contract for the Sidewalk Rehabilitation Project to Signature Contractors Windsor Inc. in the amount of \$1,244,904.05 inclusive of HST;
2. That the award of the Sidewalk Rehabilitation Project be given pre-budget approval for the 2023 portion of funds of \$410,695; and
3. That the remaining project be funded through the capital budget account 22-TRANS-0005-ROADS-Sidewalks.

Report Summary

The purpose of this report is to obtain Council approval to award the contract for the Arran-Elderslie (Tara, Chesley, Paisley, Allenford) Sidewalk Rehabilitation Project.

Background

In 2021, the Municipality completed a road and sidewalk need study. Once the sidewalk study was completed, a grant application was submitted to the Canada Community Revitalization Fund (CCRF) for sidewalk repairs and upgrades in Chesley, Paisley, Tara and Allenford. The Municipality was awarded the grant at 65% federal funding and 35% municipal funding. The deadline for completion of this work was March 31, 2023.

At the beginning of June, 2022, GSS Engineering (Project Engineer), on behalf of Arran-Elderslie, sent out nine (9) invitational tenders to contractors for sidewalk repairs in Arran-Elderslie. Tenders were opened June 30, 2022, with only one bid received. The single bid was significantly over the engineer's estimate and the municipality's budget. At that time, Council directed staff to contact the Province requesting an extension to the funding. A letter on July 12, 2022 was sent to The Honorable Helena Jaczek, Minister for the Federal Economic Development Agency for Southern Ontario. In addition, MP Alex Ruff also contacted the Minister's office regarding support of the extension request.

Following the letter, and conversation with a representative of the Canada Community Revitalization Fund and MP Alex Ruff resulted in the recommendation to re-tender the project in anticipation of being able to use some of the available grant funding.

The second round of tenders was issued on August 5th with a closing date of August 11th and only two bids were received. One bid was deemed incomplete and therefore refused as per Division 2, Section 9.6, No. 2 of the tender documents. The other bid received was significantly higher than the engineer's estimate and municipality's budgeted amount.

Staff and the Project Engineer discussed the options, and it was decided to postpone the project at this time, since the tender bid was substantially higher than the funding available for this project. Council directed Staff to continue to pursue the government for an extension to the CCRF completion timelines and a subsequent letter was drafted and sent to the Honorable Filomena Tassi, Minister for the Federal Economic Development Agency on September 26, 2022.

As a result of these efforts, notification was received in November of 2022 that the Request for Extension would be approved, and the municipality would be provided until March 2024 to complete the project utilizing the grant funding. This extension provides the Municipality with the opportunity to re-tender the project and complete the work in 2023 as sidewalk work is weather sensitive, and therefore needs to be completed when temperatures are above freezing.

Analysis

Prior to finalizing the tender documents, Staff and the Engineer re-evaluated the engineer's estimate for the project based on changes to pricing from the time the original estimate was completed. At that time, it was decided that the scope of the project would need to be decreased in order to meet the budgeted amounts.

To complete this, 2,388 metres of sidewalk replacement were removed leaving 1,975 metres to be replaced and 219 tactile warning plates being installed.

The 2023 tender documents were issued on February 6, 2023 and closed on March 1, 2023.

A total of 16 contractors were invited to bid on the project and bids were received from the five (5) following contractors:

<u>Contractor</u>	<u>Bid</u>	<u>Completion Timeline</u>
Royal Crown Construction	\$1,038,416.83	16 weeks
Signature Contractors	\$1,101,685.00	38 weeks (*if started by mid-April – 10 weeks)
Autoform Contracting London	\$1,419,239.94	8 weeks
E.C. King Contracting	\$1,599,568.70	20 weeks
Neptune Security Service Inc.	\$1,713,000.00	6 weeks

GSS Engineering undertook a comprehensive review of the tenders. Based on a review of the submissions such as the contractor's ability to complete the work, projected timelines, budgeted costs, coordination and response to the public, traffic safety, co-operation with property owners affected by construction, co-ordination of project activities and subcontractors, etc.

Following the review and reference check process, Rakesh Sharma of GSS Engineering provided the following recommendation that the project for the Replacement of Sidewalks in Allenford, Chesley, Paisley and Tara in Municipality of Arran-Elderslie be awarded to Signature Contractors for a bid price of \$1,101,685.00 (excluding HST)"

Based on the industry knowledge and experience of GSS Engineering, staff support the recommendation of GSS Engineering and request Council to award the project to the second lowest tenderer, Signature Contractors.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

The sidewalk grant was based on the Sidewalk Needs Study. Funds were allocated as follows: \$750,000 federal grant and \$409,500 municipal funds, totalling \$1,159,500. This amount was split into 2022 and 2023. Pre-budget approval would be required for the 2023 portion of the budget which is \$410,695 of the total identified.

The project would be funded from account 22-TRANS-0005-ROADS-Sidewalks.

The cost of this project including HST is \$1,244,904.05. After the HST rebate, the total cost to the Municipality would be \$1,121,075.43, bringing the total cost of the project below budget by \$38,424.57.

Approved by: Sylvia Kirkwood, CAO



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: March 27, 2023

Subject: SRFIN.23.12 Council Remuneration and Expenses for 2022

Report from: Tracey Neifer, Treasurer

Appendices: A – Council Remuneration and Expenses for 2022
B – Financial Report

Recommendation

Be It Resolved that Council hereby,

1. Approve the Council Remuneration and Expenses for 2022 for posting on the municipal website.

Report Summary

The report provides for the annual updating of the schedule of Council Remuneration & Expenses, and a review of the 2022 year-end financial results for Council.

Background

This report has been prepared pursuant to Section 284(1) of the *Municipal Act*, 2001, S.O. 2001, c.25 which states that the Treasurer of a Municipality shall in each year on or before March 31 provide to the Council of the Municipality an itemized statement on remuneration and expenses paid in the previous year to each member of Council in respect of his or her services as a member of the Council or any other body, including a local board, to which the member has been appointed by Council.

Subsection 2 further states that the statement shall identify the by-law under which the remuneration or expenses were authorized to be paid.

Local boards and committees are required to provide Arran-Elderslie with an itemized statement of remuneration and expenses paid for the year by January 31st of each year. This includes the Grey Sauble Conservation Authority and the Saugeen Valley Conservation Authority

Analysis

A summary of Council Remuneration & Expenses has been included in **Appendix A** to show the total remuneration, expenses and mileage paid to the Mayor and members of Council for the year ended December 31, 2022. The expenses noted are for those paid by the Municipality of Arran-Elderslie.

The Mayor and members of Council may also receive remuneration and expenses paid for their appointment to the following local boards and committees:

- BASWRA
- Chesley & Area Joint Fire Board
- Paisley Fire Hall Sub-Committee
- Teeswater Bridge Working Group
- Grey Sauble Conservation Authority
- Multi-Municipal Wind Turbine Working Group
- Saugeen Valley Conservation Authority
- SMART

Appendix B is a report of the year end results of Council expenditures compared to Budget, representing a favourable position of \$10,054. The most notable variances are related to the following:

- Reduced travel expense/mileage due to more virtual meeting opportunities
- Reduction in Overall Meeting Requirements

Link to Strategic/Master Plan

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

Council expenditures were less than expected, thus contributing favourably to year-end results.

Approved by: Sylvia Kirkwood, Chief Administrative Officer



**Municipality of Arran-Elderslie
Council Remuneration & Expenses 2022**

Council	Honorarium	Meetings	Sub-Total	Expenses	Mileage	TOTAL
Steve Hammell	\$ 12,598	\$ 5,637	\$ 18,235	\$ 687	\$ 290	\$ 19,212
Mark Davis	\$ 7,084	\$ 5,742	\$ 12,826	\$ -	\$ 362	\$ 13,188
Doug Bell	\$ 6,526	\$ 5,917	\$ 12,443	\$ -	\$ 37	\$ 12,479
Brian Dudgeon	\$ 7,119	\$ 4,053	\$ 11,172	\$ -	\$ 180	\$ 11,352
Ryan Greig	\$ 6,526	\$ 4,426	\$ 10,952	\$ 1,730	\$ 269	\$ 12,951
Melissa Kanmacher	\$ 6,526	\$ 5,078	\$ 11,604	\$ -	\$ 328	\$ 11,932
Ryan Nickason	\$ 7,119	\$ 5,498	\$ 12,616	\$ 204	\$ 508	\$ 13,328
Jennifer Shaw	\$ 593	\$ 1,720	\$ 2,313	\$ 204	\$ 41	\$ 2,557
Peter Steinacker	\$ 593	\$ 1,245	\$ 1,839	\$ -	\$ 54	\$ 1,893
Moiken Penner	\$ 593	\$ 1,618	\$ 2,211	\$ 1,567	\$ 46	\$ 3,824
Darryl Hampton	\$ 593	\$ 1,603	\$ 2,196	\$ -	\$ -	\$ 2,196
Total	\$ 55,868	\$ 42,539	\$ 98,407	\$ 4,391	\$ 2,114	\$ 104,912

Source: SRFIN.23.12 March 27, 2023
By-Law 63-2021 Council Remuneration and
Expense Policy, September 27, 2021

Member	Honorarium	Sub-Total	Expenses	Mileage	TOTAL
Grey Sauble Conservation Authority					
Jennifer Shaw, Director	\$ -	\$ -	\$ -	\$ -	\$ -
Ryan Greig, Director	\$ -	\$ -	\$ -	\$ -	\$ -
Saugeen Valley Conservation Authority					
Moiken Penner, Director	\$ -	\$ -	\$ -	\$ -	\$ -
Mark Davis, Director	\$ 600	\$ 600	\$ -	\$ 42	\$ 642

**"Draft" Financial Report
Council
For the year ending December 31, 2022**

	Total	YTD	Budget		
	Budget	Actuals	to Actual	Total	Total
			Variance	2021	2020
01-1010 General-Council					
4033 Honorariums	104,470	96,211	8,259	96,414	94,422
4304 Insurance	1,453	1,691	(238)	1,475	1,473
4340 Material & Supplies	1,000	142	858	579	214
4354 Election	24,749	30,883	(6,134)	1,476	1,476
4362 Meeting	500	342	158	1,212	-
4380 Room Rental	-	-	-	21,303	11,645
4390 Telephone	284	680	(396)	178	335
4500 Employee Benefits	6,596	5,409	1,187	5,515	5,251
4540 Mileage	4,841	2,114	2,727	1,044	1,478
4550 Conferences	2,950	3,322	(372)	-	2,910
4551 Training	3,605	2,606	999	-	-
4552 Memberships	3,406	400	3,006	2,877	-
4633 Council Projects/Grants	-	-	-	(50)	-
9030 Transfer to Reserve	-	-	-	57,185	6,000
9230 Transfer from Reserve	(24,749)	(24,749)	-	(72,488)	-
Total 01-1010 General-Council	129,105	119,051	10,054	116,720	125,204



The Corporation of the Municipality of Arran-Elderslie

Information Report

Report From: Tracey Neifer, Treasurer

Meeting Date: March 27, 2023

Subject: SRFIN.23.13 2023 Operating and Capital Budget

Attachments: A – Reserve Schedules
B – Grant and Donation Requests

Report Summary

The purpose of the report is to provide Council with a revised 2023 Operating and Capital Budget based on Council recommendations received on March 13, 2023. In addition, the supporting By-Laws have been prepared for consideration:

- By-law 20-2023 Adopt the 2023 Budget
- By-law 21-2023 Tax Rates for 2023

The detailed Departmental Operating and Capital Budget schedules are included with By-law 20-2023.

Background

On March 7th the 2023 Operating and Capital Budget was presented to the Public, with follow up discussions at the Council meeting held on March 13th. On March 13th Council passed the following resolution:

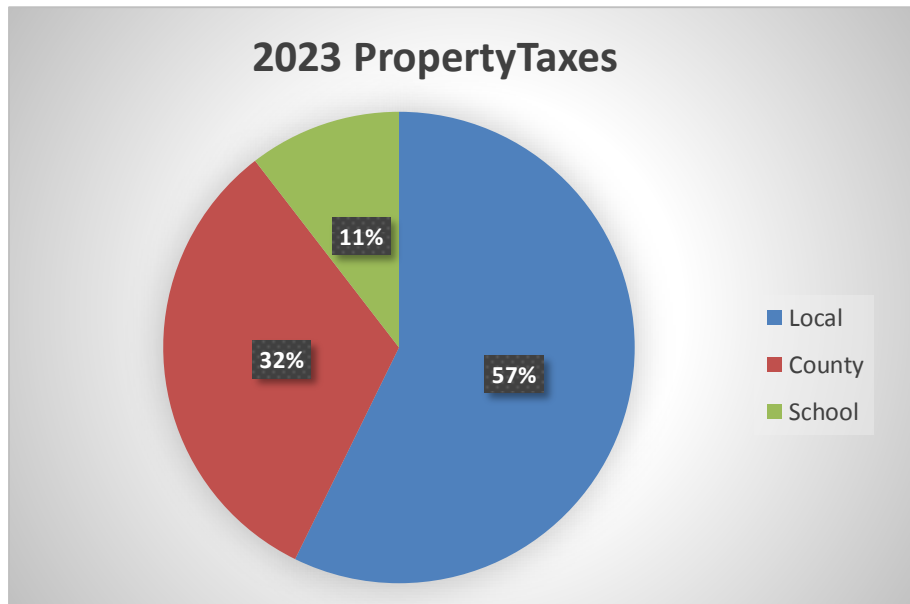
Res# 89-06-2023

Be it resolved that Council hereby endorses the 2023 Operating and Capital Budget, inclusive of a 6% tax rate increase, and further directs staff to bring back an adopting by-law and tax rate by-law at the next Council meeting.

Analysis

The 2023 Operating and Capital Budget has been prepared based on a 6% increase in the local tax rate. The following chart provides a comparison to 2022 including the impact of the School and County tax rates:

Property Tax Overview Average Residential Assessment \$172,795				
Property Taxes	Local	County	School	Total
2022	\$ 1,348.72	\$ 748.20	\$ 260.90	\$ 2,357.82
2023	\$ 1,429.67	\$ 806.11	\$ 260.90	\$ 2,496.68
Increase	\$ 80.94	\$ 57.91	\$ -	\$ 138.86



The budget documents presented on March 7th remains the same overall, however, based on Council discussions on March 13th adjustments have been made that affects the distribution across the municipal departments. The following adjustments have been made:

Operating Budget

- ✓ New contract and vacant employee positions were reviewed and adjusted to reflect a start date of May 1st.
 - The payroll savings resulting from the change in the start date for the Economic Development Coordinator has been reflected as a transfer to the Bridge Reserve.
- ✓ The recommendations from the HR Review have been removed from departmental operations and reflected as a transfer to the Employment Matters Reserve.

- A future report will be presented to Council to discuss the results and recommendations of the HR Review.
- ✓ Revenue generated from Building Permit fees has been increased, thus resulting in a decrease in the amount transferred from Reserves to finance operations.
- ✓ Contracted services such as financial auditing, asset management, etc., were amended to reflect ongoing work.
- ✓ Reserve schedules have been updated, as attached **Appendix A**.
- ✓ Grant and Donation Requests have been updated, as attached **Appendix B**.
 - Based on current requests and Council's grant provisions, plus ongoing discussions, the total allocation has been increased by \$5,000.

Capital Budget

- ✓ 23-FIRE-0003 FLEET-Fire Department Response Unit, amended to \$27,000 as per resolution.
- ✓ 21-RECC-0013 BLDG-Paisley Community Centre 2nd Floor Renovations, amended to \$453,863 as per resolution.
- ✓ 23-RECC-0037 BLDG-Existing Paisley Library Building Renovation, removed from the budget.
- ✓ 23-BLDG-0001 FLEET-Chief Building Official Vehicle Replacement, added as per resolution. Estimated purchase price of \$56,000. An RFP is being prepared.

Link to Strategic/Master Plan

6.4 Leading Financial Management

Financial Impacts/Source of Funding

The 2023 Operating and Capital Budget supports a 6% tax rate increase.

Approved By: Sylvia Kirkwood, CAO

Schedule A - Summary of Reserves

Municipal Services

Reserve Category	Balance 12/31/2023
Fire Services	671,366
7220 - Protective Services Fire	69,751
7222 - Fire Station - Chesley	115,178
7223 - Fire Station - Chesley Bell Mobility	61,823
7224 - Fire Station - Paisley	216,209
7225 - Fire Station - Paisley Bell Mobility	94,540
7226 - Fire Station - Tara	24,435
7227 - Fire Station - Tara Bell Mobility	73,963
7228 - Fire Station - Chesley/Chatsworth	15,466
General Government	716,671
7211 - Office Equipment	50,818
7212 - Municipal Buildings	446,695
7213 - MMAH Municipal Efficiency	13,631
7214 - Ontario Grants	10,102
7312 - Election Expense	7,500
7313 - Employment Matters	95,562
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	475,695
7250 - Recreation General	-
7251 - Paisley Museum	10,182
7252 - Palace	4,000
7254 - Rec Arena/Community Ctrs	349,372
7255 - Krug Memorial Park	14,305
7257 - Chesley Trailer Park	87,972
7259 - Recreation-Buildings	9,863
Roadways	1,122,634
7263 - Winter Control	161,175
7264 - Bridges	293,305
7265 - Equipment	451,921
7266 - Roads	216,233
Sick Leave	533,520
7311 - Accumulated Sick Leave	533,520
Waste Disposal	82,570
7280 - Landfill - Paisley	2,570
7281 - Landfill - Arran	80,000
Working Capital	2,585,853
7210 - Working Capital	2,585,853
Grand Total	7,009,757

Building, Sewer, Water and Storm Services

Reserve Category	Balance 12/31/2023
Building Permits	208,819
7307 - Building Code-Permit Fees	208,819
Sanitary Sewers	3,017,181
7231 - Sanitary Sewers	3,017,181
Waterworks	7,765,661
7232 - Water	7,648,229
7233 - Water/Sewer - Arran-Elderslie	117,433
Stormwater	5,181
7234 - Stormwater	5,181
Grand Total	10,996,843
Total Reserves	18,006,600

Schedule A.1
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 Sch	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
01-2010 Protection-Common Fire	Mandatory Certification for Paisley and Tara	36,926.00	7314	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	Bridges
01-3018 Environmental-Storm Water-Catch Basins	Stormwater Study, 2022 project carryforward	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	7234	Stormwater
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
01-7410 Plan/Dev-Economic Development	Community Improvement Plan, Tasks identified	15,000.00	7213	MMAH Municipal Efficiency Funds
Total Transfers from Municipal Reserves		201,742.00	** excluding Reserve Funds	
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	33,776.00	7307	Building Code - Permit Fees
Total Transfers from Building Reserves		38,776.00		
Water and Sewer Services				
01-3005 Environmental-Sewer&Water-Common	Cost sharing - portion for Water	139,433.00	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 Transfers from Water Reserve		211,288.00		
01-3005 Environmental-Sewer&Water-Common	Cost sharing - portion for Sewer	209,152.00	7231	Sewer
01-1030 General-Asset Management / GIS	Annual Transfer - Sewer Dept contribution to GIS Services	10,000.00	7231	Sewer
Total Transfers from Sewer Reserve		219,152.00		
Total Transfers from Water and Sewer Reserves		430,440.00		
Total Transfers from Reserves for 2023 Operating Budget		670,958.00		

Schedule A.2
Summary of Transfers to Reserves from Operations

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	1,082,896.00	7210 Working Capital
01-1020 General-Program Support	2023 land sale proceeds	299,600.00	7270 Land Sale Proceeds
01-1020 General-Program Support	Transfer to support HR review and recommendations	55,541.00	7314 Employment Matters
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	151,516.00	7264 Bridges
01-4000 Health-Physician Recruitment	To replenish reserve for over expenditure	7,888.00	7340 Doctor Recruitment
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		1,806,920.00	
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
Total Transfers to Sewer		813,195.00	
01-3032 Environmental-Water-Chesley/Paisley	Annual transfer - departmental surplus allocation	959,883.00	7232 Water
01-3036 Environmental-Water-Tara	Annual transfer - departmental surplus allocation	302,837.00	7232 Water
Total Transfers to Water		1,262,720.00	
Total Transfers to Reserves for Water and Sewer Purposes		2,075,915.00	
Total Transfers to Reserves for 2023 Operating Budget		3,882,835.00	

Schedule A.3
Summary of Transfers from Reserves for Capital

Capital Project	Reserve #	2023 New Reserves
Building Services		
23-BLDG-0001 FLEET-Chief Building Office Vehicle Replacement	7231/2131 Sewer	32,000.00
Municipal Services		
21-ENVS-0001 BLDG-Arran Landfill-Weigh Scales Building	7281/2152 Landfill - Arran	100,000.00
21-GENG-0001 BLDG-Municipal Office Basement Renovations	7212/2112 Municipal Buildings	50,000.00
21-RECC-0013 BLDG-(P)-Comm Ctr 2nd Floor Renovation	7212/2112 Municipal Buildings	150,000.00
21-TRAN-0001 BRIDGES-A13 Clark Bridge Guiderail	7264/2122 Bridges	122.00
22-FIRE-0004 BLDG-Paisley 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	171,283.00
22-TRAN-0007 ROADS - Teeswater Bridge, Paisley - Approaches and Roadway	7264/2122 Bridges	392,024.00
23-FIRE-0003 FLEET-Fire Chief Command/Response Unit	7222/2117 Fire Station - Chesley	5,913.00
23-FIRE-0003 FLEET-Fire Chief Command/Response Unit	7224/2116 Fire Station - Paisley	9,000.00
23-FIRE-0003 FLEET-Fire Chief Command/Response Unit	7226/2118 Fire Station - Tara	9,000.00
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
23-HLTH-0002 LAND/IMP-Fence Work for Tara Cemetery	7212/2112 Building	10,000.00
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-0018 BLDG/COMP-Tara Arena Chiller Replacement	7254/2181 Arena/Community Centres	35,000.00
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	24,000.00
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-Chesley Electronic Sign Replacement	7212/2112 Municipal Buildings	9,500.00
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
		3,049,801.00

Water, Sewer and Stormwater Services

21-WSSE-0001 EQUIP-SEWER-P-RAS Pumps	7231/2131 Sewer	5,000.00
21-WSSE-0003 Chesley Sewer pumps	7231/2131 Sewer	4,000.00
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	7232/2136 Water	1,000.00
22-WSWA-0012 MAINS-WATER T - Hamilton St. Watermain, Dead end to John St.	7232/2136 Water	572,940.00
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 **4,880,914.00**

Appendix B

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

Total Budget Available for 2022	<u>30,598</u>
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Total Budget Available for 2023	<u>35,598</u>
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** 2023 Budget updated to reflect current discussions
and pending directions

		2023 Proposed Budget
		Grant Request
Schedule B	Application Forms Received	37,714
Additional Requests (January 9th, 2023)		415
Additional Requests (March 13th, 2023)		5,004
Additional Requests (March 16th, 2023)		273
		<hr/>
		43,407
Schedule D	Financial Commitments	9,490
Schedule E	Facility Commitments	10,027
Reserve	Future Requests	3,598
		<hr/>
		62,924
		<hr/>
		35,598

Appendix B

The Corporation of the Municipality of Arran-Elderslie Grant and Donation Policy Schedule B - Application Form			
Grant and Donation Requests for 2023 By-Law 45-2021			Mar.27
Organization	Project Description	Amount Requested	Amount Budgeted
Crime Stoppers of Grey Bruce	<p>Crime Stoppers of Grey Bruce is requesting core funding from the Municipality of Arran-Elderslie in the amount of \$2,000 annually to be used toward ongoing operational expenses. Crime Stoppers is at a crisis point. There are enough funds left to support this program for the next two years. Without the assistance of your municipality, and every other municipality in Grey Bruce, the program may then have to close due to lack of funding. Like many other organizations, Covid has proved a challenge to fundraising.</p> <p>Our program serves Grey and Bruce counties, including the Municipality of Arran-Elderslie, by allowing the public to anonymously report information about unsolved crimes, crimes about to occur, and the locations of wanted persons, illicit drugs, and stolen property. We offer anonymous cash rewards ranging from \$50 up to \$2,000 for successful tips. Tips can be given anonymously by phone at 1-800-222-TIPS (8477), by Web Tip at www.cstip.ca, or via our P3 Tips Mobile app.</p> <p>** \$2,000 Grant provided in 2020 and 2021; \$2,000 was requested in 2022 and was not awarded due to budget constraints</p>	\$ 2,000	\$ 500
Saugeen Economic Development Corporation - Hawks' Nest Sponsorship	<p>The first-ever Hawks' Nest competition a 'Dragon's Den' inspired event was held in 2016, and the second in 2018, presented by Saugeen Economic Development Corporation (SEDC) and Bruce Community Futures Development Corporation (Bruce CFDC). The Hawks' Nest covers the areas of Grey, Bruce, Wellington North, Minto and the City of Owen Sound. The third event is scheduled for May 17th, 2023 in Owen Sound.</p> <p>At the event, seven finalists will pitch their business ideas to the Hawks; six high-profile business leaders in the local area who have committed to invest a minimum of \$5,000 in one or more of the finalists that evening. Not only is there a minimum of \$30,000 up for grabs; the finalists will come away with valuable feedback, coaching, mentorship and immeasurable exposure to kick start their business idea.</p> <p>Arran-Elderslie has been asked to become a Partner Level Sponsor for 2023.</p> <p>** This is a new request, no previous grants have been awarded for this initiative</p>	\$ 2,000	\$ 150

The Corporation of the Municipality of Arran-Elderslie Grant and Donation Policy Schedule B - Application Form			
Grant and Donation Requests for 2023 By-Law 45-2021			Mar.27
Organization	Project Description	Amount Requested	Amount Budgeted
Tara Curling Club	<p>The Tara Curling Club has historically rented the community hall to enhance our bonspiels and similar events. During these occasions, we typically do not use the kitchen facility in the hall as we use our own kitchen, dishwasher and bar located in the Curling Club. Our members generally complete the set up and clean up in the community hall when we use it. E.g. We recently hosted a Senior Men's Bonspiel (2 full draws) and rented the community hall where we served lunch to the participants. We only used approximately 1/3 of the hall space, and only required the hall for approximately 4 hours of the day. Our volunteers used the Tara Curling Club dishes, dishwasher and kitchen facilities, and cleaned up the hall afterward.</p> <p>The Tara Curling Club has had a mutually beneficial long-term seasonal shared usage agreement with the municipality for the Curling Club facility. We would appreciate an opportunity to attend in person to discuss options related to this request.</p> <p>In-kind donation - complimentary use of community centre hall approximately 6 times per year (approx. value \$2,500).</p> <p>** The Municipality's Grant and Donation Policy, Schedule E Facility Commitments includes 1 day annually for the Hall and Kitchen rental, as per the current agreement with the Tara Curling Club. Valued at \$477.34.</p> <p>** Value of in-kind donation determined using the Tara Community Centre, Unlicensed fee of \$202.41 excluding HST</p>	\$ 1,214	To be determined: Curling Club Agreements are under review
Chesley Hospital Foundation	<p>The Chesley Hospital Foundation aims to be the bridge between exceptional local healthcare and the communities of Arran-Elderslie. By working with local organizations, businesses and individuals we raise funds to purchase new and necessary medical equipment for the Chesley Hospital.</p> <p>The Chesley Hospital Foundation is looking to fulfill this years capital commitment of \$323,700 in preparation of a Capital Campaign launching for the 2023/2024 fiscal year. Next year we will be launching a capital campaign for an X-Ray Suite Renovation which will take a few years to fully fund. That's why we are starting to look at local opportunities for funding to help keep afloat of our commitments.</p> <p>Having a well-equipped hospital is vital to the overall health of the Arran-Elderslie Community. Funding for Hospital Equipment ensures Doctors, Nurses, Technicians etc have the necessary equipment for their roles, helping to attract and retain staff while offering vital equipment to invest in their skills.</p> <p>** 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 & District Hospital Foundation.</p>	\$ 30,000	\$ 10,000

The Corporation of the Municipality of Arran-Elderslie Grant and Donation Policy Schedule B - Application Form			
Grant and Donation Requests for 2023 By-Law 45-2021			Mar.27
Organization	Project Description	Amount Requested	Amount Budgeted
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. ** The Festival received \$500 in 2018 and 2019	\$ 2,500	\$ 500
Total Grant Requests Received by Application Form		\$ 37,714	\$ 11,150

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 Elementary 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. ** Rental cost for the Tara Curling Club is \$415.39 plus hst.	\$ 415	\$ 415
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The Corporation of the Municipality of Arran-Elderslie Grant and Donation Policy Schedule B - Application Form				
Grant and Donation Requests for 2023 By-Law 45-2021				Mar.27
Organization	Project Description	Amount Requested	Amount Budgeted	
Additional Requests Received				
Arran-Elderslie Youth Council	Update to the Facility Commitments to reflect the use of the meeting room at the Paisley Arena; fee based on the AE non-profit rate of \$53.74 plus hst, \$60.73, assuming monthly meetings.	\$ 645	\$ 645	
Paisley Blues Festival	A 2nd request has been received from the Paisley Blues Festival for a reduction in the rental fees for the festival planned for June 2nd, 3rd, and 4th. It was noted in the request that the organization is a registered charity and the proceeds from the festival are being donated to a Municipal Project. In 2022 the Festival donated \$10,000 to the Paisley Splash Pad Project. Rental fees consist of the following: Arena Floor \$1,118.86 (3-day rent), Curling Floor \$1,732.14, Hall \$1,049.40, and Kitchen \$185.85, plus HST.	\$ 4,086.25	To be determined	
Chesley Hospital Community Support	A letter has been received from the Chesley Hospital Community Support Committee regarding the rally that has been scheduled at the Chesley Community Centre on April 1st, 2023. The Committee is requesting that the standard rental fee be waived for this event. The rental fee is \$272.97 plus HST.	\$ 273	\$ 273	
OPP Hosted Community Meeting	Human Trafficking Community Information Session, May 9th.	\$ 273	To be determined	
		\$ 43,407	\$ 12,483	

Appendix B

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

Commitment

Community Events Funding		
Temporary Seed Financing	Annual Repayment	
Liability Insurance Coverage	50% to a maximum of \$2,000	
Disaster Relief		
Case-by-case Basis	In accordance with donations made by other local municipalities	
Employee's Christmas		
Annual Christmas Dinner	Open to all employees on payroll at the time of the event	\$ 2,500.00 **
Enhancement of Parks and Roadsides		
Chesley Horticultural Society/ Chesley Chamber of Commerce	Up to \$1,500 with receipts or invoices	\$ 1,500.00
Friends of Paisley Flower	Up to \$1,500 with receipts or invoices	\$ 1,500.00
Tara Horticultural Society	Up to \$1,500 with receipts or invoices	\$ 1,500.00
** for maintenance of Municipal Parks	\$300 with receipts or invoices	\$ 300.00
** for watering per Res.8-147-2014	\$1,500 annually	\$ 1,500.00 **
Fall Fairs		
Arran-Tara Agricultural Society	\$500 plus rental fees for free-use days	\$ 500.00
Chesley Agricultural Society	\$500 plus rental fees for free-use days	\$ 500.00
Paisley Agricultural Society	\$500 plus rental fees for free-use days	\$ 500.00
Firefighters – Municipal Fire Departments		
Chesley	\$250 – Christmas Holiday Celebrations	\$ 250.00
Paisley	\$250 – Christmas Holiday Celebrations	\$ 250.00
Tara	\$250 – Christmas Holiday Celebrations	\$ 250.00
Memorials		
Sitting member of Council or an Employee	Floral memorials, \$75	
Immediate family member of a sitting member of Council or an Employee	Monetary donation of \$50	\$ 200.00
Local public figure, at direction of Council	Monetary donation of \$50	
Non-Municipal Community Centres		
West Arran Community Centre	50% of property taxes or \$800	\$ 800.00
Parades		

Local Group, Sponsorship of a Christmas Parade		\$300	\$ 900.00
Remembrance Day Support of Royal Canadian Legions			
Chesley	One wreath	\$ 60.00	
Paisley	Two wreaths	\$ 120.00	
Tara	One wreath	\$ 60.00	* not an annual event
Schools Cleanup			
Urban municipal parkland or roadside	\$100 per school		
Rural municipal roadside	\$500 per school		
Schools Commencement			
Graduation Award Ceremony	Up to \$100 and a history book, per elementary school		\$ 300.00
Secondary School Graduate		\$100	
Long-term Achievement Award	In lieu of Annual Awards		
			\$ 13,490.00
** these items have been reallocated to the respective departments operating budget			\$ (4,000.00)
Grants and Donations by Council			\$ 9,490.00

Appendix B

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

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

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

BY-LAW NO. 20 - 2023

**BEING A BY-LAW TO ADOPT THE BUDGET (ESTIMATES OF
REVENUES AND EXPENDITURES) FOR TAX PURPOSES
FOR THE YEAR 2023**

WHEREAS Section 290 of the Municipal Act, S.O. 2001, c.25, as amended, requires municipalities to prepare and adopt a budget for each year that sets out the estimated revenues and expenditures for the municipality, and

WHEREAS in accordance with Section 290 of the Municipal Act, S.O. 2001, c.25, as amended, Council has considered the sums required during the year for Municipal purposes and is prepared to pass a budget for the year 2022; and

WHEREAS it is now necessary to adopt the estimates of revenue and expenditures for the Corporation of the Municipality of Arran-Elderslie;

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

1. THAT the current estimates of operating revenues and expenditures for tax purposes for the Municipality of Arran-Elderslie are hereby adopted as set out in the attached Schedule "A" and "B", to be known as the 2023 Operating Budget.
2. THAT the capital projects estimates for expenditures and revenues for tax purposes are hereby adopted as set out in the attached Schedule "B", to be known as the 2023 Capital Budget
3. THAT Schedules "A" and "B" form and becomes part of this By-law.
4. THAT this By-law shall come into force and effect upon receiving the final passing thereof.

READ a FIRST and SECOND time this 27th day of March, 2023.

READ a THIRD time and finally passed this 27th day of March, 2023.

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

A. Financial Report - Services by Department
MUNICIPAL SERVICES
Operating Fund
For period ending December 31, 2023

	2023	2022		
	Total	Total	Total	Total
	Budget	Budget	2022	2021
01 Revenue Fund				
MUNICIPAL SERVICES				
GENERAL GOVERNMENT				
General Services				
01-1010 General-Council	138,409	129,105	119,051	116,720
01-1020 General-Program Support	312,693	134,292	-135,265	440,604
01-1030 General-Asset Management / GIS	34,887		-1,629	2
Total General Services	485,989	263,397	-17,843	557,326
Total GENERAL GOVERNMENT	485,989	263,397	-17,843	557,326
PROTECTION SERVICES				
Conservation Authorities				
01-2030 Protection- Conservation	24,020	22,660		34,343
01-2031 Protection-Conservation SVCA	51,937	46,980	47,297	44,264
01-2032 Protection-Conservation GSCA	44,417	42,226	42,226	40,485
Total Conservation Authorities	120,374	111,866	89,523	119,092
Fire Protection				
01-2005 Protection-General-All				147,612
01-2010 Protection-Common Fire	162,282	126,459	137,467	87,228
01-2012 Protection-Chesley Fire	136,083	154,176	121,119	159,982
01-2014 Protection-Paisley Fire	116,606	97,543	67,343	118,495
01-2016 Protection-Tara Fire	168,897	134,936	117,981	142,236
Total Fire Protection	583,868	513,114	443,910	655,553
Other Services				
01-2045 Protection- Crossing Guards	38,125	37,363	37,245	24,633
01-2050 Protection-Emergency Measures	2,789	7,410	6,660	8,306
Total Other Services	40,914	44,773	43,905	32,939
Policing				
01-2020 Protection-Police	1,132,913	1,168,924	1,272,476	1,168,435
Total Policing	1,132,913	1,168,924	1,272,476	1,168,435
Total PROTECTION SERVICES	1,878,069	1,838,677	1,849,814	1,976,019
TRANSPORTATION SERVICES				
Roads				
01-2510 Transportation-Roads-Admin	99,962	127,641	98,183	1,141,232
01-2511 Transportation-Roads-Admin-Union	362,026	326,401	357,067	294,016
01-2512 Transportation-Roads-Shop	148,722	144,298	160,291	122,873
01-2513 Transportation-Roads-Roadside	114,937	109,374	116,812	116,560
01-2514 Transportation-Roads-Bridges	189,364	154,337	149,662	153,950
01-2515 Transportation-Roads-Hardtop	54,285	48,366	62,022	53,358
01-2516 Transportation-Roads-Gravel	655,828	609,184	629,888	563,247
01-2517 Transportation-Roads-Safety	51,835	58,479	39,496	40,959
01-2518 Transportation-Roads-Vehicles	558,565	451,361	574,415	371,083
01-2530 Transportation-Saugeen Mobility & Regional Trans	55,947	52,287	52,287	50,764
01-2540 Transportation-Parking	3,500	4,050	3,288	1,972
01-2550 Transportation-Street Lighting	61,807	57,628	59,102	113,461
Total Roads	2,356,778	2,143,406	2,302,513	3,023,475
Winter Control				

A. Financial Report - Services by Department
MUNICIPAL SERVICES
Operating Fund
For period ending December 31, 2023

	2023	2022		
	Total	Total	Total	Total
	Budget	Budget	2022	2021
01-2520 Transportation-Winter Ctrl-Salt/Sand	100,425	86,807	90,815	87,249
01-2521 Transportation-Winter Ctrl-Snow Moving	243,583	218,778	268,799	220,963
01-2522 Transportation-Winter Ctrl-Standby	32,252	15,348	32,298	
Total Winter Control	376,260	320,933	391,912	308,212
Total TRANSPORTATION SERVICES	2,733,038	2,464,339	2,694,425	3,331,687
ENVIRONMENTAL SERVICES				
Environmental Programs				
01-3040 Environmental-Garbage Collection	-154,488	-145,245	-127,949	-136,694
01-3050 Environmental-Waste Disposal	51,626	66,903	39,163	12,361
01-3060 Environmental-Recycling	101,235	106,109	96,776	95,651
Total Environmental Programs	-1,627	27,767	7,990	-28,682
Total ENVIRONMENTAL SERVICES	-1,627	27,767	7,990	-28,682
HEALTH SERVICES				
Clinics				
01-4000 Health-Physician Recruitment			9,348	41,498
01-4002 Health-Clinic-Chesley		1	2,328	
01-4004 Health-Clinic-Paisley		1	-4,072	
Total Clinics		2	7,604	41,498
Cemeteries				
01-4010 Health-Cemetery-Common	3,663	6,838	771	653
01-4011 Health-Cemetery-Arran	3,770	4,442	2,963	2,982
01-4012 Health-Cemetery-Chesley	26,381	15,269	26,201	13,030
01-4013 Health-Cemetery-Elderslie	4,570	4,927	3,376	1,903
01-4014 Health-Cemetery-Paisley	11,074	6,404	6,928	6,546
01-4016 Health-Cemetery-Tara	1,304	7,356	-7,494	-5,821
Total Cemeteries	50,762	45,236	32,745	19,293
Total HEALTH SERVICES	50,762	45,238	40,349	60,791
RECREATION AND CULTURE				
Administrative				
01-5001 Rec/Cult-Parkland-Recreation	152,826	167,605	128,478	137,395
01-5015 Rec/Cult-Admin	143,223	134,315	-87,615	258,946
01-5020 Rec/Cult-Common H&S	14,101	9,586	4,723	9,233
Total Administrative	310,150	311,506	45,586	405,574
Ball Fields				
01-5311 Rec/Cult-Parks-Ball Field-Arran/Allenford	1,941	3,141	1,356	977
01-5312 Rec/Cult-Parks-Ball Field-Chesley	8,201	8,147	6,061	7,714
01-5314 Rec/Cult-Parks-Ball Field-Paisley	3,061	5,619	1,435	1,185
01-5316 Rec/Cult-Parks-Ball Field-Tara	7,018	11,205	8,183	4,176
Total Ball Fields	20,221	28,112	17,035	14,052
Splashpads				
01-5322 Rec/Cult-Parks-Splashpad-Chesley	1,000			
01-5324 Rec/Cult-Parks-Splashpad-Paisley	1,000			
01-5326 Rec/Cult-Parks-Splashpad-Tara	1,000			
Total Splashpads	3,000			
Arenas				
01-5412 Rec/Cult-Facilities-Chesley Comm Ctr	208,424	205,196	157,160	190,648

A. Financial Report - Services by Department
MUNICIPAL SERVICES
Operating Fund
For period ending December 31, 2023

	2023	2022		
	Total	Total	Total	Total
	Budget	Budget	2022	2021
01-5414 Rec/Cult-Facilities-Paisley Comm Ctr	194,391	205,380	189,469	185,328
01-5416 Rec/Cult-Facilities-Tara Comm Ctr	174,856	152,577	128,641	160,378
Total Arenas	577,671	563,153	475,270	536,354
Pools				
01-5512 Rec/Cult-Facilities-Chesley Pool	27,078	53,465	25,824	46,097
01-5516 Rec/Cult-Facilities-Tara Pool	40,124	51,064	51,669	49,973
Total Pools	67,202	104,529	77,493	96,070
Other Facilities				
01-5411 Rec/Cult-Facilities-CC Arran/Arkwright	2,630	6,101	4,234	4,425
01-5612 Rec/Cult-Facilities-Chesley Trailer Park		-1	-11,568	1
01-5712 Rec/Cult-Facilities-Lease-Chesley Town Hall	29,531	32,960	27,312	16,464
01-5714 Rec/Cult-Facilities-Lease-Paisley Legion	6,551	6,180	1,428	7,134
01-5715 Rec/Cult-Facilities-Lease-Paisley LCBO		-8,388	-6,362	-8,509
01-5915 Rec/Cult-Paisley Hose Tower				
Total Other Facilities	38,712	36,852	15,044	19,515
Libraries				
01-5812 Rec/Cult-Libraries-Chesley	-2,721	-3,420	-4,379	-9,820
01-5814 Rec/Cult-Libraries-Paisley	516	2,986	-445	653
01-5816 Rec/Cult-Libraries-Tara	3,874	7,243	2,520	3,168
Total Libraries	1,669	6,809	-2,304	-5,999
Museum				
01-5914 Rec/Cult-Museum-Paisley	8,469	10,861	3,983	8,841
Total Museum	8,469	10,861	3,983	8,841
Programs				
01-5210 Rec/Cult-Programs-AE Programs	40,601	40,712	54,180	50,241
01-5220 Rec/Cult-Programs-Day Camp	-3,982	19,557	-14,599	2,850
Total Programs	36,619	60,269	39,581	53,091
Total RECREATION AND CULTURE	1,063,713	1,122,091	671,688	1,127,498
PLANNING AND DEVELOPMENT				
Economic Development				
01-7010 Plan/Dev-Planning-Zoning	35,500	-500	5,632	
01-7220 Plan/Dev-Comm/Ind-Downtown Decor	75,111	53,354	47,519	40,868
01-7230 Plan/Dev-Comm/Ind- Gravel Pits	8,894	8,858	6,876	4,435
01-7300 Plan/Dev-Natural Gas Project		1,657		
01-7410 Plan/Dev-Economic Development	152,423	178,368	155,909	157,681
Total Economic Development	271,928	241,737	215,936	202,984
Tile Drainage				
01-7610 Plan/Dev-Tile Drainage	33,921	27,120	33,546	35,392
Total Tile Drainage	33,921	27,120	33,546	35,392
Total PLANNING AND DEVELOPMENT	305,849	268,857	249,482	238,376
Total 01 Revenue Fund	6,515,793	6,030,366	5,495,905	7,263,015

A. Financial Report - Services by Department
BUILDING & BYLAW ENFORCEMENT SERVICES
Operating Fund
For period ending December 31, 2023

	2023	2022		
	Total	Total	Total	Total
	Budget	Budget	2022	2021
01 Revenue Fund				
BUILDING & BYLAW ENFORCEMENT SERVICES				
Building				
Building Inspection				
01-2042 Protection-Building Inspection			-45,680	
Total Building Inspection			-45,680	
Total Building			-45,680	
ByLaw				
ByLaw Enforcement				
01-2041 Protection-Animal Control		-3,615	-395	13
01-2044 Protection-Property Standards	63,781	8,464	53,928	6,899
01-2060 Protection-By-Law/POA Parking		44,954		
Total ByLaw Enforcement	63,781	49,803	53,533	6,912
Total ByLaw	63,781	49,803	53,533	6,912
Total 01 Revenue Fund	63,781	49,803	7,853	6,912

A. Financial Report - Services by Department
WATER AND SEWER SERVICES
Operating Fund
For period ending December 31, 2023

	2023	2022		
	Total	Total	Total	Total
	Budget	Budget	2022	2021
01 Revenue Fund				
WATER AND SEWER SERVICES				
SHARED ADMINISTRATION				
Shared Costs				
01-3005 Environmental-Sewer&Water-Common			19,067	647,701
Total Shared Costs			19,067	647,701
Total SHARED ADMINISTRATION			19,067	647,701
SEWER				
Chesley Sewer System				
01-3012 Environmental-Sewage-Chesley		-1	-1,551	
Total Chesley Sewer System		-1	-1,551	
Paisley Sewer System				
01-3015 Environmental-Sewage-Paisley			-1,937	-2
Total Paisley Sewer System			-1,937	-2
Tara Sewer System				
01-3017 Environmental-Sewage-Tara		2	-102,569	-1
Total Tara Sewer System		2	-102,569	-1
Total SEWER		1	-106,057	-3
WATER				
Chesley/Paisley Water System				
01-3032 Environmental-Water-Chesley/Paisley		-2	-55,292	
Total Chesley/Paisley Water System		-2	-55,292	
Tara Water System				
01-3036 Environmental-Water-Tara			-48,225	2
Total Tara Water System			-48,225	2
Source Water Protection				
01-3030 Environmental-Source Water Protection				
Total Source Water Protection				
Total WATER		-2	-103,517	2
STORM				
Storm Programs				
01-3018 Environmental-Storm Water-Catch Basins		25,501	11,138	23,364
01-3019 Environmental-Storm Water-Ditches		19,431	30,790	20,141
Total Storm Programs		44,932	41,928	43,505
Total STORM		44,932	41,928	43,505
Total 01 Revenue Fund		44,931	-148,579	691,205

**Schedule B - Capital Budget
Municipal Services
For the year ended December 31, 2023**

	LTD	Unspent Budget	2023	2023	2023	2023	Reserves	2023	2024
	Budget	Carry-forward	Expenses	Capital	Grants	Donations	Unspent Budget	New	
				Requests			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			27,000	27,000		3,087		23,913	
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			341,455	341,455		50,427		291,028	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									
Total PAISLEY	15,000		310,000	310,000				310,000	2,000,000
Total FIRE PROTECTION SERVICES	15,000		651,455	651,455		50,427		601,028	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	264,700	730,000	264,700		465,300		
21-TRAN-0004 ROADS-Brook St. Tara	621,704	551,266		551,266			551,266		298,734
22-TRAN-0007 ROADS - Teeswater Bridge, Paisley - Approaches and Roadway	15,000	5,576	392,024	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			26,800	26,800				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									

**Schedule B - Capital Budget
Municipal Services
For the year ended December 31, 2023**

	LTD	Unspent Budget	2023	2023	2023	2023	Reserves	2023	2024
	Budget	Carry-forward	Expenses	Capital Requests	Grants	Donations	Unspent Budget Carry-forward	New Reserves	Expenses
22-TRAN-0005 ROADS-Sidewalks	765,851	748,805	410,695	1,159,500	737,215		251,002	171,283	
Total SIDEWALKS	765,851	748,805	410,695	1,159,500	737,215		251,002	171,283	
OTHER									
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	
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	2,299,741	4,142,566	1,023,915	50,000	1,323,022	1,745,629	298,734
ENVIRONMENTAL SERVICES									
WASTE DISPOSAL									
21-ENVS-0001 BLDG-Arran Landfill-Weigh Scales Building	8,000		100,000	100,000				100,000	
Total WASTE DISPOSAL	8,000		100,000	100,000				100,000	
Total ENVIRONMENTAL SERVICES	8,000		100,000	100,000				100,000	
RECREATION AND CULTURE									
PARKS									
21-RECC-0001 BLDG/COMP-Chesley Community Ctr / Arena-Zamboni Gates	14,947	14,947		14,947			14,947		
21-RECC-0011 PARKS-Dog Park Construction	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	-20,000						20,000
23-RECC-0024 PARKS-Tara Park Pole Replacement			4,500	4,500				4,500	
23-RECC-0025 PARKS-Dr. Milne Park Pavilion Rehabilitation/Retaining Wall			24,000	24,000				24,000	
23-RECC-0026 EQUIP-RW17 Mower Attachment			4,500	4,500				4,500	
24-RECC-0019 PARKS-Chesley Skate Park Equipment Replacement									55,000
24-RECC-0020 PARKS-Replace playground equipment in Paisley									70,000
24-RECC-0023 PARKS-Tara Main Park Redevelopment									75,000
Total PARKS	413,947	63,947	44,000	107,947		57,100	17,847	33,000	220,000
FACILITIES									
21-RECC-0004 BLDG-Tara Community Ctr / Arena-Replace Addition Roof	12,000	12,000		12,000			12,000		
21-RECC-0013 BLDG-(P)-Comm Ctr 2nd Floor Renovation	549,800	303,863	150,000	453,863	100,000		203,863	150,000	
21-RECC-0014 BLDG-(P)-Comm Ctr Lift Rehabilitation	148,316	148,316		148,316	118,653		29,663		
22-RECC-0008 BLDG-Tara Pool-Leak Repair	10,000	10,000		10,000			10,000		
23-RECC-0015 BLDG-Paisley Arena Floor Replacement			50,000	50,000				50,000	
23-RECC-0018 BLDG/COMP-Tara Arena Chiller Replacement			35,000	35,000				35,000	
23-RECC-0029 EQUIP-Tara Arena Floor Scrubber			6,500	6,500				6,500	
23-RECC-0030 EQUIP-Paisley Arena Floor Scrubber			6,500	6,500				6,500	
23-RECC-0031 EQUIP-Chesley Electronic Sign Replacement			9,500	9,500				9,500	
24-RECC-0016 BLDG-Tara Arena Floor Replacement									50,000
24-RECC-0017 BLDG-Tara Arena Storage Building									30,000
24-RECC-0028 BLDG/COMP-Paisley Arena Chiller Replacement									45,000

Schedule B - Capital Budget
Municipal Services
For the year ended December 31, 2023

			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
24-RECC-0031 EQUIP-Paisley Arena Ice Resurfacers									98,000
24-RECC-0032 EQUIP-Chesley Pool Diving Board									5,500
24-RECC-0035 BLDG-Tara Arena Cement Work									13,500
24-RECC-0036 BLDG/COMP-Arkwright Hall Furnace Replacement									15,000
25-RECC-0001 BLDG-Accessibility Upgrades to Chesley Pool House									
25-RECC-0002 BLDG-Tara Pool Accessibility Upgrades									
25-RECC-0004 BLDG/COMP-Chesley - Replace Chiller									
Total FACILITIES	720,116	474,179	257,500	731,679	218,653		255,526	257,500	257,000
LIBRARIES									
24-RECC-0038 BLDG/COMP-Chesley Library HVAC Replacement									19,500
Total LIBRARIES									19,500
Total RECREATION AND CULTURE	1,134,063	538,126	301,500	839,626	218,653	57,100	273,373	290,500	496,500
HEALTH SERVICES									
CLINICS									
24-HLTH-0005 BLDG-Chesley Medical Clinic - roof replacement									30,000
Total CLINICS									30,000
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	30,000
Total MUNICIPAL SERVICES	3,691,833	2,628,022	3,636,856	6,264,878	1,390,787	157,527	1,696,763	3,019,801	2,892,184
Total MUNICIPAL SERVICES	3,691,833	2,628,022	3,636,856	6,264,878	1,390,787	157,527	1,696,763	3,019,801	2,892,184

Schedule B - Capital Budget									
Building Services									
For the year ended December 31, 2023									
			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
BUILDING SERVICES									
BUILDING SERVICES									
FLEET-Chief Building Official Vehicle Replacement									
23-BLDG-0001 FLEET-Chief Building Official Vehicle Replacement			56,000	56,000				32,000	
Total FLEET-Chief Building Official Vehicle Replacement			56,000	56,000				32,000	
Total BUILDING SERVICES			56,000	56,000				32,000	
Total BUILDING SERVICES			56,000	56,000				32,000	
Total BUILDING SERVICES			56,000	56,000				32,000	

**Schedule B - Capital Budget
Water, Sewer and Storm Services
For the year ended December 31, 2023**

			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									
21-WSSE-0003 Chesley Sewer pumps	24,000	24,000	4,000	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		
23-WSSE-0018 MANHOLES-SEWER-(C)-Manholes Martha Ave			25,000	25,000				25,000	
23-WSSE-0019 BLDG-SEWER-(C)-Blower room roof @ Lagoons			7,500	7,500				7,500	
Total CHESLEY SEWER SYSTEM	38,790	38,790	36,500	75,290			38,790	36,500	
PAISLEY SEWER SYSTEM									
21-WSSE-0001 EQUIP-SEWER-P-RAS Pumps	10,000	10,000	5,000	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	25,000	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		1,000	1,000				1,000	
23-WSWA-0018 EQUIP-WATER-(AE) - Data Loggers @ AE Water Plant for back-up			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	368,100	905,705			537,605	368,100	
TARA WATER SYSTEM									
22-WSWA-0011 BLDG/COMP-WATER (T) - WTP, Dialers	15,000		1,000	1,000				1,000	
22-WSWA-0012 MAINS-WATER T - Hamilton St. Watermain, Dead end to John St.	42,600	40,913	854,087	895,000	312,386		9,674	572,940	
23-WSWA-0019 EQUIP-WATER-(T)- Data loggers @ Tara Water wells			20,000	20,000				20,000	
23-WSWA-0020 BLDG-WATER-(T)- Roofs replacment @ Well 2 & 3			10,000	10,000				10,000	
23-WSWA-0022 WATER (T) -Francis St Watermains			2,500	2,500				2,500	638,000
Total TARA WATER SYSTEM	57,600	40,913	887,587	928,500	312,386		9,674	606,440	638,000
FLEET-WATER - Pickup Truck #W8									
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		

**Schedule B - Capital Budget
Water, Sewer and Storm Services
For the year ended December 31, 2023**

			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
EQUIP-WATER - Antenna/Cable									
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									
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
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 WATER AND SEWER SERVICES	1,188,020	1,000,073	2,390,260	3,390,333	592,386		968,834	#####	638,000

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

BY-LAW NO. 21-2023

BEING A BY-LAW TO ASSESS AND LEVY THE RATES REQUIRED
FOR THE LAWFUL PURPOSES OF
THE MUNICIPALITY OF ARRAN-ELDERSLIE FOR 2023

WHEREAS the Municipality is required to levy the rates for Municipal, County and School Board purposes for the taxation year 2023; and

WHEREAS the *Municipal Act S.O. 2001, c 25*, as amended, provides that:

- "290. (1) *A local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality including,*
- (a) amounts sufficient to pay all debts of the municipality falling due within the year;*
 - (b) amounts required to be raised for sinking funds or retirement funds; and*
 - (c) amounts required for any board, commission or other body.*
- (2) The budget shall,*
- (a) in such detail and form as the Minister may require, set out the estimated revenues, including the amount the municipality intends to raise on all the rateable property in the municipality by its general local municipality levy and on less than all the rateable property in the municipality by a special local municipality levy under section 312, and the estimated expenditures; and*
 - (b) provide that the estimated revenues are equal to the estimated expenditures.*
- (3) In preparing the budget, the local municipality,*
- (a) shall treat any operating surplus of any previous year as revenue that will be available during the current year;*
 - (b) shall provide for any operating deficit of any previous year and for the cost of the collection of taxes and any abatement or discount of taxes;*
 - (c) shall provide for taxes and other revenues that in the opinion of the treasurer are uncollectible and for which provision has not been previously made;*
 - (d) may provide for taxes and other revenues that it is estimated will not be collected during the year; and*
 - (e) may provide for such reserves as the municipality considers necessary."*

"291. (1) *Before adopting all or part of a budget under section 289 or 290, or amending such a budget, a municipality shall give public notice of its intention to adopt or amend the budget at a council meeting specified in the notice."*

"308(5) *An upper-tier municipality shall pass a by-law on or before April 30 in each year to establish the tax ratios for that year for the upper-tier municipality and its lower-tier municipalities."*

"311(10) *In each year, each lower-tier municipality shall levy, in accordance with the upper-tier rating by-law passed for that year, the tax rates specified in the by-law."*

"312(2) *For purposes of raising the general local municipality levy, a local municipality shall, each year, pass a by-law levying a separate tax rate, as specified in the by-law, on the assessment in each property class in the local municipality rateable for local municipality purposes.*

"355 (1) A local municipality may pass a by-law providing that where, in any year, the total amount of taxes to be imposed on a property would be less than \$50 or such other minimum tax amount specified by the municipality in the by-law, the actual taxes payable shall be an amount not exceeding that minimum tax amount."; and

WHEREAS the Education Act, R.S.O. 1990, Ch. E.2 provides that:

"257.7 (1) Subject to the regulations, the following shall in each year levy and collect the tax rates prescribed under section 257.12 for school purposes on the property indicated:

Every municipality, on residential property and business property in the municipality, including territory without municipal organization that is deemed under section 56 or subsection 58.1 (2) to be attached to the municipality, taxable for school purposes, according to the last returned assessment roll."; and

WHEREAS the sum of \$6,276,927 is required by taxation in the year 2023 for Municipal purposes; and

WHEREAS the Corporation of the County of Bruce did pass By-law Number 2023-015 on the 2nd day of March, 2023 thereby setting the 2023 tax ratios, the general County tax rate for 2023 and the estimated amount to be raised by the Municipality of Arran-Elderslie for the County in the amount of \$3,539,234; and

WHEREAS the sum of \$1,428,285 is required by taxation in the year 2023 for School purposes as set by the Province of Ontario depending on the classification of assessment; and

WHEREAS for the year 2023 the rateable property of the Municipality of Arran-Elderslie according to the last revised assessment roll is \$1,120,321,200.

2023 Assessment and Tax Levy						
Property Class	Class	Returned	County	Education	Municipal	Total
	ID	Assessment				
Residential	RT	550,004,984	2,600,072	841,508	4,611,297	8,052,877
Multi-Residential	MT	11,205,735	52,974	17,145	93,950	164,068
Multi-Residential- New	NT	3,221,000	15,227	4,928	27,005	47,160
Commercial	CT	29,553,628	172,277	260,072	305,538	737,887
Commercial - Vacant Land	CX	329,900	1,923	2,903	3,411	8,237
Commercial - Excess Land	CU	208,900	1,218	1,838	2,160	5,216
Industrial	IT	4,580,200	37,842	40,306	67,113	145,261
Industrial - Full	IH	54,000	446	475	791	1,713
Industrial - Vacant Land Share	IJ	6,300	52	55	92	200
Industrial - Vacant Land	IX	93,500	772	823	1,370	2,965
Industrial - Excess Land	IU	103,700	857	913	1,520	3,289
Industrial - Large	LT	4,236,000	34,998	37,277	62,070	134,344
Industrial - Small Scale on Far	I7	24,500	202	54	359	615
Parking Lot	GT	96,300	561	847	996	2,404
Pipeline	PT	2,559,000	12,296	22,519	21,807	56,622
Managed Forests	TT	2,595,100	3,067	993	5,439	9,499
Farmland	FT	511,448,453	604,450	195,629	1,072,009	1,872,088
Total Rateable Assessment		1,120,321,200	3,539,234	1,428,285	6,276,927	11,244,445
Landfill PIL	HF	181,200	1,048	1,595	1,859	4,502
Commercial PIL	CF/CG	3,279,800	19,119	28,862	33,908	81,889
Residential PIL	RF/RG	393,600	1,861	602	3,300	5,763
Exempt Properties	E	44,916,900				
Total Assessment Value		1,169,092,700	3,561,262	1,459,344	6,315,994	11,336,600

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

1. That the sum of \$6,276,927 shall be raised for the lawful municipal purposes of the Corporation of the Municipality of Arran-Elderslie for the year 2023.
2. That the General Municipal Tax Rates for 2023 to be applied to each class of assessment, in accordance with tax ratios established by the County of Bruce as follows:

2023 Tax Rates							
Property Class	Class	Tax	Weighted				
	ID	Ratio	Assessment	County	Education	Municipal	Total
Residential	RT	1.000000	550,004,984	0.00472736	0.00153000	0.00838410	0.01464146
Multi-Residential	MT	1.000000	11,205,735	0.00472736	0.00153000	0.00838410	0.01464146
Multi-Residential- New	NT	1.000000	3,221,000	0.00472736	0.00153000	0.00838410	0.01464146
Commercial	CT	1.233100	36,442,579	0.00582931	0.00880000	0.01033844	0.02496775
Commercial- Vacant Land	CX	1.233100	406,800	0.00582931	0.00880000	0.01033844	0.02496775
Commercial- Excess Land	CU	1.233100	257,595	0.00582931	0.00880000	0.01033844	0.02496775
Industrial	IT	1.747700	8,004,816	0.00826201	0.00880000	0.01465289	0.03171490
Industrial - Full	IH	1.747700	94,376	0.00826201	0.00880000	0.01465289	0.03171490
Industrial - Vacant Land Sha	IJ	1.747700	11,011	0.00826201	0.00880000	0.01465289	0.03171490
Industrial- Vacant Land	IX	1.747700	163,410	0.00826201	0.00880000	0.01465289	0.03171490
Industrial- Excess Land	IU	1.747700	181,236	0.00826201	0.00880000	0.01465289	0.03171490
Industrial- Large	LT	1.747700	7,403,257	0.00826201	0.00880000	0.01465289	0.03171490
Industrial - Small Scale on Fa	I7	1.747700	42,819	0.00826201	0.00220000	0.01465289	0.02511490
Parking Lot	GT	1.233100	118,748	0.00582931	0.00880000	0.01033844	0.02496775
Pipeline	PT	1.016400	2,600,968	0.00480489	0.00880000	0.00852160	0.02212649
Managed Forests	TT	0.250000	648,775	0.00118184	0.00038250	0.00209603	0.00366037
Farmland	FT	0.250000	127,862,113	0.00118184	0.00038250	0.00209603	0.00366037
			748,670,219				
Landfill PIL	HF	1.223945	221,779	0.00578603	0.00880000	0.01026168	0.02484771
Commercial PIL	CF/CG	1.233100	4,044,321	0.00582931	0.00880000	0.01033844	0.02496775
Residential PIL	RF/RG	1.000000	393,600	0.00472736	0.00153000	0.00838410	0.01464146
			753,329,920				

3. That the minimum tax charged shall be \$20.00 and that the difference between the actual tax and the minimum tax shall form part of the general funds of the municipality.
4. That the waste collection annual flat rate of \$110.00 per domestic and commercial premise shall be charged as an area rate (not included in the tax rate) under miscellaneous charges on the tax bill.

Commercial premises, excluding home occupations, have the option of purchasing additional two-bag units at a cost of \$110.00 per year for each unit, up to a maximum of five (5) units picked up weekly.

Every domestic and commercial premise in the Municipality shall be charged for collection whether they participate in collection or not.

5. That the final taxes less the interim Taxes shall be due and payable in two approximately equal instalments on or before office closing on August 31st, 2023 and on or before office closing on October 31st, 2023.
6. A penalty at the rate of 1.25% will be charged on the first day of default and on the first day of each calendar month thereafter in which default continues on all unpaid instalments of taxes until December 31, 2023, after which the interest rates of 1.25% per month for each month or fraction thereof will be added.
7. That this by-law shall take effect with final passing.

READ a FIRST and SECOND time this 27th day of March, 2023.

READ a THIRD time and finally passed this 27th day of March, 2023.

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

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

BY-LAW NO. 24-2023

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL MEETING OF
THE MUNICIPALITY OF ARRAN-ELDERSLIE
HELD MARCH 27, 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 March 27, 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 Council meeting held March 27, 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 27th day of March, 2023.

READ a THIRD time and finally passed this 27th day of March, 2023.

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk