



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

AGENDA

Monday, September 11, 2023, 9:00 a.m.
Council Chambers
1925 Bruce Road 10, Chesley, ON

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- October 10, 2023
- October 23, 2023
- November 13, 2023
- November 27, 2023
- December 11, 2023



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

MINUTES

Meeting No. 2023-16
Monday, August 14, 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
 Julie Hamilton - Deputy Clerk
 Scott McLeod - Public Works Manager - Present Electronically
 Carly Steinhoff - Recreation Manager
 Jessica Pridham - Economic Development & Communications
 Coordinator - Present Electronically

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)

- Council will be going into closed session at 12:00 p.m. today, with the meeting to continue, if necessary, after the lunch break.
- Paisley Queen North Market is on August 20th from 10-2.
- The Bruce County Heritage Farm Show is on August 18, 19 and 20th. This year is the 30th Anniversary of the Heritage Farm Show.
- September is Childhood Cancer Awareness Month and Big Bruce will be lit up in gold to raise awareness for Childhood Cancer.
- The Bruce County Plowing Match is being held on September 1, 2023 at the farm of Larry and Jamie McDonald, 196 Concession 8, Elderslie Township. The 2023 International Plowing Match & Rural Expo will be held from September 19th to September 23rd in Bowling Green Ontario.

- The Administration Office will be closed on September 4th for Labour Day.
- Chesley Fall Fair is September 8th and 9th.
- Paisley Fall Fair is September 10th.
- Arran-Tara Fall Fair is September 12th and 13th.
- The Bruce County Public Works Association is offering a scholarship, valued at \$1,000, to be presented to an outstanding student in Bruce County enrolled in a program related to public works. This student must have completed one or more years of post-secondary education in the respective program. Selection is based on a combination of strong academic achievement, a demonstrated interest in public works at a municipal or county level, and leadership potential as evidenced through extracurricular or volunteer activities. Interested students from Bruce County who have completed at least one year are invited to apply. Please contact Public Works Manager, Scott McLeod by August 31st.
- The Tara Longhorn's are bringing home the Gold Medal from the U15 Boys Canadian Fast Pitch Championship held in Prince Albert, Saskatchewan August 9-13, 2023. The Stan Wright Well Drillers U17 Tara Twins also took home the Gold Medal at the Boys Canadian Fast Pitch Championship in Fredericton, New Brunswick August 2-6 2023.

3. Adoption of Agenda

Items 13.2.1 BDO - Municipality of Arran-Elderslie 2021 Financial Statements and 13.2.2 SRFIN.23.20 Financial Report - December 31, 2022 have been deferred to a future meeting due to the absence of Treasurer, Tracey Neifer.

Council passed the following resolution:

213-16-2023

Moved by: Councillor Hampton

Seconded by: Councillor Penner

Be It Resolved that the agenda for the Council Meeting of Monday, August 14, 2023 be received and adopted, as amended by the Clerk.

Carried

4. Disclosures of Pecuniary Interest and General Nature Thereof

None.

5. Unfinished Business

5.1 Municipal Support Resolution - Shift Solar, Grey Owl Storage Project

Council passed the following resolution:

214-16-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

Be it Resolved that Council hereby support the following:

1. The Proponent is proposing to construct and operate a Long-Term Reliability Project, as defined and with the characteristics outlined in the table below, under the Expedited Long-Term Request for Proposals (“E-LT1 RFP”) issued by the Independent Electricity System Operator (“IESO”).

Name of the Long-Term Reliability Project: Grey Owl Storage Project

Proponent: Shift Solar Inc.

Technology of the Long-Term Reliability Project: Electricity Storage Facility

Maximum Contract Capacity of the Long- Term Reliability Project (in MW): 400 MW

Legal description of the portion of the Project Site that is located on lands subject to the authority of one or more Municipalities: PIN 331700145, PT LT 36 CON 4 ARRAN AS IN R352883 EXCEPT PARTS 1 & 2 3R8227 N OF 3R1688, T/W R352883 MUNICIPALITY OF ARRAN-ELDERSLIE (the “Municipal Lands”)

2. Pursuant to the E-LT1 RFP, Proposals that receive the formal support of the local jurisdictional authorities of all the project communities in which the Long-Term Reliability Project is located in the form of a support resolution will be awarded Rated Criteria points for the purpose of ranking the Proposal in relation to other Proposals for a contract under the E-LT1 RFP; and

3. The Council of the Corporation of the Municipality of Arran-Elderslie supports the development, construction and operation of the Long-Term Reliability Project on the Municipal Lands.

4. This resolution's sole purpose is to enable the Proponent to receive Rated Criteria points under E-LT1 RFP or to satisfy its obligations under any awarded E-LT1 Contract and may not be used for the purpose of any other form of approval in relation to the Proposal or Long-Term Reliability Project or for any other purpose. Rated Criteria points will be used to rank the Proponent’s Proposal in relation to other Proposals received by the IESO under the E-LT1 RFP.

Carried

6. Minutes of Previous Meetings

6.1 July 10, 2023 Council Minutes

Council passed the following resolution:

215-16-2023

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held July 10, 2023.

Carried

7. Business Arising from the Minutes

7.1 Notice of Motion - Deputy Mayor Shaw

Deputy Mayor Shaw presented her Notice of Motion to Council.

The motion addresses the dramatic increases in hate-motivated incidents and hate crimes against 2S-LGBTQQIAP+, Jewish, Muslim, Black, Asian, Indigenous and other equity-seeking individuals.

The motion reaffirms the Municipality of Arran-Elderslie's commitment to a safe and inclusive community and condemns hate in all its forms and asks Staff to explore the creation of an inclusion and accessibility committee that will examine the barriers, identify opportunities, and propose anti-hate policies and procedures that ensure safe and welcoming spaces for everyone in our community.

Subsequent to further discussion, Council passed the following resolution:

216-16-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Penner

Whereas Ontario communities have seen dramatic increases in hate-motivated incidents and hate crimes against 2S-LGBTQQIAP+, Jewish, Muslim, Black, Asian, Indigenous and other equity-seeking individuals;

Whereas there were more than 1,500 police reported hate Crimes in Ontario in 2021; Whereas everyone is guaranteed equality rights under

the Canadian Charter of Rights and Freedoms, which is embedded in Canada’s constitution;

Whereas the Province of Ontario in May, 2023, recognizing the increase in hate crimes and has released a \$25.5 million-dollar investment with the new Anti-hate Security and Prevention Grant program as part of Ontario Strengthening Supports to Combat Hate and Create Safer Communities;

Whereas locally, the 2S-LGBTQQIAP+ community and allies are being directly threatened by a hate mail campaign and events inciting discrimination against these community members;

Whereas the Municipality of Arran-Elderslie and its citizens embrace and celebrate diversity, equity and inclusion in our local community;

Whereas the Municipality of Arran-Elderslie recognizes our responsibility to meaningfully respond to the impacts of hate in our community;

And Whereas hate speech and related activities have no place in an inclusive society;

Therefore, be it resolved:

- 1. That the Municipality of Arran-Elderslie reaffirms our commitment to a safe and inclusive community and condemns hate in all its forms;
- 2. Directs staff to explore the creation of an inclusion and accessibility committee that will examine the barriers, identify opportunities, and propose anti-hate policies and procedures that ensure safe and welcoming spaces for everyone in our community; and
- 3. That a copy of this motion be provided to Bruce County Municipalities.

Carried

8. Minutes of Sub-Committee Meetings

8.1 Paisley Firehall Subcommittee Minutes - March 8, 2023

Council passed the following resolution:

217-16-2023

Moved by: Councillor Hampton

Seconded by: Councillor Dudgeon

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

Carried

9. Public Meeting(s)

9.1 Zoning By-Law Amendment File No. Z-2023-049 - Bailey (761 Concession 10 E)

Mayor Steve Hammell called the public meeting to order at 9:20 a.m. He stated that the purpose of the public meeting was to consider a proposed Zoning By-law Amendment Z-2023-049 for Bruce and Shannon Bailey at 761 Concession 10 E, Arran.

Marilyn Cameron, Planner for the County of Bruce, attended the meeting electronically and presented her report.

She noted that the application proposes to sever a parcel of 3.4 ha which includes an existing dwelling and hobby farm. The retained lot area of 37 ha is proposed to be acquired by a local farmer and continue the existing farm use. The dwelling would be surplus to the agricultural needs. The related Consent Application is File No. B-2023-049. The property is located at 761 Concession 10 E (Arran).

Comments were received from the following agencies:

- Grey Sauble Conservation Authority: GSCA has no objections to the subject applications as they do not impact any areas regulated under Ontario Regulation 151/06 or natural hazards.
- Historic Saugeen Métis (HSM): Email dated July 28, 2023 stated no objections.
- Municipality of Arran-Elderslie: The Municipality verified conditions on July 27, 2023.
- Municipality of Arran-Elderslie Building Department: Email dated July 19, 2023 stated no comments.
- Municipality of Arran-Elderslie Public Works Department: Email dated July 19, 2023 comments stated that there was no water or sewer in the area of the subject property. No concerns were stated.

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

Councillor Steinacker sought clarification on the MDS exemption. Ms. Cameron noted that the initial application requested relief from the MDS setbacks however, during the planning analysis it was noted that the proposed application is exempt from MDS requirements.

Councillor Penner questioned how future severances would be prevented. Ms. Cameron noted that the Bruce County Official Plan Policies restricts future development on agricultural lands. Those policies do not apply

since these lands are designated rural. The lands would have the potential to sever a 20 ha portion in the future.

Deputy Mayor Shaw asked for clarification on the purpose of the application. Ms. Cameron noted that the County Official Plan requires a minimum lot size of 20 ha however, the Comprehensive Zoning Bylaw requires a minimum lot size of 39 ha and the application proposes 37 ha. Council would be approving an exemption to the Zoning Bylaw.

Councillor Dudgeon asked if the surplus farm dwelling policy would apply. Ms. Cameron confirmed that since these lands are designated rural and not agricultural, the policy does not apply.

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

Bev Nicolson spoke on behalf of the applicant regarding the application.

The Mayor asked if any members of the public wished to make a submission either in favour or opposed to the proposed application.

No submission were made.

The Mayor asked the Deputy Clerk if any written submissions had been received.

The Deputy Clerk confirmed that none had been received.

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

Councillor Penner looked for further clarification on the potential of future severances and the designations of rural and agricultural. Ms. Cameron and Ms. Nicolson addressed the concerns noting that the possibility is there for a future severance or dwelling to be built however, that is not the intent of this application.

Ms. Cameron also clarified that agricultural lands are considered prime agricultural lands with strong restrictions placed by the government while rural lands are considered viable farm lands without the same restrictions.

The Mayor declared the public meeting closed at 9:40 a.m.

Council passed the following motion:

218-16-2023

Moved by: Councillor Hampton

Seconded by: Councillor Dudgeon

Zoning By-law Amendment Application Z-2023-049 is consistent with the Provincial Policy Statement 2020 and the County of Bruce Official Plan.

Subject to a review of submissions arising from the public meeting it is recommended:

That Council approve Zoning By-law Amendment Application Z-2023-049 for Bruce and Shannon Bailey for Lot 19, Concession 10, 761 Concession 10 E, Arran.

Carried

9.2 Zoning By-Law Amendment File No. Z-2023-048 - Sweiger (412 Concession 10)

Mayor Steve Hammell called the public meeting to order at 9:42 a.m. He stated that the purpose of the public meeting was to consider a proposed Zoning By-law Amendment Z-2023-048 for Todd Sweiger Farms Ltd.

Rebecca Elphick, Planner for the County of Bruce, attended the meeting electronically and presented her report.

She noted that the application proposes to sever a 1.47 ha parcel with a frontage of 147 m on Concession 10 Elderslie. The severed parcel will contain a residence surplus to a farming operation. The retained parcel will have an area of 39 ha with a frontage of 247.7 m, and will continue to be used for a cash crop operation. A Zoning By-Law Amendment is required to rezone the retained parcel to prohibit any residential development. The property is located at 412 Concession 10, Elderslie. The related Consent Application is B-2023-048.

Comments were received from the following agencies:

- Grey Sauble Conservation Authority (GSCA): In correspondence dated July 21, 2023, GSCA staff noted that a portion of the subject property is regulated under Ontario Regulation 151/06: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses. The regulated area is associated with an unnamed watercourse in the northeastern portion of the property. GSCA staff note that no permit is required prior from the GSCA office pursuant to O.Reg 151/06 as no development is proposed in association with this application. GSCA staff further note the presence of natural hazards on portions of the subject property and confirm that both the retained and severed parcel feature sufficient space to accommodate future development outside of the natural hazard areas should it be proposed. Overall, GSCA staff have no objections to this application.
- Public Works (Municipality of Arran Elderslie): In correspondence dated July 19, 2023, Public Works staff noted no comments related to the subject application.

- Building Department (Municipality of Arran Elderslie): In correspondence dated July 19, 2023, Building Department staff noted no comments related to the subject application.
- Hydro One: In correspondence dated July 12, Hydro One staff noted no concerns or comments at this time.
- Historic Saugeen Metis (HSM) Lands, Resources and Consultation Department: In correspondence dated July 18, 2023, HSM staff noted no objection or opposition to the proposed Consent and Zoning By-law Amendment as presented.
- Municipality: Verified conditions on July 27, 2023

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

Council did not have any questions.

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

V. Muhunthan from Cuesta Planning, Agent for the applicant addressed Council regarding the application.

The Mayor asked if any members of the public wished to make a submission either in favour or opposed to the proposed application.

There were no submissions from the public.

The Mayor asked the Deputy Clerk if any written submissions had been received.

The Deputy Clerk confirmed that none had been received.

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

A point of clarity was raised as to whether comments should have been received from Grey Sauble Conservation Authority or Saugeen Valley Conservation Authority. Ms. Elphick confirmed that Grey Sauble Conservation Authority was correct.

Council passed the following motion:

219-16-2023

Moved by: Councillor Hampton

Seconded by: Councillor Steinacker

Zoning By-law Amendment Application Z-2023-048 is consistent with the Provincial Policy Statement 2020 and the County of Bruce Official Plan.

Subject to a review of submissions arising from the public meeting it is recommended:

That Council approve Zoning By-law Amendment Application Z-2023-048 for Todd Sweiger at 412 Concession 10, Elderslie.

Carried

9.3 Zoning By-law Amendment File No. Z-2022-128 - Shaw (45 1st Ave North, Chesley)

Mayor Steve Hammell called the public meeting to order at 9:52 a.m. He stated that the purpose of the public meeting was to consider a proposed Zoning By-law Amendment Z-2022-128 for Shannon Shaw.

Jenn Burnett, Senior Planner for the County of Bruce, attended the meeting and presented her report.

She noted that the application has been submitted to facilitate severance application B-2022-071 which proposes to create a building lot with an area of 476 m² and 28 m of frontage on 2nd Ave N, Chesley. The proposed lot meets the lot frontage and lot area requirements of the Zoning By-law but requires relief to the front and rear yard setbacks to create a viable building envelope. The retained lot is occupied by a four-unit dwelling and is proposed to be 1135.5 m² in size; it will require a reduced rear yard setback. The property is located at 45 1st Ave North, Chesley.

This area is fully serviced with municipal water and sewers. The severed parcel is not proposed for development at this time but will be required to connect to full municipal services at the building stage. The existing structure on the proposed retained lot, is fully serviced. Storm water management will be addressed with an engineering site and drainage plan at the time of building application.

Comments were received from the following agencies:

- Bruce Grey Catholic School Board: Comments dated July 4, 2023 noted no comment.
- Saugeen Valley Conservation Authority (SVCA): In comments dated July 4, 2023, the SVCA confirmed that there are no hazards areas or regulated areas on the property. They have no objection to the proposal.
- Historic Saugeen Metis (HSM): In in email dated July 18, 2023 the HSM commented, “[t]he Historic Saugeen Métis (HSM) Lands, Resources and Consultation Department has reviewed the relevant documents and have no objection or opposition to the proposed Zoning By-law Amendment as presented.”

- Bruce County Transportation Services: no comment (undated).
- Arran-Elderslie Staff: In comments dated January 4 and July 19, 2023, staff noted that service connections are available at the expense of the applicant.
- Residents: Raynald Nickason: in comments dated February 21, 2023, Raynald Nickason noted, “concerns about the dimension of the proposed structure as outlined within the application. With a set back off of 2nd Ave North East of 6.4 meters and measurement of 7.5 meters from the rear of the proposed severed lot, this only allows for a 3.1-meter width of a building. (10’ 2”) I do not feel as though this is adequate for a residential structure.

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

Councillor Penner asked for clarification on the parking location. Ms. Burnett advised that during the site visit it was confirmed that there was sufficient room for angle parking.

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

The applicant, Ms. Shannon Shaw, noted a correction that the current structure is a tri-plex and not a four-plex.

The Mayor asked if any members of the public wished to make a submission either in favour or opposed to the proposed application.

Ms. Reta Stewart is not opposed to the application however she raised concerns regarding the size of the lot and the available space for parking. The applicant advised that there is sufficient room for at least 8 vehicles and the front lot would exit onto 2nd Ave NE and the other lot would exit onto 1st Ave N.

She also noted that many of her neighbour's did not receive the notification. Planner Jen Burnett advised that everyone within 120 m receives notice directly by mail and a sign is posted.

The Mayor asked the Deputy Clerk if any written submissions had been received.

The Deputy Clerk advised that none had been received.

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

No further questions were raised and the Mayor declared the public meeting closed at 10:13 a.m.

Council took a short recess at 10:13 a.m. and returned at 10:23 a.m. to verify the notice was circulated. It was confirmed that the circulation had taken place.

Council passed the following motion:

220-16-2023

Moved by: Councillor Hampton

Seconded by: Councillor Penner

Zoning By-law Amendment Application Z-2022-128 is consistent with the Provincial Policy Statement 2020, the County of Bruce Official Plan and the Town of Arran-Elderslie Official Plan.

Subject to a review of submissions arising from the public meeting it is recommended:

That Council approve Zoning By-law Amendment Application Z-2022-128 for Shannon Shaw for Plan 132 Lots 6 & 10; further described as 45 1st Avenue N. Chesley.

Carried

10. Delegations

10.1 Natural Burials - Sibylle Walke

Ms. Walke made a presentation to Council regarding natural burials sites.

A natural burial means that the body is buried in a biodegradable casket or shroud, the grave depth is 3 to 4 feet deep, the body isn't embalmed and there is no vault. This allows the ground above to be restored and protected in its natural eco-habitat.

The natural burial process does not damage the lands or nearby waters and the bodies are buried below the smell line, so scavengers do not disturb the gravesite.

Natural burials have become popular due to their eco-friendliness but also because they are simpler, provides a final resting place in nature and are not harmful to the earth.

There are several natural burial sites all over Ontario including Owen Sound, and recently in 2022, Holstein.

In developing a natural burial site, approvals from the Medical Officer and Bereavement Authority of Ontario are required.

Ms. Walke noted that a desired location would be in Paisley Cemetery.

Council thanked Ms. Walke for her presentation.

Members of Council and Staff addressed Ms. Walke with initial comments and questions.

Council favoured the idea and directed Staff to report back at the next available council meeting regarding the development of natural burial sites within the municipality including a public consultation plan to gauge interest prior to the undertaking of a comprehensive report on the matter.

11. Presentations

There were no presentations.

12. Correspondence

12.1 Requiring Action

12.1.1 Grey Bruce Hospice

Council directed staff that this request be brought forward and included in the 2024 budget negotiations and further that staff send a copy of the donation request form to meet the October 1, 2023 deadline.

12.1.2 Correspondence from Whitney Bonnett - Creation of Inclusion and Accessibility Committee

CAO, Sylvia Kirkwood noted that there have been a number of requests for various committees brought forward.

Deputy Mayor Shaw noted that she sees this request as support to the Inclusion and Accessibility Committee brought forward through her notice of motion.

Council directed Staff to bring a report forward to Council regarding this request at the next available Council meeting.

12.1.3 Chesley Hospital Foundation Fall Gala - Donation Request

Council passed the following resolution:

221-16-2023

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be it resolved that Council hereby waives the rental fees for the Chesley Community Centre, kitchen, hall and curling club in the amount of approximately \$1,500 plus HST as an in-kind donation for the Chesley Hospital Foundation Fall Gala being held on September 30, 2023.

Carried

12.2 For Information

12.2.14 - Deputy Mayor Shaw noted that this Joint Media Release related to the hospitals and CAO Sylvia Kirkwood has reached out to see if any of the funds

12.2.17 - Deputy Mayor Shaw asked for further information on the Joint Police Board matter. Council directed Staff to provide a report back at the next available meeting.

Subsequent to further discussion, Council passed the following resolution:

222-16-2023

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

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

Carried

12.2.1 Crime Stoppers of Grey Bruce - April to June 2023

12.2.2 AMO Watch File - July 13, 2023

12.2.3 AMO Watch File - July 20, 2023

12.2.4 AMO Watch File - July 27, 2023

12.2.5 AMO Watch File - August 3, 2023

12.2.6 AMO Watch File - August 10, 2023

12.2.7 AMCTO Municipal Minute - July 12, 2023

12.2.8 AMCTO Municipal Minute - July 26, 2023

12.2.9 AMCTO Municipal Minute - August 2, 2023

12.2.10 AMCTO Legislative Express

12.2.11 Bruce County Comments on Updated ERO Posting 019-6813

12.2.12 AMO Policy Update - Property Tax Reassessment

12.2.13 MPP Rick Byers Media Release - Wetlands Restoration

12.2.14 MPP Rick Byers and MPP Lisa Thompson Joint Media Release - Ontario Building Better, More Modern Facilities

- 12.2.15 Grey Sauble Conservation Authority - Media Release - Inglis Falls Arboretum Alliance
- 12.2.16 MPAC - Building Permit Quicksheet
- 12.2.17 Correspondence from Municipality of South Bruce - South Bruce OPP Detachment Board
- 12.2.18 MPP Rick Byers and MPP Lisa Thompson Joint News Release: Ontario Supporting Projects to Protect the Great Lakes
- 12.2.19 2022 AMO Annual Report
- 12.2.20 Drinking Water Source Protection Committee Meeting Minutes - March 31, 2023

13. Staff Reports

13.1 CAO/Clerks

13.2 Finance

13.2.1 BDO - Municipality of Arran-Elderslie 2021 Financial Statements

This item was deferred to the September 11, 2023 meeting due to the absence of Treasurer, Tracey Neifer.

13.2.2 SRFIN.23.20 Financial Report – December 31, 2022

This item was deferred to the September 11, 2023 meeting due to the absence of Treasurer, Tracey Neifer.

13.3 Public Works

13.3.1 SRW.23.17 Accessible Parking Space in Tara

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

Subsequent to further discussion, Council passed the following resolution:

223-16-2023

Moved by: Councillor Steinacker

Seconded by: Councillor Nickason

Be It Resolved that Council hereby,

1. Directs Staff to amend Schedule “H” to By-Law 46-2020 being a Bylaw to Regulate Traffic and Parking to include a designated disabled persons parking space on the north side of Matilda Street, west of Yonge Street in Tara; and

2. Support the installation of a designated disabled persons parking space in the spring of 2024 on the north side of Matilda Street, west of Yonge Street in Tara.

Carried

13.3.2 SRW.23.15 Award Fuel Tender

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

Subsequent to further discussion, Council passed the following resolution:

224-16-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Penner

Be It Resolved that Council hereby,

1. Award the 2023 Fuel Tender to MacDonnell Fuels Ltd. for the supply and delivery of fuel for the rack price as follows:
 - i. Arran Shop – 205 Mill Street Tara
 - Dyed Diesel
 - Clear Diesel
 - Gasoline
 - ii. Elderslie Shop – 1921 Bruce Road 10, Chesley
 - Dyed Diesel
 - Clear Diesel
 - iii. Paisley Shop – 281 Alma St, Paisley
 - Dyed Diesel
 - Clear Diesel, and;
2. Directs Staff to enter into a contract with MacDonnell Fuels Ltd., for a three (3) year term with the option to extend the contract to a maximum of five (5) years for the supply and delivery of fuel.

Carried

13.3.3 SRW.23.16 Wall Addition to Chesley Cemetery Columbarium

Public Works Manager, Scott McLeod and Deputy Clerk, Julie Hamilton, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

225-16-2023

Moved by: Councillor Hampton

Seconded by: Councillor Dudgeon

Be It Resolved that Council hereby,

1. Approve the purchase of a 48-niche curved wall columbarium structure to be single sourced from CFC Supply in the amount of \$25,877.00 including HST;
2. That the purchased be financed through the capital budget account 23-HLTH-0004 BLDG; and

Carried

13.4 Building/Bylaw

13.4.1 SRDPCLK.23.02 By-Law Enforcement Update – January to June, 2023

Deputy Clerk, Julie Hamilton and CAO, Sylvia Kirkwood, responded to questions from Members of Council.

This report was provided for information purposes.

13.5 Facilities, Parks and Recreation

13.5.1 Declare Assets as Surplus to be sold on Gov Deals

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

Council passed the following resolution:

226-16-2023

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be it Resolved that Council hereby,

1. Declares that W4 - 2007 GMC 1/2 Ton 4x4 Pick Up Truck is deemed to be surplus; and

2. That up to two sets of used hockey nets are deemed to be surplus; and
3. That these surplus assets be listed for sale on Gov Deals in accordance with By-law 23-2019 - Article 7 - Disposal of Surplus Goods.

Carried

13.5.2 SRREC 23.13 Chesley Community Centre Rooftop Unit

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

Subsequent to further discussion, Council passed the following resolution:

227-16-2023

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that Council hereby,

1. Accept the quote from Mid-West Refrigeration Ltd., in the amount of \$ 66,841.31 inclusive of applicable taxes for the replacement of the Chesley Community Centre rooftop unit,
2. That the funds be transferred from Reserve #7254 Rec Arena/Community Centres in order to proceed with the project in 2023, and
3. Provide 2024 pre-budget approval, to be financed through Capital account 02-3931-4300 Chesley Community Centre/Arena.

Carried

13.5.3 Award Arena Water Treatment

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

Subsequent to further discussion, Council passed the following resolution:

228-16-2023

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that Council hereby,

1. Award Arena Water Treatment Request for Proposal to Jutzi Water Technologies for one-year rental amount of \$6,990.00 plus HST, to be financed through the community centre's ice plant operations accounts.

Carried

13.6 Emergency Services

13.6.1 SRFIRE.23.06 Future Paisley Firehall Land Pre-Clearance Contract Award

CAO, Sylvia Kirkwood responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

229-16-2023

Moved by: Councillor Penner

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council hereby,

1. Awards the quote to Ed Karcher Construction Ltd. in the amount of \$8,423.75 plus HST for the grubbing and stripping of topsoil, piling of any brush and the installation of a silt barrier fence of 165 feet on Canrobert Street and 270 feet on Queen Street; and
2. The work to be financed from the 2023 capital project 22-FIRE-0004 BLDG Paisley Fire Hall Construction.

Carried

13.7 Economic Development and Planning

14. Notice of Motion

14.1 Closure of CIBC Bank - Chesley Branch - Ward Councillor Darryl Hampton

Councillor Hampton brought forward a Notice of Motion for Council's consideration.

Councillor Steinacker seconded the Motion.

The motion will be brought back to the September 11, 2023 meeting for discussion by Members of Council.

"Whereas, the Municipality was verbally notified of the future planned closure of the Canadian Imperial Bank of Commerce (CIBC) – Chesley Branch (01752) without formal notice of such;

Whereas, upon further investigation it was confirmed that the Canadian Imperial Bank of Commerce (CIBC) notice of closure of Chesley Branch (01752) located at 47, 1st Ave South Chesley Ontario is planned to close on January 18, 2024;

Whereas, it is understood that accounts associated with the Chesley Branch are to be relocated to the CIBC Branch in Hanover referred to as the CIBC Hanover Banking Centre at 338 – 10th Street, Hanover;

Whereas, due to the lack of a formal public meeting being held prior to the informal notification Council is requesting that a public meeting be held as soon as possible by the CIBC to offer an opportunity to engage the public and their clients of their closure plans;

Whereas, Council direct the CAO to prepare a written request to the Financial Consumer Agency of Canada (FCAC) requesting CIBC to hold a formal meeting between the bank, representatives of FCAC and interested parties near the banking center to exchange views about the change in daily banking transaction services as the Bank has not consulted the community in the area effected by the change, individual or community representatives.

And Whereas, the meeting should be open to the public and transparent to consider community concerns and viewpoints.

And Therefore, be it resolved, that the written request should be copied to the Chesley Chamber of Commerce and the Chesley CIBC Branch Manager and notice of the meeting shared on the Arran-Elderslie Municipal Webpage, Social Media, Notice Boards and appropriate Signs."

15. Members Updates

Shaw:

Deputy Mayor Shaw joined Councillor Penner and Jess Pridham on a walk about in Paisley, attended the Tara splash pad opening, a Paisley 150th community meeting, a Bruce County Municipal Transit Stakeholder meeting and the Paisley Fire Sub Committee meeting.

Hampton:

Councillor Hampton noted that August 27th there is a Family Day in the Chesley Park put on by the Kinsmen and a 120th Anniversary event for the Chesley Lawn Bowling Club. He also joined Jess Pridham on a walk about in Chesley. The U15 Chesley Colts won the Ontario Rural Softball Championship, U13 won the

Grey Bruce Championship and the U11 Chesley Colts won the Grey Bruce Minor Softball League Championship.

Dudgeon:

Councillor Dudgeon has attended a few of the previously mentioned meetings and noted that residents appear to be happy with the roads in the Municipality at this time.

Steinacker:

Councillor Steinacker attended the Tara splash pad opening, the Walker lunch and site tour, the Allenford and Tara walk about with Jess Pridham and the Rotary Club yard sale. He also added that four local residents qualified for the Senior Games in Brampton and came home with a bronze medal. He thanked Staff for efforts on a number of items.

Penner:

Councillor Penner has visited the dog park and there has been a request for more garbage cans in town for dog owners walking their dogs. The Paisley splash pad is getting lots of use and she noted that the construction is tough on the businesses at this time and she would like to find a solution to help them during this difficult time.

Nickason:

Councillor Nickason attended the Tara splash pad opening, Egan Schumacher's 25th anniversary of coming to Canada and starting his dairy operation, the Walker lunch and site tour, the Tara and Allenford walk about with Jess Pridham and there is a BASWRA meeting on August 24th. He has been getting complaints about the Allenford corner grass getting long again as well as parts being taken from the pumps.

Hammell:

Mayor Hammell attended the Tara splash pad opening, the MEI 40th Anniversary event, the Paisley Firehall Sub-Committee meeting, provided opening remarks at the the OASA Provincial U13 Baseball tournament in Tara and attended the Chesley Beef BBQ. He will be attending the Family Day in the Park, the Lawn Bowling Club Anniversary and the AMO Conference.

16. New Business

16.1 Chesley Medical Clinic Donation

Council passed the following resolution:

333-16-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Steinacker

Be it Resolved that Council supports staff working with the Brockton and Area Family Health Team to finance expenses in support of the donation received for equipment for the procedure room at the Chesley Medical Clinic to a maximum of \$50,000. All purchased equipment will become the sole property of the Brockton and Area Family Health Team.

Carried

17. By-laws

17.1 By-law 31-2023 - Thorn - Micro-Cultivation and Micro-Processing Cannabis Facility

Council passed the following resolution:

334-16-2023

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Hampton

Be It Resolved that By-law No. 31-2023 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 31-2023 being a By-law to allow for a Micro-Cultivation and Micro-Processing Cannabis Facility as an additional permitted use on the lands described as CON 7 PT LOTS 29 AND 30, ARRAN; PLAN 15 LOT 41 PT LOT 42; RP 3R7363, PARTS 1 AND 2, 46 Bruce Road 17.

Carried

18. Closed Session (if required)

Council passed the following resolution:

230-16-2023

Moved by: Councillor Dudgeon

Seconded by: Councillor Nickason

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

- () the security of the property of the municipality or local board;
- () personal matters about an identifiable individual, including municipal or local board employees;
- (X) a proposed or pending acquisition or disposition of land by the municipality or local board - land negotiations/exchange

- () labour relations or employee negotiations;
- () litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (X) advice that is subject to solicitor-client privilege, including communications necessary for that purpose -Training regarding sharing information and reporting on bylaw enforcement investigations;
- () a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;
- () information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- (X) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization; local business closure
- () a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value;
- () a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board;
- () a request under the [Municipal Freedom of Information and Protection of Privacy Act](#), if the council, board, commission or other body is the head of an institution for the purposes of that Act;
- () an ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ontario Ombudsman, a municipal Ombudsman, or meeting investigator;
- (X) for the purpose of educating or training members of Council - Training regarding sharing information and reporting on bylaw enforcement investigations

Staff Authorized to Remain:

Item 1 - CAO Sylvia Kirkwood, Municipal Solicitor Eric Davis, James Special Services, Andrew James

Item 2 - CAO Sylvia Kirkwood, Treasurer Tracey Neifer

Item 3 - CAO Sylvia Kirkwood

Carried

19. Resolution to Reconvene in Open Session

Council passed the following resolution:

231-16-2023

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 1:40 p.m.

Carried

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

Direction was given to Staff for Item 1.

Item 2 was for information.

Direction was given to Staff to proceed with offer for Item 3.

21. Adoption of Closed Session Minutes

Council passed the following resolution:

232-16-2023

Moved by: Councillor Nickason

Seconded by: Councillor Penner

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Closed Session dated July 10, 2023.

Carried

22. Confirming By-law

22.1 By-law 39-2023 - Confirming By-law

Council passed the following resolution:

235-16-2023

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 39-2023 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 30-2023 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, August 14, 2023.

Carried

23. Adjournment

Council passed the following resolution:

236-16-2023

Moved by: Councillor Dudgeon

Seconded by: Deputy Mayor Shaw

Be It Resolved that the meeting be adjourned to the call of the Mayor at 1:49 pm.

Carried

24. List of Upcoming Council meetings

September 11, 2023

September 25, 2023

October 10, 2023

October 23, 2023

Steve Hammell, Mayor

Julie Hamilton, Deputy Clerk

Agenda Number: 7.1.
Resolution No.
Date: Monday, September 11, 2023



Moved by: _____
Seconded by: _____

Whereas, the Municipality was verbally notified of the future planned closure of the Canadian Imperial Bank of Commerce (CIBC) – Chesley Brand (01752) without formal notice of such;

Whereas, upon further investigation it was confirmed that the Canadian Imperial Bank of Commerce (CIBC) notice of closure of Chesley Branch (01752) located at 47, 1st Ave South Chesley Ontario is planned to close on January 18, 2024;

Whereas, it is understood that accounts associated with the Chesley Branch are to be relocated to the CIBC Branch in Hanover referred to as the CIBC Hanover Banking Centre at 338 – 10th Street, Hanover;

Whereas, due to the lack of a formal public meeting being held prior to the informal notification Council is requesting that a public meeting be held as soon as possible by the CIBC to offer an opportunity to engage the public and their clients of their closure plans;

Whereas, Council direct the CAO to prepare a written request to the Financial Consumer Agency of Canada (FCAC) requesting CIBC to hold a formal meeting between the bank, representatives of FCAC and interested parties near the banking center to exchange views about the change in daily banking transaction services as the Bank has not consulted the community in the area effected by the change, individual or community representatives.

And Whereas, the meeting should be open to the public and transparent to consider community concerns and viewpoints.

And Therefore be it resolved, that the written request should be copied to the Chesley Chamber of Commerce and the Chesley CIBC Branch Manager and notice of the meeting shared on the Arran-Elderslie Municipal Webpage, Social Media, Notice Boards and appropriate Signs.

Carried

Tabled

Defeated

 Mayor Initials

 Clerk Initials



Planning Report

To: Municipality of Arran Elderslie Council

From: Rebecca Elphick, Consultant Planner

Date: September 11, 2023

Re: Application to Amend the Zoning By-law - Z-2023-05 (Shantz)

Recommendation:

Subject to a review of submissions arising for the public meeting:

That Committee approve Zoning By-law Amendment Z-2023-035 as attached and the necessary by-law be forwarded to Council for adoption.

Summary:

The purpose of this application is to permit a 292.6 m² (3,150 sq. ft.) wood working shop within an existing implement shed on a 40.27 ha agricultural lot at 388 Bruce Road 11. The proposed Zoning By-law amendment will also add a holding provision in areas of high archaeological potential. The 'Environmental Protection (EP)' Zone will remain unchanged. If approved, this application will facilitate the establishment of a home industry on the subject property.

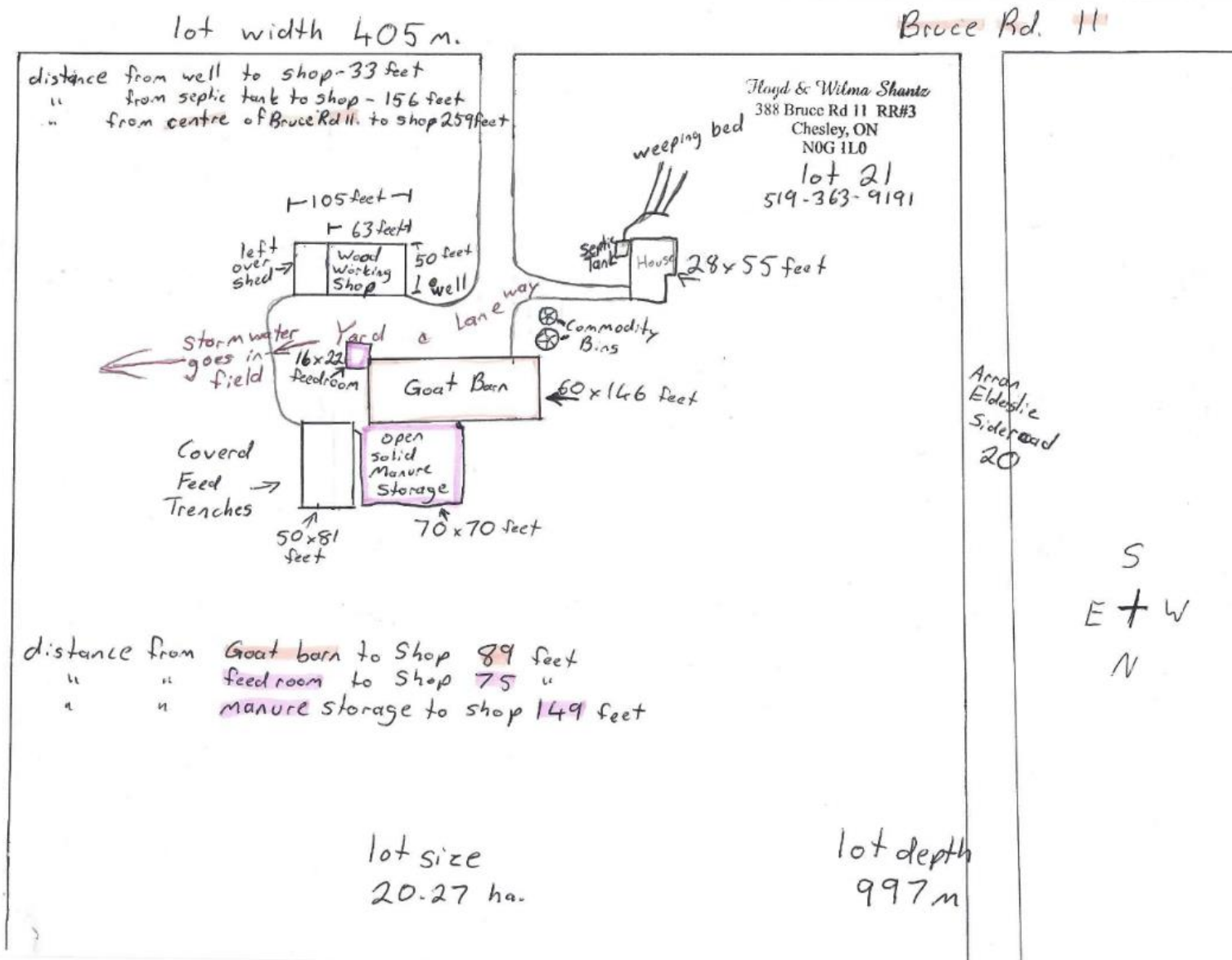
The subject property is located at the northeast corner of Bruce Road 11 and Sideroad 20 South Elderslie. Surrounding land uses include agricultural uses in all directions, a low-density residential use to the south, as well as the Elderslie Swamp Wetland Complex along the subject property's northern border and extending further west.

The proposed use is compatible with the surrounding residential and agricultural lands, the subject property is adequately sized for the use proposed, and there is adequate infrastructure to accommodate this use.

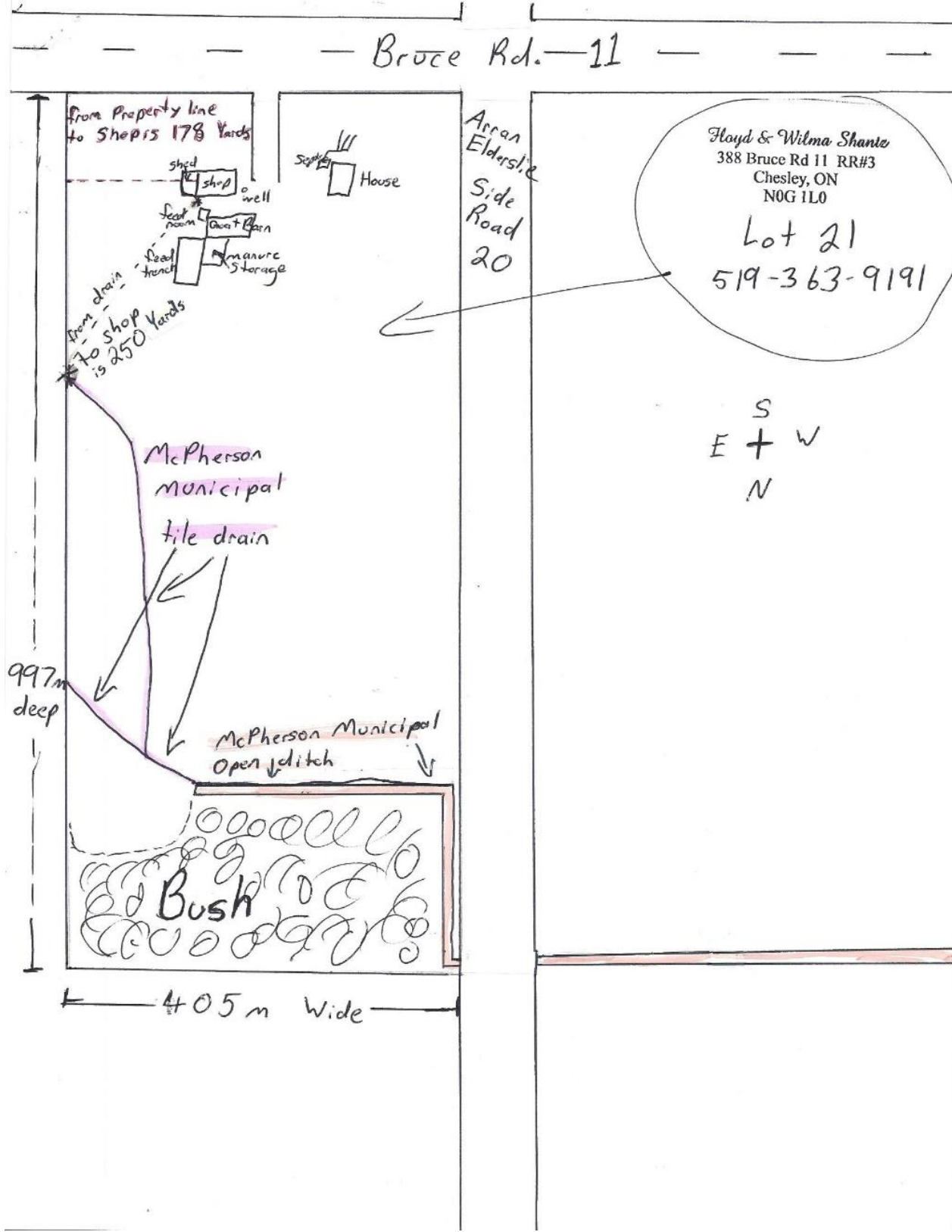
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Site Plan (Proposed Development)



Site Plan (Full Extent of Property)



Planning Analysis:

The following section provides an overview of the planning considerations that were factored into the staff recommendation for this application, including relevant agency comments (attached), public comments (attached) and planning policy sections.

Home Industry

The County's Official Plan permits small-scale home industries in the Agricultural designation as accessory uses where they are located on the same property as the principal use. The proposed wood-working shop can be considered a home industry, as it is small in scale, industrial in nature, and conducted within an accessory building (i.e., the existing implement shed) located on the same property as the owner's principal residence. The proposed wood-working shop does not conflict with surrounding agricultural and residential uses and does not remove any farmland from production.

The Zoning By-Law for the Municipality of Arran-Elderslie contains provisions related to the establishment of a home industry use, which permits 'dry industrial use' as a home industry in the A1 Zone on an agriculture lot. The proposed wood working shop can be considered a dry industrial use, as it does not utilize process waters, produce waste waters from the industrial process, nor utilize a closed loop/recycled water system, and is similar to use to welding shops, blacksmith shops, and wood fabricating defined in the zoning by-law as dry industrial uses. The zoning by-law establishes several criteria which must be met to establish a home industry:

1. The Home Industry shall be clearly secondary to the main use of the lot and shall not change the character of the lot;
2. The lot and/or dwelling is the primary place of residence by the individual operating the Home Industry;
3. The Home Industry shall be conducted only by those residing on the lot except for the employment of one assistant;
4. Total gross floor area utilized shall not exceed 30% of the dwelling or a maximum of 28 sq. metres (301 sq. ft.), whichever is the lesser;
5. One off-street parking space shall be provided for every 19 sq. metres (205 sq. ft.) of floor space occupied by the Home Industry in a dwelling or accessory building; and,
6. Home Industry shall not include the retail sales of building or construction supplies nor any 'Motor Vehicle' or 'Commercial Motor Vehicle' related use.

Principal uses of the property include general agriculture and residential uses, including several existing barns, and an existing single detached dwelling, which is the owner's primary place of residence. The proposed wood working shop is located within an existing implement shed accessory to the existing single detached dwelling. At this time, the owner will be the sole person operating the proposed wood working shop, though he may opt to hire one assistant in the future. Off-street parking will be provided in accordance with the requirements of the zoning by-law in close proximity to the existing implement shed, including one barrier free parking space near the building's entrance.

The applicant proposes to dedicate an area of approximately 292.6 m² (+/- 3,150 sq. ft.) within the existing implement shed for the proposed wood working shop, in excess of that permitted as-of-right in the zoning by-law. The existing dwelling has a gross floor area of approximately 145 m² (+/- 1,560 sq. ft.). The applicant is requesting a site-specific amendment to the zoning by-law to increase the maximum gross floor area permitted for a home industry use (i.e., the proposed wood working shop) to 292.6 m² where the zoning by-law permits a maximum of 28 m² or 30% of the dwelling, whichever is the lesser. The proposed wood working shop will be secondary to the principal agricultural use of the property and will not change the character of the lot, as no new buildings or structures are proposed.

The Provincial Policy Statement (PPS) gives direction to local planning authorities with respect to land use planning and matters of provincial interests. The PPS permits uses that are secondary to the primary agricultural use of the property and are limited in area on rural lands located in municipalities and in prime agricultural areas (i.e., on-farm diversified uses). On-farm diversified use provisions are designed to provide farmers with alternative income sources to support and maintain the viability of their farm operation over time. Home industry uses are one of several on-farm diversified uses permitted in prime agricultural areas where the property is actively in agricultural use and where the use is compatible with, and does not hinder, surrounding agricultural uses. Provincial guidelines for implementing the PPS recommend municipalities establish a maximum lot coverage ratio for on-farm diversified uses in prime agricultural areas; the County of Bruce Official Plan requires that on-farm diversified uses are limited in area to a maximum of two percent of the property up to one hectare. The proposed woodworking shop will occupy approximately 0.07% of the total area of the subject property. As such, the proposed amendment to increase the maximum total gross floor area permitted for a home industry use is consistent with provincial direction for on-farm diversified uses.

Based on the above, the proposed amendment is consistent with the relevant policies of the PPS, conforms to the County's Official Plan and generally maintains the intent and purpose of the Municipal Zoning By-law with respect to home industry uses.

Natural Heritage Features and Natural Hazards

Areas of the subject property are zoned as Environmental Protection and designated Hazard Lands in Schedule A to the County Official Plan. The existing implement shed is sited more than 200 metres away from locally significant wetlands near the property's northern boundary (Elderslie Swamp Wetland Complex) and an intermittent stream at the property's northwest corner. At this time, no physical development is occurring in these areas, and the proposed EP zone will remain unchanged.

Saugeen Valley Conservation Authority (SVCA) staff note that small areas of the property are within the SVCA Approximate Screening Area associated with O.Reg 169/06 (Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses). SVCA staff note that the proposed development is not within the SVCA Approximate Screening Area and therefore a permit is not required. Overall, SVCA staff find the

application to be acceptable. Full comments from SVCA staff are provided as an appendix to this report.

The proposed amendment is consistent with the natural heritage and natural hazard policies of the PPS and conforms to the natural heritage and natural hazard policies of the County Official Plan.

Archaeological Potential

Portions of the subject property are considered areas of high archaeological potential given the presence of locally significant wetlands near the property's northern boundary (Elderslie Swamp Wetland Complex) and an intermittent stream at the subject property's northwest corner. The policies within the PPS and the County Official Plan prohibit development and site alteration on lands containing archaeological resources or areas of archaeological potential unless significant archaeological resources have been conserved. The County Official Plan encourages consultation with First Nation communities, including the Saugeen Ojibway Nation, on areas of concern related to new development proposals that include the proper identification of archaeological resources.

As this proposal does not involve the construction of new buildings/structures or site alteration, an archaeological assessment is not recommended at this time. The Saugeen Ojibway Nation has advised that it concurs with this approach.

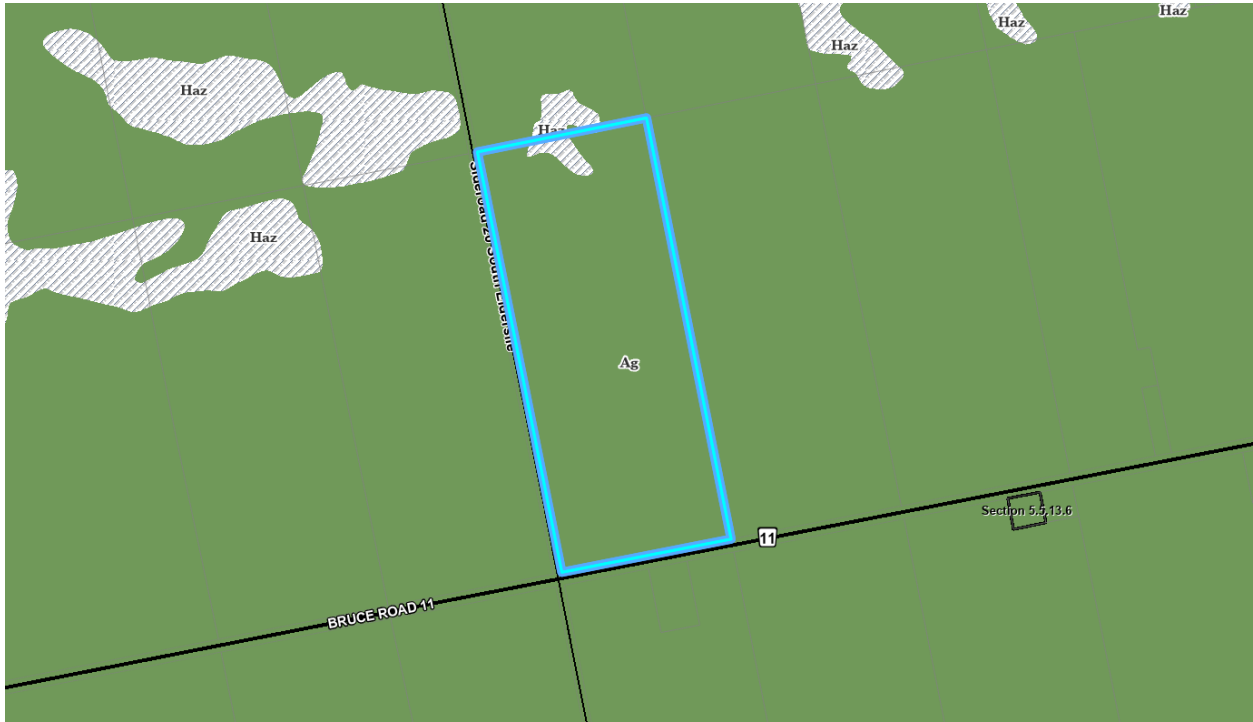
Financial/Staffing/Legal/IT Considerations:

Potential appeal to the Ontario Land Tribunal (OLT).

Appendices

- County Official Plan Map
- Local Official Plan Map
- Local Zoning Map
- Conservation Authority Jurisdiction
- Natural Heritage Features
- Archaeological Potential
- List of Supporting Documents and Studies
- Agency Comments
- Public Comments
- Public Notice

County Official Plan Map (Designated Agricultural Areas and Hazard Land Area)



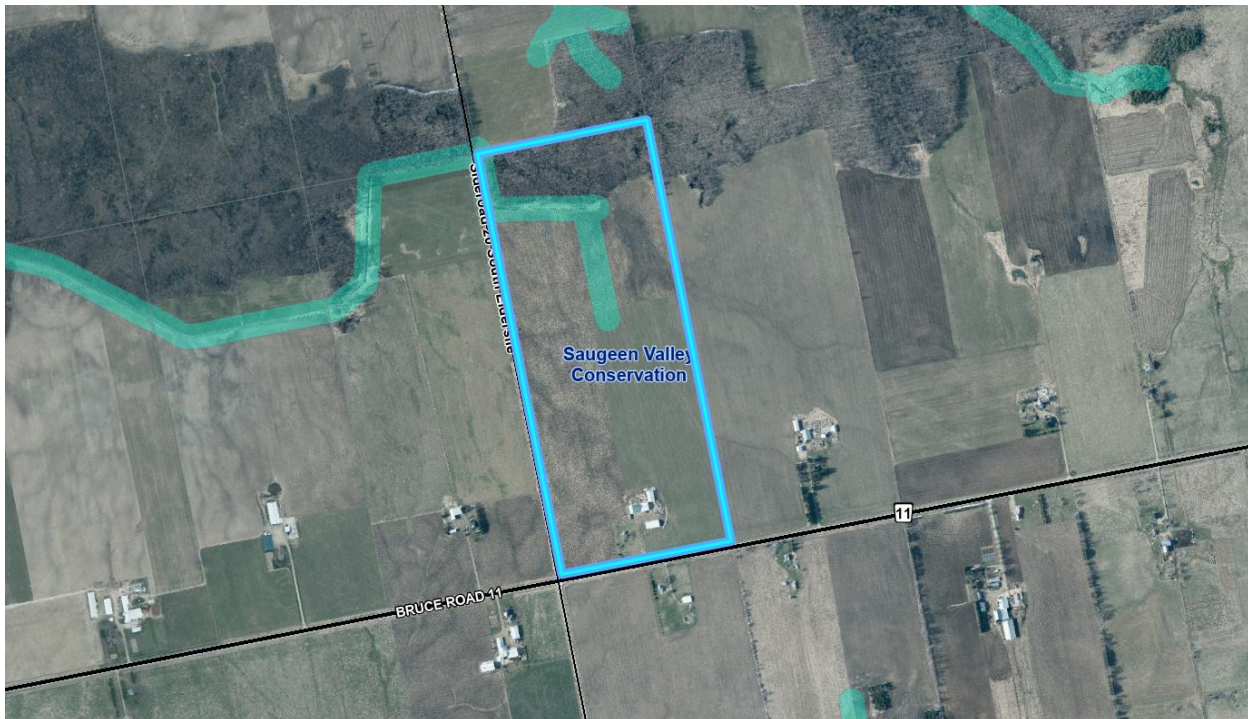
Local Official Plan Map (Outside of Local Official Plan Area)



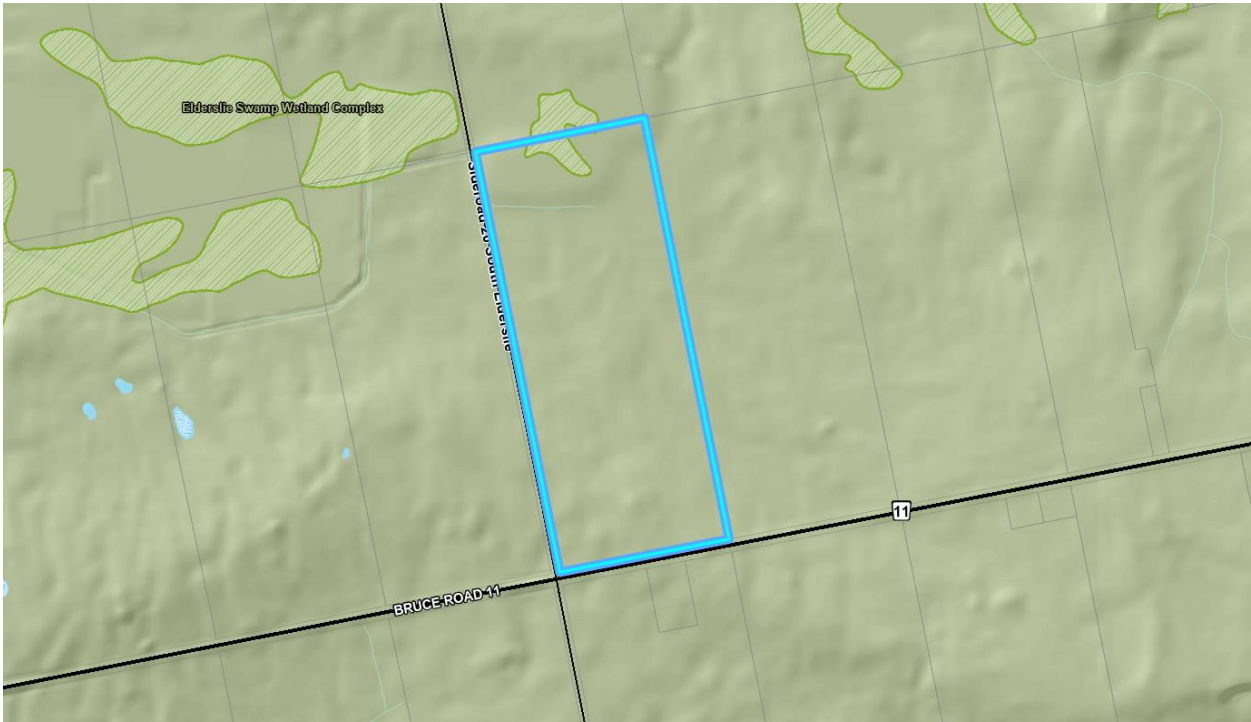
Local Zoning Map (Zoned A1 - General Agriculture, EP - Environmental Protection)



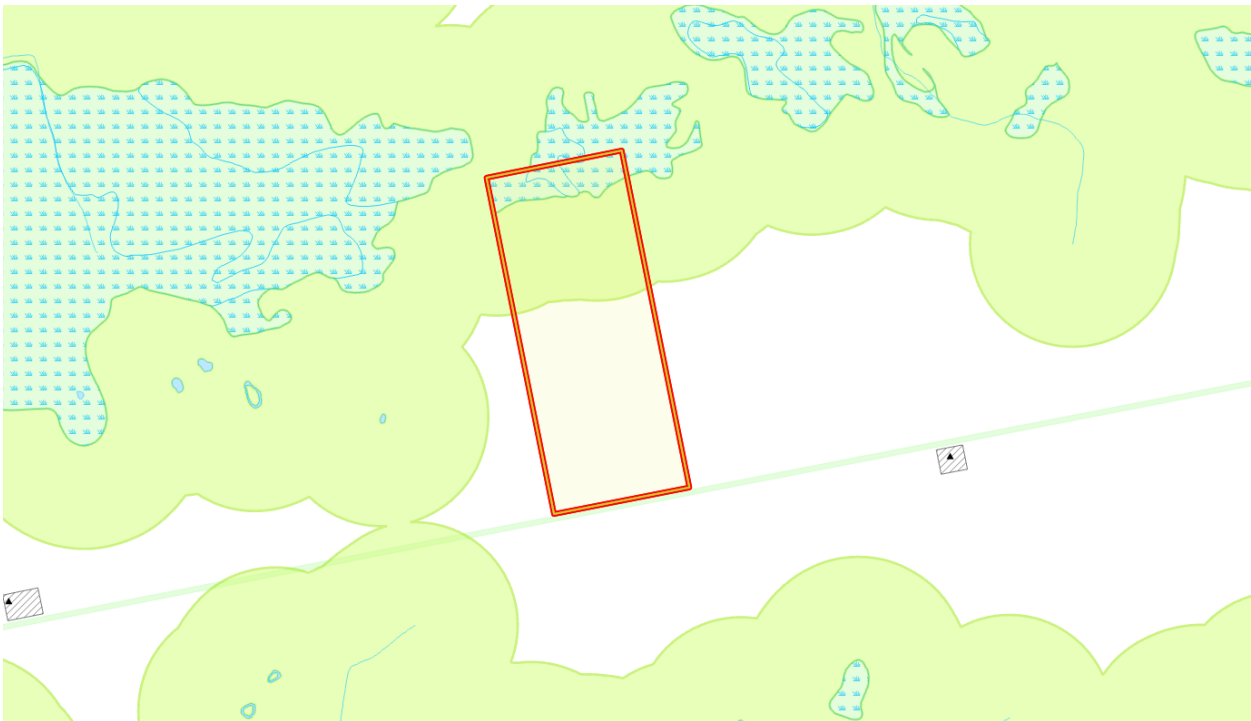
Conservation Authority Jurisdiction (SVCA - O.Reg. 169/06 Approx. Screening Area)



Natural Heritage Features (Elderslie Swamp Wetland Complex)



Archaeological Potential



Agency Comments

A Request for Agency Comments was circulated to the relevant public agencies on August 4, 2023. The following comments were received by the report submission deadline:

Saugeen Valley Conservation Authority (SVCA): In correspondence dated August 24, 2023, SVCA staff note that they find the application to be acceptable and ask that the SVCA office be informed of any decision by the Municipality with regard to the application (i.e., a copy of the decision and notice of any appeals filed).

Saugeen Ojibway Nation (SON): In correspondence dated July 18, 2023, SON advised that an archaeological assessment will not be necessary if no ground disturbance or development will occur.



1078 Bruce Road 12 | P.O. Box 150 | Formosa ON
 Canada | N0G 1W0 | 519-364-1255
www.saugeenconservation.ca
publicinfo@svca.on.ca

SENT ELECTRONICALLY ONLY: relphick@brucecounty.on.ca, bcplwi@brucecounty.on.ca

August 24, 2023

County of Bruce
 Planning & Development Department
 268 Berford Street, PO Box 129
 Warton, Ontario N0H 2T0

Attention: Rebecca Elphick, Planner

Dear Ms. Elphick,

RE: Application for Zoning By-Law Amendment Z-2023-035 (Shantz)
 388 Bruce Road 11
 Part Lot 21 Concession 5
 Roll No.: 410338000306800
 Geographic Township of Elderslie
 Municipality of Arran-Elderslie

Saugeen Valley Conservation Authority (SVCA) staff has reviewed the above-noted application as per our delegated responsibility from the Province to represent provincial interests regarding natural hazards identified in Section 3 of the Provincial Policy Statement (PPS, 2020) and as a regulatory authority under Ontario Regulation 169/06 (SVCA's Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Regulation). Staff has also provided comments as per our Memorandum of Agreement (MOA) representing natural hazards. The application has also been reviewed through our role as a public body under the Planning Act as per our Conservation Authority (CA) Member approved Environmental Planning and Regulations Policies Manual, amended October 16, 2018. Finally, we have screened the application to determine the applicability of the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Plan, prepared under the Clean Water Act, 2006.

Purpose

The application proposes to permit the use of a wood working shop using 292.65 m² of an existing implement shed. The proposed wood working shop will be used for a home industry use accessory to an existing residential dwelling.

Recommendation

SVCA staff find the application to be acceptable. We elaborate in the following paragraphs.



Delegated Responsibility and Advisory Comments - Natural Hazards

Small areas of the property are affected by potential flooding from the watercourse, which is part of McPherson municipal drain, also part of the woodlands are mapped as part of Elderslie Wetland Complex/swamp locally significant wetlands. It is the opinion of SVCA staff that the Municipality of Arran-Elderslie Zoning By-Law Environmental Protection (EP) zone and Bruce County OP Hazard Land designation generally represents the natural features.

The following is a summary of Provincial, County and Municipal natural hazard policies that affect the subject property.

Provincial Policy Statement – Section 3.1

Section 3.1.1 of the PPS, 2020 states, in general, that development shall be directed to areas outside of hazardous lands. It is the opinion of SVCA staff that the application is consistent with the PPS.

Bruce County Official Plan Policies

Section 5.8.1 of the Bruce County Official Plan states in part that buildings and structures are generally not permitted within Hazard Lands. It is the opinion of SVCA staff that the application is consistent with the Bruce County OP.

Drinking Water Source Protection / Water resources

The subject property appears to SVCA staff to not be located within an area that is subject to the local Drinking Water Source Protection Plan.

Statutory Comments

SVCA staff has reviewed the application as per our responsibilities as a regulatory authority under Ontario Regulation 169/06 (SVCA's Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Regulation). This regulation, made under Section 28 of the *Conservation Authorities Act (CA Act)*, enables SVCA to regulate development in or adjacent to river or stream valleys, Great Lakes and inland lake shorelines, watercourses, hazardous lands, and wetlands. Subject to the CA Act, development taking place on or adjacent to these lands may require permission from SVCA to confirm that the control of flooding, erosion, dynamic beaches, pollution, or the conservation of land are not affected. SVCA also regulates the alteration to or interference in any way with a watercourse or wetland.

Small areas of the property are within the SVCA Approximate Screening Area associated with Ontario Regulation 169/06. For the property the SVCA Approximate Screening Area is representing the natural hazards features of watercourse/municipal drain, and the wetlands/swamps. As such, development and/or site alteration within this area may require the permission from SVCA, prior to carrying out the work.

“Development” as defined under the Conservation Authorities Act means:

a) the construction, reconstruction, erection or placing of a building or structure of any kind;

- b) *any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure, or increasing the number of dwelling units in the building or structure;*
- c) *site grading; or,*
- d) *the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere.*

And;

“Alteration” as per Section 5 of Ontario Regulation 169/06 includes the straightening, diverting or interference in any way with a river, creek, stream, or watercourse, or the changing or interfering in any way with a wetland.

SVCA Permission for Development or Alteration

Based on the plan submitted with the application, development is not within the SVCA Approximate Screening Area, and therefore an SVCA permit is not required.

Summary

SVCA staff have reviewed the application in accordance with our MOA and as per our mandated responsibilities for natural hazard management, including our regulatory role under the *Conservation Authorities Act*. SVCA staff find the application to be acceptable.

Given the above comments, it is the opinion of the SVCA staff that:

- 1) Consistency with Section 3.1, Natural Hazard policies of the PPS has been demonstrated.
- 2) Consistency with local planning policies for natural hazards has been demonstrated.

Please inform this office of any decision made by the Municipality/County with regard to the application. We respectfully request a copy of the decision and notice of any appeals filed. Should you have any questions, please contact the undersigned at m.oberle@svca.on.ca.

Sincerely,

Michael Oberle
Environmental Planning Technician,
Environmental Planning and Regulations Department
Saugeen Valley Conservation Authority
MO/

cc: clerk, Municipality of Arran-Elderslie (via email)
Moiken Penner, SVCA Authority Member representing Arran-Elderslie (via email)

Rebecca Elphick

From: Robert Martin [REDACTED]
Sent: July 18, 2023 11:58 AM
To: Rebecca Elphick
Cc: David Welwood
Subject: Re: Archaeological Potential - Application Z35 (Shantz)

**** [CAUTION]:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi there,
If no ground disturbance or development will occurs, then an arch assessment should not be necessary.
Miigwetch
Robert

On Jul 18, 2023, at 11:15 AM, Rebecca Elphick [REDACTED] wrote:

Hi Dr. Martin,

I hope your week is going well.

I'm reviewing a re-zoning application in Bruce County (Z35 – Shantz) which proposes to establish a woodworking shop within an existing implement shed accessory to an existing residential use (i.e., a home industry use).

The property is located at 388 Bruce Road 11 (Con 5 Pt Lot 21) in Arran-Elderslie (ARN: 410338000306800).

County mapping shows the presence of archaeological potential on the property. However, the applicant is not proposing any new buildings or structures. Do you concur that no archaeological assessment would be required, given that the application is for a change in use and no new buildings or structures are proposed?

If there is any additional information you would like to inform your recommendation, please don't hesitate to contact myself.

Thanks,

Rebecca

Rebecca Elphick
Planning Consultant
Planning and Development
Corporation of the County of Bruce



County of Bruce
 Planning & Development Department
 268 Berford Street, PO Box 129
 Wiarton, ON N0H 2T0
 brucecounty.on.ca
 226-909-5515



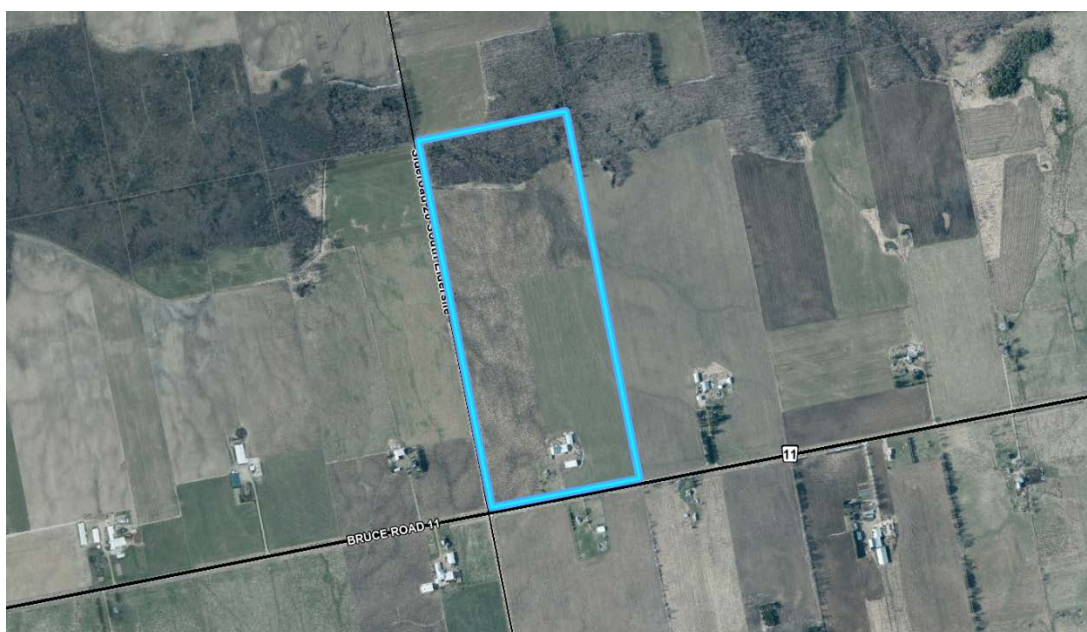
August 4, 2023

File Number: Z-2023-035

Public Meeting Notice

**You're invited to participate in a Public Meeting
 to consider Zoning By-Law Amendment File No. Z-2023-035
 September 11, 2023 at 9:00 am**

A change is proposed in your neighbourhood: This application proposes to permit the use of a wood working shop using 292.65 m² of an existing implement shed. The proposed wood working shop will be used for a home industry use accessory to an existing residential dwelling.



388 Bruce Road 11, CON 5 PT LOT 21 (Elderslie)
 Municipality of Arran-Elderslie, Roll No. 410338000306800

Learn more

You can view limited information about the application at <https://brucecounty.on.ca/living/land-use>. Additional information, including the supporting materials, can be provided upon request by e-mailing bcplwi@brucecounty.on.ca or calling 226-909-5515. Information can also be viewed in person at the County of Bruce Planning Office noted above, between 8:30 a.m. and 4:30 p.m. (Monday to Friday).

The Planner on the file is: Rebecca Elphick

Have your say

Comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and Council Agenda. Comments received after August 25, 2023 may not be included in the Planning Report but will be considered if received prior to a decision being made, and included in the official record on file.

Please contact us by email at bcplwi@brucecounty.on.ca, mail, or phone (226-909-5515) if you have any questions, concerns or objections about the application.

How to access the public meeting

The public meeting will be held in person, in the municipal Council Chambers located at 1925 Bruce Road 10, Chesley, ON, N0H 1L0. Seating may be limited and you may be required to wait outside until called upon to speak. As an alternative, you may submit written comments to the Bruce County Planning Department which will be considered at the meeting.

Please contact Clerk Christine Fraser-McDonald at cfraser@arran-elderslie.ca or 519-363-3039, ext. 101 if you have any questions regarding how to participate in the meeting.

Stay in the loop

If you'd like to be notified of the decision of the approval authority on the proposed application(s), you must make a written request to the Bruce County Planning Department.

Know your rights

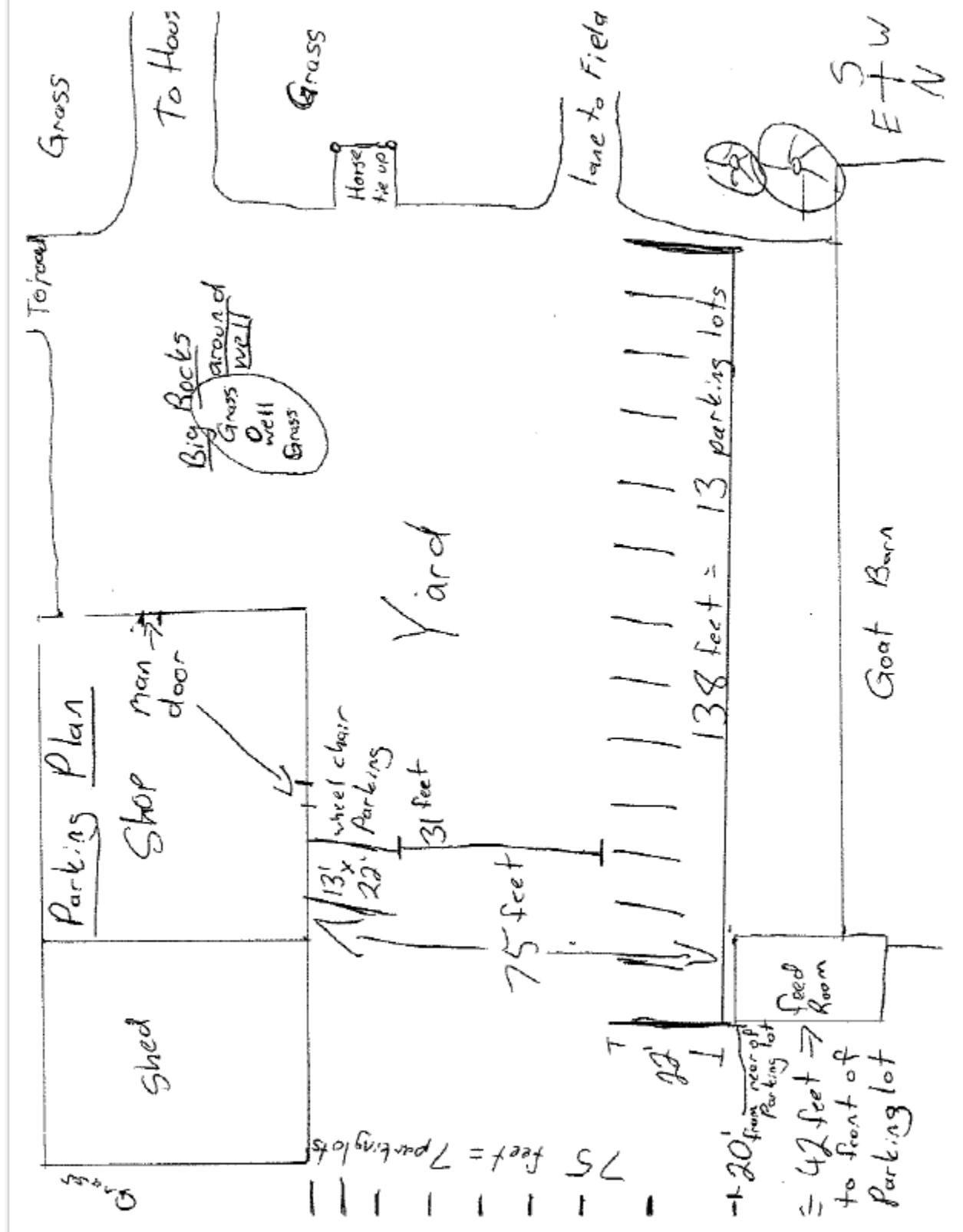
Section 34(11) of the [Planning Act](#) outlines rights of appeal for Zoning By-law Amendment applications.

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Municipality of Arran-Elderslie to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Arran-Elderslie before the by-law is passed, the person or public body is not entitled to appeal the decision.

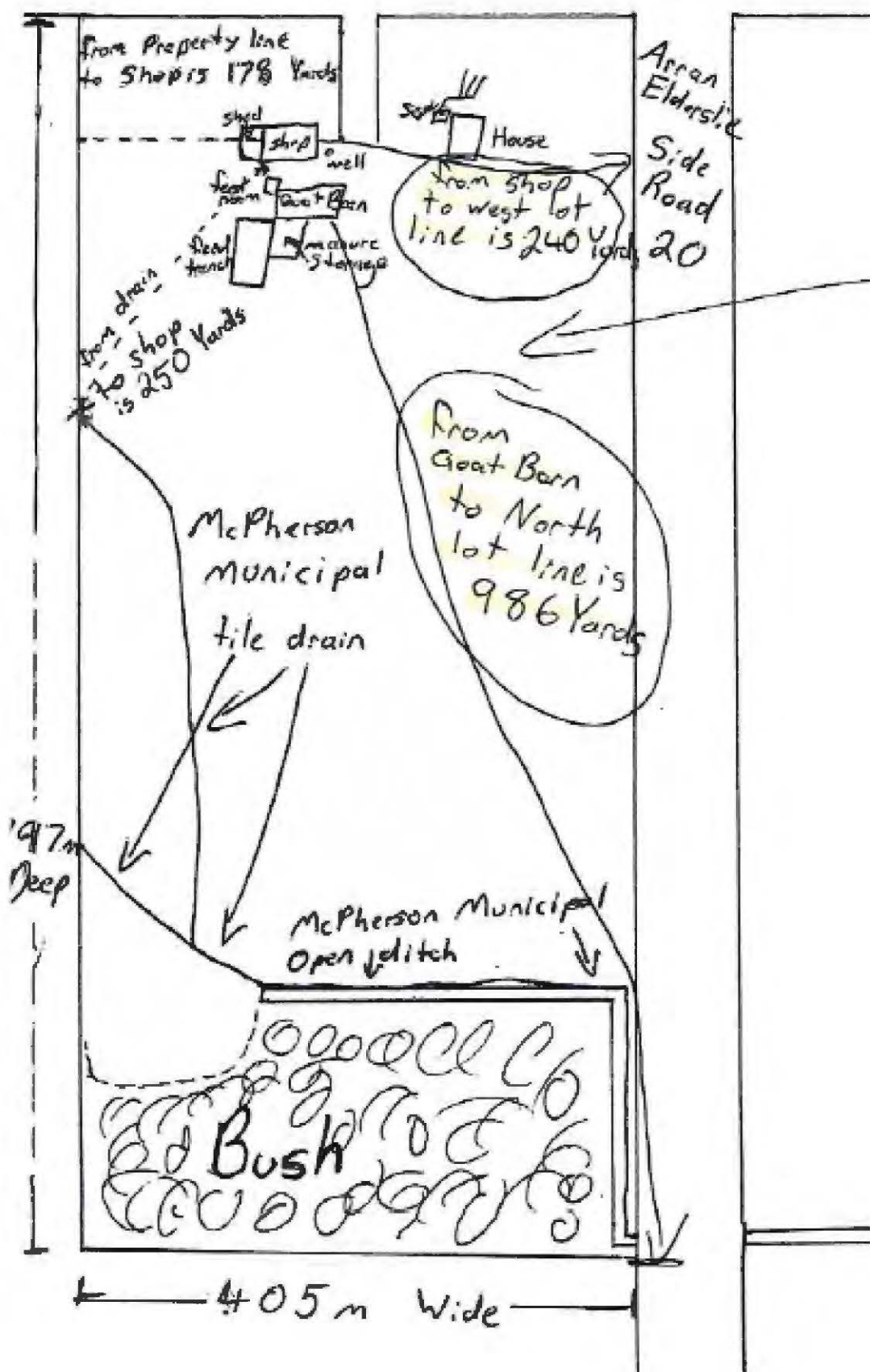
If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Municipality of Arran-Eldersli before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

For more information please visit the Ontario Land Tribunal website at <https://olt.gov.on.ca/appeals-process/>.

Site plan



Bruce Rd. - 11



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

BY-LAW NO. XX – 2023

BEING A BY-LAW TO AMEND SCHEDULE A OF BY-LAW NO. 36-09, AS
AMENDED
(BEING THE COMPREHENSIVE ZONING BY-LAW OF THE
MUNICIPALITY OF ARRAN-ELDERSLIE)
RE: CON 5 PT LOT 21, 388 BRUCE ROAD 11

Whereas Section 34(1) of the Planning Act, R.S.O. 1990, Chapter P. 13, as amended, provides that: "Zoning by-laws may be passed by the councils of local municipalities:

1. For prohibiting the use of land, for or except for such purposes as may be set out in the by-law within the municipality or within any defined area or areas or abutting on any defined highway or part of a highway.
2. For prohibiting the erecting, locating or using of buildings or structures for or except for such purposes as may be set out in the by-law within the municipality or within any defined area or areas or abutting on any defined highway or part of a highway."

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

1. THAT Schedule "A" of By-law No. 36-09, as amended being the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie, is hereby further amended by changing thereon from 'General Agriculture A1' Zone and 'Environmental Protection (EP)' Zone to 'General Agriculture Special (A1-XX)' Zone and 'Environmental Protection (EP)' Zone of the subject lands, as outlined in Schedule 'A', attached hereto and forming a part of this by-law.
2. THAT By-law No. 36-09, as amended, is hereby further amended by adding the follow subsection to Section 6.4 thereof:

' -XX-2023'

.xx Notwithstanding their 'A1' zoning designation, those lands delineated as 'A1-XX' on Schedule 'A' to this By-law shall be used in compliance with the 'A1' zone provisions contained in this by-law, excepting however:

- i. A home industry use consisting of a woodworking shop with ground floor area of 300 square metres (3,229.2 square feet) shall be permitted.
3. THAT this By-law takes effect from the date of passage by Council, subject to compliance with the provisions of the *Planning Act, R.S.O. 1990, as amended*.

READ a FIRST and SECOND time this XX day of XXXX, 2023.

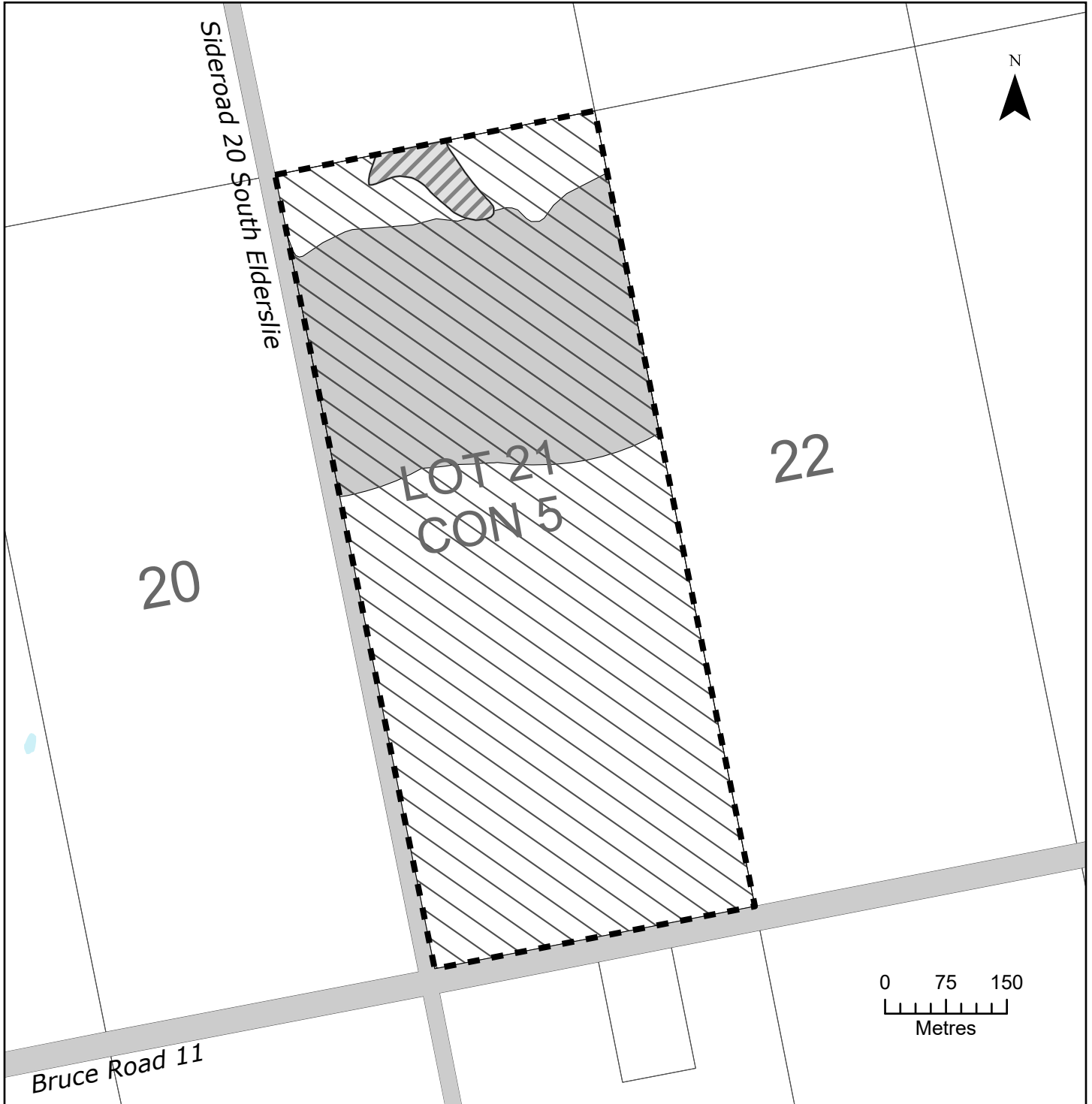
READ a THIRD time and finally passed this ___ day of _____, 2023.

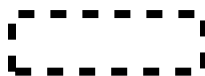



Steve Hammell, Mayor

Christine Fraser-McDonald, Acting Clerk

Schedule 'A'

388 BRUCE ROAD 11 - Concession 5 Part Lot 21 - Roll 410338000306800
Municipality of Arran-Elderslie (geographic Township Elderslie)



-  Subject Property
-  Lands to be zoned A1-XX-2023 – General Agriculture Special
-  Lands zoned A1-XX-2023-H1 – General Agriculture Special Holding
-  Lands to be zoned EP – Environmental Protection

This is Schedule 'A' to the zoning by-law amendment number _____ passed this _____ day of _____

Mayor _____

Clerk _____

The Corporation of the Municipality of St. Charles
RESOLUTION PAGE



Regular Meeting of Council

Agenda Number: 10.3.
Resolution Number 2023-151
Title: Resolution Stemming from May 17, 2023 Regular Meeting of Council (Item 9.1 - Correspondence #9 and 15) and from the June 21, 2023 Regular Meeting Council (Item 9.1 - Correspondence #19)
Date: July 19, 2023

Moved by: Councillor Loftus
Seconded by: Councillor Lachance

WHEREAS prior to being repealed by the Modernizing Ontario's Municipal Legislation Act, 2017, Section 380(6) of the Municipal Act, 2001, allowed for a municipality to retain surplus proceeds from tax sales within their jurisdiction;

AND WHEREAS the current Public Tax Sale process is a burdensome process to a municipality that invests a considerable amount of time and money recovering these proceeds for the potential sole benefit of the Crown in Right of Ontario;

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles supports the Corporation of the Town of Essex in the reinstatement of previous legislation that permitted municipalities to apply for and retain surplus proceeds from tax sales in their jurisdictions;

AND BE IT FURTHER RESOLVED THAT this Resolution be circulated to the Ministry of Municipal Affairs and Housing (MMAH); the Ministry of Finance (MOF); the Ontario Municipal Tax & Revenue Association (OMTRA); the Association of Municipalities of Ontario (AMO), the local Member of Provincial Parliament (MPP); and, all Ontario Municipalities.

CARRIED

 MAYOR



August 17, 2023

In This Issue

- ROMA needs your input on access to services in rural Ontario.
- Municipal Information & Data Analysis System (MIDAS) now updated.
- Ontario Anti-Hate Security and Prevention Grant.
- Release of public information service.
- Housing Accelerator Fund - Applications due August 18.
- Registration for AMO 2023 available onsite beginning August 20.
- Municipal Cybersecurity 101 forum.
- LAS & IPE 2023 Risk Symposium - Are you safe?
- Registration for the one of a kind AMO-LAS Energy Symposium is open!
- LAS Blog: Partners Have Been Improving CSAT with SLWC since 2014.
- Play a game with LAS at the AMO Conference.
- Future Proofing Municipal Workplaces - OMHRA Conference.
- Careers: Simcoe County, Toronto, Ministry of Long-Term Care and Minden Hills.

AMO Matters

ROMA is undertaking research to develop effective policies and recommendations specific to access to health services in rural Ontario, including primary care, home care, hospitals, mental health, and addictions supports. To support this work, ROMA is seeking member input. Do not miss this important opportunity to have your say. You can [access the survey here](#) and have until September to submit your responses.

AMO is pleased to launch a refresh of the [Municipal Information & Data Analysis System](#) (MIDAS). MIDAS is a web-based tool that provides access to the Financial Information Returns (FIRs) to all Ontario municipalities. The [FIR](#) is the main data collection tool used by the Ministry of Municipal Affairs and Housing to collect financial and statistical information on municipalities. Contact MIDASAdmin@amo.on.ca for access.

Provincial Matters*

The Ontario government is providing one-time grants of up to \$10,000 to help faith-based, cultural, 2SLGBTQQIA+, First Nations, Inuit, Métis and Urban Indigenous organizations and communities to enhance or implement measures to ensure community spaces remain safe and secure from hate-motivated incidents.

[Applications are open for 2023-2024](#). The deadline to apply: September 12, 11:59 p.m. EDT.

The [Technical Standards and Safety Authority](#) (TSSA) is Ontario's public safety regulator. TSSA releases public information (e.g., licence statuses or devices at a location) per its privacy codes. [Click here](#) to request a release.

Federal Matters

The CMHC Housing Accelerator Fund is accepting applications! Details are on

the [CMHC website](#). Applications are due August 18.

Eye on Events

The 2023 AMO Conference is days away, being held August 21-23 in the City of London. Online registration is now closed so register onsite as of Sunday, August 20. Event information is [here](#).

It's back! AMO and MISA ON's joint Municipal Cybersecurity 101 Forum returns this fall in time for Cybersecurity Month. Join us virtually on October 12 from 10am to 2pm to learn more about building a cyber resilient municipality. [Register today](#).

Join Local Authority Services (LAS) and Intact Public Entities (IPE) in discussion on Navigating the Road to Resilience in examination of critical municipal risk issues such as climate resiliency, cyber security, risk data management and more. [Register today](#) for all you need to know on municipal risk management - deadline: September 27.

AMO and Local Authority Services (LAS) are pleased to be hosting the 2023 Municipal Energy Symposium on November 2-3 at the Novotel Centre Toronto. [Registration](#) is now open. Space is limited.

LAS

With the volume of water and the amount of money that can be lost to water leaks, customers and water providers find relief in having a plan in place for emergencies. [Read more in our latest blog](#).

Download the AMO Events app and play the AMO/LAS Partner Scavenger Hunt at the conference while you meet with our tradeshow partners. Top delegates will be entered into a draw to win a donation to your local library (a \$200 Value!). Hope to see you there!

Municipal Wire*

The Ontario Municipal Human Resources Association (OMHRA) Fall Conference and AGM - [Future Proofing Municipal Workplaces](#) - September 12-14 at Casino Rama. [Register today!](#)

Careers

[Supervisor, Accounting \(Capital Assets\) - County of Simcoe](#). Responsible for supervising staff and performing financial requirements, including accounting, budgeting, forecasting and reporting. [Apply online](#) by August 30.

[Chief Financial Officer - City of Toronto](#). Overseeing several divisions, coordinating City programs and services, ensuring compliance with fiscal and ethical standards, and providing strategic advice. [Apply online](#) by September 15.

[Project Manager - Ministry of Long-Term Care](#). Implement policies and programs to support Ontario Health, Long-Term Care Homes (LTCHs) and health service providers. [Apply online](#) by August 28.

[Chief Administrative Officer - Township of Minden Hills](#). Responsible for the efficient and effective administration and leadership of all departments and resources of the Township. . Apply to muni.recruit@gmail.com by September 5.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO

supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

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[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

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August 16, 2023



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In this Ontario municipality, AI is coming for the garbage

CBC

A rural township in eastern Ontario is set to become the unlikely testing ground for whether artificial intelligence can help pick up the trash. The Township of South Stormont, sprawled along the St. Lawrence River northwest of Cornwall, provides weekly garbage pickup across some 300 kilometres of roads. [Read More](#)

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Municipal strike averted in Sudbury as marathon talks produce tentative agreement

CTV News

Greater Sudbury said that a tentative agreement has been reached with the union representing about 500 outside workers. Members of CUPE Local 4705, which includes garbage collection and other city services, were in a legal strike position as of 12:01 a.m. Wednesday. But the deadline passed with no word from either side. [Read More](#)

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'It's indefensible': Calls for Ontario housing minister's resignation follow Greenbelt report bombshell

CP24

Ontario's opposition parties are calling on the province's housing minister to step down after a report by the auditor general found the government's Greenbelt development plans were "biased" and "favoured" select developers. On Wednesday, Ontario auditor general Bonnie Lysyk released the findings of a value-for-money investigation into the government's plan to remove 15 areas from the protected Greenbelt to build 50,000 homes. [Read More](#)

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Citing spike in hate, Pride groups call for safety plan from Ontario, Canada government

The Canadian Press via CBC

A coalition of Ontario Pride organizations called on the province Thursday to urgently work with them to develop a proactive safety plan to beat back a rising tide of anti-LGBTQ hate. Leaders from five Pride organizations, from Thunder Bay to Ottawa, said that in the absence of consistent funding and provincial support, Pride festivals are struggling against what some called unprecedented levels of hate. [Read More](#)

Canadian military to remain key in natural disaster response, Blair says

The Canadian Press via Global News

Defence Minister Bill Blair says Canadians want to see the military come to their aid during natural disasters, and the Armed Forces will remain a key part of the government's response. Blair, who was moved from the Emergency Preparedness portfolio to head up Defence in last month's cabinet shuffle, has been involved in co-ordinating the federal government's response to various disasters. [Read More](#)

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Canada. a.beauvais@leblanc-illuminations.ca Toll free: 1-866-814-3617 [Read More](#)

As Region of Waterloo waits for provincial facilitator to be named, minister asks for patience

CBC

It's been more than eight months since Ontario Minister of Municipal Affairs and Housing Steve Clark announced a provincial facilitator would be named to review whether the Region of Waterloo "continues to be relevant." In an interview this week with CBC Kitchener-Waterloo's The Morning Edition host Craig Norris, Clark was unable to provide a timeline for when the facilitator would be named. [Read More](#)

Hundreds of homeless people sent to London from other Ontario cities this year: Deputy Mayor Lewis

CTV News

Explosive allegations by the deputy mayor of London based on municipal data that shows people have arrived in the city from other municipalities during the first six months of 2023 seeking support services for homelessness. In a letter to council colleagues, Shawn Lewis adds that a quarter of those individuals claim they were sent here from other municipalities against their will or under the false pretense that housing and support services are more readily available in London. [Read More](#)

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Peterborough homeowners can soon add up to 2 additional residential units on lot

Global News

Homeowners in Peterborough are one step closer to being permitted to add up to two residential units on their properties following endorsement from city council on Tuesday evening. Sitting as general committee, council endorsed a staff report that recommended amending a zoning bylaw first passed in 2018 that allowed up to one residential suite to double it to two "residential units," replacing the term "suites." [Read More](#)

Adverse possession and public parks: Ontario's top court splits on the 'public benefit' test

Lexology

Can a private homeowner adversely possess municipal parkland in Ontario? According to the Court of Appeal's decision in *Kosicki v. Toronto (City)*, 2023 ONCA 450, the answer is "no," unless the municipality has acquiesced or waived its ownership. [Read More](#)

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UPCOMING MUNICIPAL EVENTS

Aug. 20-23 – [AMO Conference](#)

Sept. 8 – [The Role of Canadian City Managers Discussion Webinar](#)

Sept. 19-22 – [MFOA Conference](#)

Oct. 10 – [Lottery Licensing Refresh Webinar](#)

Oct. 12 – [Municipal Clerks Forum](#)

Oct. 19 – [All About Records Management Workshop](#)

Oct. 24 – [MFIPPA Processing Workshop](#)

Oct. 26 – [Municipal Finance Forum](#)

Nov. 1-3 – [AMCTO-Ivey Canadian Municipal Leadership Accelerator](#)

MUNICIPAL CAREER OPPORTUNITIES

[Chief Administrative Officer/Clerk — County of Haliburton \(8/17/23\)](#)

[Supervisor, Financial Planning and Reporting — Norfolk County \(8/23/23\)](#)

[Chief Administrative Officer \(CAO\) — Municipality of Sioux Lookout - Waterhouse Executive Search \(8/25/23\)](#)

[Officer, Economic Development — Town of Caledon \(8/25/23\)](#)

[Chief Administrative Officer — Township of Minden Hills \(9/5/23\)](#)

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MANAGEMENT RESOURCES

Making the case for the resources your team needs

Harvard Business Review

Advocating for resources goes beyond the act of getting a "yes" to acquire more tools, personnel, or funds. It represents a deep commitment to your team's success. It shows those you lead that you're someone who understands their challenges, values their efforts, and is willing to champion their needs. [Read More](#)

5 crucial leadership elements to earn your team's trust

Entrepreneur

Trust — it's the performance-enhanced steroid that can transform even the most diverse group of misfits into a high-performance team. Without it, standards and expectations aren't taken seriously and productivity suffers greatly. [Read More](#)

The Municipal Minute

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**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES**
Annual General Meeting & Full Authority Board of Directors
Wednesday, June 28, 2023, at 1:15 p.m.

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

1. Call to Order

Chair Sue Carleton called the meeting to order at 1:18 p.m., welcomed all those present in person and virtually, and made a land acknowledgement declaration.

Directors Present In-Person: Chair Sue Carleton, Vice Chair Scott Greig, Robert Uhrig, Tobin Day, Nadia Dubyk, Tony Bell

Directors Present Virtually: Jennifer Shaw

Regrets: Jay Kirkland, Scott Mackey, Jon Farmer, Alex Maxwell

Staff Present: CAO, Tim Lanthier (Virtually); Administrative Assistant, Valerie Coleman; Manager of Information Services, Gloria Dangerfield; Manager of Financial and Human Resources Services, Alison Armstrong; Manager of Environmental Planning, MacLean Plewes; Water Resources Coordinator, John Bittorf; Manager of Conservation Lands, Rebecca Anthony, Forestry Coordinator, Mike Fry

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.:	Moved By:	Tobin Day
FA-23-060	Seconded By:	Nadia Dubyk

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of June 28, 2023.

Carried

5. Approval of Minutes

Motion No.: FA-23-061	Moved By: Seconded By:	Robert Uhrig Tony Bell
---------------------------------	---	---

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of May 24, 2023.

Carried

6. Business Out of Minutes

Nothing at this time.

7. Consent Agenda

Motion No.: FA-23-062	Moved By: Seconded By:	Scott Greig Robert Uhrig
---------------------------------	---	---

THAT in consideration of the Consent Agenda Items listed on the June 28, 2023, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits and Planning – May 2023; (ii) Administration – Receipts & Expenses – May 2023; (iii) Correspondence – GSCA Transition Plan Quarterly Progress Report # 5 to MNRF; Baker Tilly Management Letter, Audit Reporting Letter, and Final Audited Financial Statements; (v) Minutes – GSC Foundation – June 8, 2022 & May 16, 2023; (vi) Recent Media Articles

Carried

8. Presentation

i. **GSCA Environmental Planning Board Orientation– MacLean Plewes**

The Manager of Environmental Planning, MacLean Plewes, provided a presentation on the role and responsibilities of the Environmental Planning Department.

Mr. Plewes gave a brief introduction of GSCA's Planning Department staff. It was also noted that the department works closely with many other staff and departments.

Mr. Plewes explained the department's role as a regulatory authority in administering Ontario Regulation 151/06 under Section 28 of the Conservation Authorities Act.

Mr. Plewes went through the process of obtaining permission for a project, including the application process, staff review process, and the applicant's options should the application be denied.

Mr. Plewes explained the Board of Directors role in acting as a Hearing Board should an applicant request one. It was stressed that the Board is to be objective in this role and avoid any apprehension of bias.

Lastly, Mr. Plewes described the enforcement component of the department's compliance staff.

A Member asked if there were any permit hearings presented to the Board in the last term. Mr. Plewes stated that there had not been.

A Member asked about a specific development application within a municipality. Mr. Plewes answered that, in general, there is a process and depended on the specifics of the development project but was not able to speak to any specific

A Member asked if GSCA staff had been involved with any applications going to the OTC for review. Mr. Plewes responded that GSCA staff have not been involved with any.

A Member asked with regard to the 100-year flood mark of the lake and if it should be changed. Mr. Plewes explained that the Technical Guidance from the Province is being updated and that will inform the regulations.

A Member asked with regard to Provincially Significant Wetlands and if any of GSCA's wetlands are at risk of being declassified. Mr. Plewes clarified that the evaluation system is being changed but the legislation's goal is not to declassify wetlands.

Mr. Plewes explained the department's role and responsibility in representing the province regarding natural hazards on municipal policy documents and applications under the Planning Act, and that the Authority also works within the Aggregate Resources Act, Drainage Act, Environmental Assessment Act, and the Niagara Escarpment Planning and Development Act.

Mr. Plewes described what Hazardous Lands are and gave examples including, flood and erosion lands, dynamic beaches, inland lake areas, and lands with unstable soils or bedrock.

Mr. Plewes reviewed the planning process and noted that these typically begin with the municipality.

A Member asked with regard to what the planning department require for documentation. Mr. Plewes responded that it depends on the context around the file.

Mr. Plewes went through some of the other services that the department provides, including, real estate transaction inquiries, site inspections and mapping, responding to general questions, and communication and relationship building.

A Member asked if there were fees associated with all of the other services the department provides. Mr. Plewes responded that some items like clearance letters and site visit do have fees, however; the Authority does not charge individuals for answering general questions.

9. Resolution to Move Into Closed

Motion No.:
FA-23-063

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

THAT the Grey Sauble Conservation Authority Board of Directors proceed into closed session at 2:05 pm to discuss matters related to the following:

- i. Minutes of the Closed Session of the Regular Board of Directors meeting held on May 24, 2023; and,**
 - ii. To discuss a property item requiring the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose. (GSCA Administrative By-Law, Section 4(xvi)(f)); and,**
 - iii. To discuss an item related to litigation or potential litigation including matters before administrative tribunals and/or receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose (GSCA Administrative By-Law, Section 4(xvi)(d,f)).**
-

AND FURTHER THAT CAO, Tim Lanthier and Administrative Assistant, Valerie Coleman and Manager of Information Services, Gloria Dangerfield, will be present with the Manager of Conservation Lands, Rebecca Anthony being present for item ii and iii only.

Carried

10. Declaration that the Board of Directors has Resumed Open Session

Chair Carleton declared that the Board of Directors had resumed open session at 2:32 p.m.

11. Resolution Approving the Closed Session Minutes of May 24, 2023

Motion No.:	Moved By:	Nadia Dubyk
FA-23-064	Seconded By:	Robert Uhrig

THAT the Grey Sauble Conservation Authority Board of Directors approve the May 24, 2023, Closed Session minutes as presented in the closed session agenda.

Carried

12. Reporting out of Closed Session

13. Business Items

i. Administration

a. Administration Office Renovation

CAO, Tim Lanthier, gave a brief overview of the activities taken to present and the costing schedule provided by the architects.

Mr. Lanthier reviewed the concept designs that the previous Board of Directors approved, including refurbishment of the existing building and the inclusion of an addition to provide classroom/rental space.

Mr. Lanthier outlined the next steps moving forward. This phase of the project has been broken down into 3 sub-phases. Phase 1A will include the Schematic Design, Detailed Designs, and Engineering at a cost of \$80,840. Phase 1B will include the Construction Drawings and Engineering at a cost of \$76,260. Phase 2 will include the Contract Administration and Engineering at a cost of \$37,585. It was noted that the architect’s fee is based on a percentage of the total build cost, meaning that any cost savings will have an impact on the total cost for architectural services.

With the Board’s approval to continue moving forward with Lebel and Bouliane Architects, Staff will discuss the necessary changes to the concept design and request Schematic Design drawings. Once the schematic designs have been finalized the architects will prepare and present detailed design drawings. It was noted that Lebel and Bouliane will conduct a Class B costing exercise to hone construction costs.

Mr. Lanthier and GSCA’s Manager of Finance, Alison Armstrong, are developing funding options, these will include a blend of fundraising and drawing from reserve funds.

A Member asked if staff have approached TC Energy for funding. Mr. Lanthier explained that it will warrant further consideration as to whether that particular stream of funding would be a good fit with the Authority.

Mr. Lanthier stated that Staff are exploring the option of phasing in some components of the project, however; once construction of the project has begun, staff will not be able to continue to work in the building. Options are being explored for alternate work locations.

A Member asked if the capacity exists for staff to manage the fundraising. Mr. Lanthier responded that staff will be working with the GSC Foundation to assist with fundraising opportunities. Staff will be reaching out to other GSCA committees and stakeholders that would benefit from partnering with GSCA in fundraising for the addition/classroom portion of the project.

Motion No.: FA-23-065	Moved By: Seconded By:	Nadia Dubyk Tobin Day
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WHEREAS the GSCA Board of Directors has authorized the issuance and awarding of an RFP for concept design and feasibility study of the Administration Centre revitalization;

AND WHEREAS the GSCA Board of Directors has directed Staff to obtain cost estimates to proceed with Detailed Design Drawings for the Scheme 1, Renovation and Addition, Option;

THAT the GSCA Board of Directors direct Staff to engage Lebel and Bouliane Architects to continue with Schematic and Detailed Design drawings based on Scheme 1, Renovation and Addition, option.

Carried

b. Conservation Authorities Act Changes

CAO, Tim Lanthier, spoke to upcoming changes to the CAA that are slated to come into force on July 1, 2023. It was noted that these changes were known to Authorities but are just now coming into effect. Mr. Lanthier gave an overview of the changes and stated that GSCA is well positioned for these changes.

Motion No.: FA-23-066	Moved By: Seconded By:	Tobin Day Robert Uhrig
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WHEREAS the Province of Ontario made changes to the Conservation Authorities Act (CAA) with a proclamation date of July 1, 2023,

THAT the GSCA Board of Directors receive the CAO's Report 020-2023 – "Update on Changes to the CAA in Force on July 1, 2023" as information.

Carried

c. Draft Category 3 Agreements

CAO, Tim Lanthier, spoke to the draft Category 3 Agreements that are required to utilize municipal levy to fund certain category 3 programs and services.

GSCA staff have circulated the drafted agreements to senior municipal staff for review, discussion, and approval. It was noted that the agreements have been written in such a way that should a municipality wish to amend or add additional programs and services, those could be added to their agreement without impacting other member municipalities.

The agreements have been scheduled for a five-year period with a review scheduled six months from their expiry.

Several municipalities have set dates for the approval of the agreement at council. GSCA staff continue to support senior municipal staff through the process.

The individual agreements will come back to the Board for final endorsement and a resolution to authorize the Chair and CAO to execute.

Motion No.:
FA-23-067

Moved By: Tony Bell
Seconded By: Tobin Day

WHEREAS under Section 21.1.2(2) of the Conservation Authorities Act, GSCA is required to enter into agreements with participating municipalities for the provision of Category 3 programs and services,

AND WHEREAS the GSCA has drafted and circulated a draft agreement to senior municipal staff for review, discussion and approval,

THAT the GSCA Board of Directors receive CAO Report 021-2023 – Draft Category 3 Agreements, as information.

Carried

ii. Water Management
a. Dam Updates

Water Resources Coordinator, John Bittorf gave a presentation on the installation and current state of GSCA dam structures. Mr. Bittorf noted that six of the dams require staff operation.

- Berford Lake Dam. This is the first dam in spring that is manipulated. There are four logs in total. The installation at this dam was complicated this year by an early heavy rain event.
- Mill Dam (Owen Sound). This dam contains a Fish Way that needs to be taken into consideration. Due to Swan nesting this dam needs to be installed early. A Swan Watch has started in response to a previous swan nesting situation.
- Bognor Marsh #2 Dam. This dam needs to be installed slowly so as to not cut off downstream flows.
- Clendenan Dam. This dam acts as a flood control structure to prevent ice jams in Clarksburg. WECI funding has covered 50% of costs to replace two electric winches and the construction of new logs.
- Rankin Dam. This is the most challenging dam in system. Its construction requires special care to ensure the right amount of flow down stream. GSCA Staff have developed biodegradable plugs to control leakage between logs that are below the water’s surface.
- Inglis Falls Dam. This is strictly a recreational dam.

A Member asked how old some of the structures are. Mr. Bittorf responded that some of the structures are older than 100 years. Some have been rebuilt in whole or in part, however; all are showing their age.

A Member asked if the older dams have a life expectancy. Mr. Bittorf explained that engineer reports do not give a life expectancy. Additionally, dams are not typically removed and replaced but rather patched. In extreme circumstances a decision needs to be made whether to continue to maintain a dam or decommission and remove it.

b. Berford Lake Operational Plan

Water Resources Coordinator, John Bittorf spoke to the Berford Lake Operation and Maintenance Manual. It was noted that the document’s format is a benchmark for all future reports and plans for the Water Resources department. The manual contains the history, site specific details, and maintenance needs of the dam.

Mr. Bittorf gave a quick overview of the report and opened the floor to questions.

A Member remarked on the historical cost of building the original dam structure versus the potential cost today.

c. In-Year WECl Funding Proposal

Water Resources Coordinator, John Bittorf, spoke to the WECl (Water and Erosion Control Infrastructure) program, eligibility, and GSCA funding requests.

GSCA staff applied for funding through WECl for the Clendenan Dam structure. This was planned to be spread over 3 phases. WECl provides funding for 50% of costs. GSCA’s portion of the funding is allocated from the “Dam Reserve” fund.

Mr. Bittorf requested that approval be granted to complete the work sooner than originally forecasted.

Motion No.: FA-23-068	Moved By: Seconded By:	Jennifer Shaw Robert Uhrig
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WHEREAS GSCA estimates the total cost for Staff time and capital items to replace the remaining 12 logs will be \$29,200,

WHEREAS GSCA has successfully applied to the Province of Ontario WECl program for 50% of the eligible costs (staff time and materials) for the 12 remaining log replacements at Clendenan Dam,

WHEREAS the submission for 50% matched funding exceeds the 2023 approved capital budget,

WHEREAS the Province of Ontario WECl program requires Board approval to match provincial funding,

THAT the GSCA Board of Directors approve matching 50% of the approved Capital and Eligible Staff costs up \$14,600.

Carried

iii. Environmental Planning

Nothing at this time.

iv. Operations

Nothing at this time.

v. Conservation Lands

a. Arran Lake Boundary Adjustment

Manager of Conservation Lands, Rebecca Anthony, spoke to a boundary adjustment at the Arran Lake CA. It was noted that in 2022 GSCA received notice that a Declaration of Possession was made on a small piece of land bordering the Arran Lake CA. This parcel was left behind when the province converted land ownership records from the registry system to the land titles system, likely due to the disputed ownership.

After completing a survey of the property, staff recommended transferring the small parcel to the neighbouring landowners. It was noted that it would be the neighbouring landowner's responsibility to update the parcel into the land titles system.

A Member asked who is covering legal costs. Ms. Anthony responded that the costs will be born by each party individually.

Motion No.:
FA-23-069

Moved By: Nadia Dubyk
Seconded By: Tony Bell

WHEREAS, the Grey Sauble Conservation Authority (GSCA) under Section 21(c) has the power to acquire by purchase, lease or otherwise any land that it may require, and, subject to subsection (2), to sell, lease or otherwise dispose of land so acquired;

THAT the GSCA Board of Directors approve GSCA staff moving forward with a land disposal of 0.005 ha (0.01 acres) at Arran Lake Conservation Area. This disposition will further the objects of the Conservation Authority, pursuant to Section 20 of the Conservation Authorities Act.

Carried

vi. Forestry

a. Wood Products Tendering Policy Exception

Forestry Coordinator, Mike Fry, spoke to the GSCA Wood Products Tendering Policy and the staff request for the Board to approve an exception to the policy with regard to the Bognor Marsh – B Property.

Mr. Fry explained that staff had been approached by neighbouring property owner who hired a contractor to conduct a harvest on their property. The property owner asked if GSCA would be interested in having the contractor harvest at the Bognor Marsh property concurrently.

Mr. Fry noted that the last harvest conducted at the property was in 2009 and added that the parcel is landlocked with access only available through private property. Mr. Fry expressed concern with the uncertainty of gaining access to the property should the current opportunity be declined. Additionally, Mr. Fry noted the challenges of moving forward with an RFP or RFQ process versus a private sale on this property in particular.

Once the agreement has been reached, staff will provide an update to the Board of Directors for final approval.

Motion No.: FA-23-070	Moved By: Seconded By:	Nadia Dubyk Tony Bell
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WHEREAS, GSCA maintains a Wood Products Tendering Policy which provides direction to staff about the sale of wood products from GSCA lands;

AND WHEREAS, the Bognor Marsh – B property (Compartment 25, Property Location – Pt Lot 14, Concession 3, Municipality of Meaford (former Sydenham Township)) is scheduled for harvest in 2024 and is landlocked;

THAT the Board of Directors authorize an exception to the Wood Products Tendering Policy to allow staff to engage in a direct sale of standing timber.

Carried

vii. Communications/Public Relations
Nothing at this time.

viii. Education
Nothing at this time.

ix. GIS/IT
Nothing at this time.

x. DWSP
Nothing at this time.

14. New Business
Nothing at this time.

15. CAO’s Report

The Manager of Information Services, Gloria Dangerfield, provided an update on behalf of the CAO, Tim Lanthier.

Ms. Dangerfield reminded the Board of the upcoming Watershed Bus Tour scheduled for July 26th and asked that RSVPs be forwarded to staff.

Ms. Dangerfield informed the Board that, due to the summer camp requiring access to the basement area, the August Board of Directors meeting will be held at the Grey County Council Chambers.

It was noted that the Hibou CA 50th Anniversary celebration had been held on June 25th. Mr. Lanthier attended and noted that the event had been well attended.

On July 18th the Inglis Falls Arboretum Alliance (IFAA) will be hosting their Tree Signage Unveiling Event. This project was funded by the TD Friends of the Environment.

Ms. Dangerfield noted the removal of several Norway Maples from the Arboretum property. These are invasive species that outcompete native tree species.

Lastly, Ms. Dangerfield informed the Board of a successful in-person hosting of the Grey Bruce Water Festival. This event is geared to Grade 4 students.

16. **Chair's Report**

Chair Sue Carleton reported on CO meeting on June 26th. Chair Carleton attended the Hibou CA 50th Anniversary concert event. On June 20th, Chair Carleton attended the Grey Sauble Conservation Foundation Annual General Meeting and congratulated the volunteers for all of the work that they do and the support they provide to the Authority.

17. **Other Business**

Nothing at this time.

18. **Next Full Authority Meeting**

Wednesday August 23, 2023

19. **Adjournment**

The meeting was adjourned at 4:09 p.m.



Sue Carleton, Chair



Valerie Coleman
Administrative Assistant



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: September 11, 2023

Subject: SRDPCLK.23.03 South Bruce OPP Detachment Board Update

Report from: Julie Hamilton, Deputy Clerk

Appendices: Appendix A – SRCLK.21.06 OPP Detachment Board

Appendix B – July 19, 2023 Correspondence from the Office of the
Ministry of the Solicitor General

Appendix C – Email Correspondence from the Office of the Ministry of
the Solicitor General

Recommendation

Be It Resolved that Council hereby,

1. Supports the formation of One (1) OPP Detachment Board for the five municipalities policed by the South Bruce Detachment as submitted to the Ministry of the Solicitor General in the 2021 proposal.

Report Summary

The intent of this report is to provide Council with information regarding the required formation of a Joint South Bruce OPP Detachment Police Board and receive direction from Council on the formation of one or two Police Boards within the South Bruce Detachment.

Background

Ontario passed the Comprehensive Ontario Police Services Act, 2019 (Bill 68) and established the Community Safety and Policing Act, 2019 (CSPA) which, once in force, will repeal the Police Services Act, 1990 (PSA) which in turn will repeal any Police Services Boards that are currently established.

Section 67 of the CSPA requires that there be an Ontario Provincial Police Detachment Board for each detachment that provides policing in a municipality or in a First Nations community. The Ministry was required to develop a regulation related to the composition of each OPP Detachment Board.

To meet compliance with the new legislation, the five (5) municipalities policed by the South Bruce OPP Detachment, Arran-Elderslie, Brockton, Huron-Kinloss, Kincardine and South Bruce, were required to work together and submit one proposal regarding the composition of their OPP Detachment Board.

At that time, Brockton preferred to remain as a stand-alone police board as their first choice and sent a letter the Ministry of the Solicitor General requesting an exemption under the Community Safety and Policing Act, 2019 to allow the Municipality of Brockton to maintain the Brockton Police Services Board as a singular Board as requested by the Brockton Police Services Board. As a secondary choice, Brockton was included in the joint proposal.

Staff brought forward a report May 10, 2021, which is attached to this report as **Appendix A**, for review, that provided information on the legislative changes and the next steps to ensure compliance. The report contained a recommendation to Council to approve, in principle, the composition of the OPP Detachment Board, as presented within the report.

On May 10, 2021, Council passed the following resolution:

14-198-2021

Moved by: Deputy Mayor Davis

Seconded by: Councillor Nickason

Be It Resolved

- 1) THAT the Council of the Municipality of Arran-Elderslie hereby approves Report No. SRCLK-2021-06;
- 2) AND agrees in principle to the composition of the OPP Detachment Board;
- 3) AND FURTHER directs staff to continue to work with the participating municipalities in submitting the OPP Detachment Board proposal.

Carried

Subsequently, Huron-Kinloss submitted the joint South Bruce OPP Detachment Board Proposal on behalf of the proposed membership.

Analysis

On July 19, 2023, Huron-Kinloss received a letter from the Ministry of the Solicitor General advising that the proposal has been approved by the Solicitor General to the next step in finalizing the board composition, which is posting the composition on the Ontario Regulatory Registry (ORR).

The approved composition is as follows:

Board	Communities Served	Council Seats	Community Representative Seat(s)	Provincial Appointment Seats	Total Seats
1	Municipality of Arran-Elderslie, Municipality of Brockton, Huron-Kinloss Township, Municipality of Kincardine, Municipality of South Bruce	5	2	2	9

Prior to advancing the Proposal to the next step, the Ministry of the Solicitor General sent an additional correspondence by email to Huron-Kinloss, advising they were also aware that Brockton is seeking to establish a separate detachment board independent of all other communities which would result in South Bruce (OPP) having 2 OPP detachment boards.

The correspondence requests clarification if all communities being served in the detachment have given their consent to Brockton establishing their own board.

The resolution noted above and passed by Council is for one Detachment Board and includes Brockton as a member.

It should be noted that currently there is three (3) Police Service Boards (Huron-Kinloss, Kincardine and Brockton).

Staff are seeking Council support to maintain or reconfirm the 2021 recommendation to create one Detachment Board for all five (5) municipalities and all existing Police Service Boards be disbanded, rather than supporting the 2023 request for two (2) separate boards – one for four of the municipalities and a standalone board for Brockton.

Link to Strategic/Master Plan

6.5 Engaging People and Partnerships

Financial Impacts/Source of Funding/Link to Procurement Policy

At this time, the financial implications of the formation of the Joint OPP Detachment Board are undetermined depending on the formation of the proposed board. Some staffing costs will be incurred as one member of Council will be required to sit on the Board.

Approved by: Sylvia Kirkwood, Chief Administrative Officer



MUNICIPALITY OF ARRAN-ELDERSLIE

STAFF REPORT

COUNCIL

May 10, 2021
SRCLK.21.06

SUBJECT: Community Safety and Policing Act, 2019: Ontario Provincial Police Detachment Board

RECOMMENDATION:

Be It Resolved

- 1) THAT the Council of the Municipality of Arran-Elderslie hereby approves Report No. SRCLK-2021-06;
- 2) AND agrees in principle to the composition of the OPP Detachment Board;
- 3) AND FURTHER directs staff to continue to work with the participating municipalities in submitting the OPP Detachment Board proposal.

Submitted by:

Submitted by:

Reviewed by:

Christine Fraser-McDonald
Clerk

Julie Reid
Deputy Clerk

Tracey Neifer
Treasurer

BACKGROUND:

Ontario passed the Comprehensive Ontario Police Services Act, 2019 (Bill 68) and established the Community Safety and Policing Act, 2019 (CSPA) which, once in force, will repeal the Police Services Act, 1990 (PSA) which in turn will repeal the current Police Services Boards.

Section 67 of the CSPA requires there be an OPP detachment board, or more than one OPP detachment board, for each detachment of the OPP that provides policing in a municipality or in a First Nation community.

Each municipality and First Nation community receiving OPP services will have an opportunity to participate on an OPP detachment board.

An OPP detachment board will be required to, among other things:

- Advise the detachment commander with respect to policing provided by the detachment and on the development of the local action plan;
- Consult with the Commissioner on the selection and monitor the performance of the detachment commander; and
- Provide an annual report to municipalities and band councils.

In addition to the training required for all board members under the Act, detachment board members are required to successfully complete training on the role of boards and responsibilities as members prior to exercising their powers.

Members must abide by a Code of Conduct that will be in regulation.

The OPP Detachment Board Framework:

Provides each municipality and First Nation community receiving OPP services with the ability to sit on an OPP detachment board.

Requires the municipalities and First Nations within the jurisdictional area of a detachment to submit one proposal indicating the composition of their board and, if requested, their rationale for multiple boards.

Includes a set of composition requirements set by the ministry that completed proposals must meet. The ministry will follow up with detachment areas that fail to submit a proposal or where proposals do not meet the composition requirements.

Establishes a ministerial working group to review each proposal submitted to the ministry.

OPP Detachment Board Composition:

- Minimum 5 members, no maximum
- 20 % Community Representation (Minimum)
- 20% Provincial Appointees

OPP Detachment Board Proposal Process:

- Launched March 18, 2021
- Deadline for submissions: June 7, 2021

- Ministry review and approval of proposals (Summer 2021)
- Development and filing of OPP-related matters for regulation (Spring -Fall 2021)
- Formal establishment of OPP detachment boards – early 2022 (TBC)

COMMENTS:

The Clerk's department attended a virtual information session provided by the Ministry to determine the next steps in the process of forming the new OPP Detachment Board.

The Ministry has indicated that they will only accept one proposal per detachment and encouraged municipalities to work together on their proposal. The Huron Kinloss Clerk's department reached out to the other municipalities policed by the South Bruce OPP which include: Kincardine, Brockton, South Bruce, Arran Elderslie and Huron-Kinloss to begin discussions on the collaboration for the OPP Detachment Board proposal to submit to the Solicitor General by June 7, 2021.

Staff from the five municipalities and South Bruce OPP Detachment Commander Krista Miller, met on April 27, 2021 to discuss the process and the application. In order to meet the composition required it was suggested that the composition be as follows:

- One member of Council from each participating municipality
- 2 members from the community as a whole – with an application type process that would be vetted by a striking committee.
- 2 Provincial appointees – appointed by the Province.

60% municipality = 5
20% community = 2
20% provincial = 2
Total of 9 members

Other items of consideration included:

- Terms of Reference
- Financial responsibilities for stipends, conventions, meetings, mileage
- Grant funding
- Enforcement of By-Laws
- Chair – suggested a rotating basis
- Secretary – suggested staff from the appointed Chair
- Appointment of community members

FINANCIAL/STAFFING/OTHER IMPLICATIONS:

Financial Impacts for the detachment board are unknown at this time.

CONCLUSION:

With the tight deadlines, staff is requesting approval in principle for the composition of the Board and authorization to work with the participating municipalities on the OPP Detachment Board proposal.

Ministry of the Solicitor General

Strategic Policy Division
Office of the Assistant Deputy Minister

25 Grosvenor Street, 9th Floor
Toronto ON M7A 1Y6
Tel: 416 212-4221

Ministère du Solliciteur général

Division des politiques stratégiques
Bureau du sous-ministre adjoint

25, rue Grosvenor, 9^e étage
Toronto ON M7A 1Y6
Tél. : 416 212-4221



Mary Rose Walden
CAO
Huron-Kinloss Township
mrwalden@huronkinloss.com

July 19, 2023

Greetings Mary Rose Walden,

Thank you for submitting your proposal for the Ontario Provincial Police (OPP) detachment board framework. Your patience has been greatly appreciated while all proposals went through a thorough review process.

At this time, I am pleased to confirm that the South Bruce OPP detachment board proposal has been approved by the Solicitor General to the next step in finalizing the board compositions, which is posting the composition on the Ontario Regulatory Registry (ORR). The ministry is currently working on drafting the regulation, which is expected to be available on the Ontario Regulatory Registry (ORR) for public comment in the summer or fall. Posting of the regulation is one of the last steps before the regulation can be finalized in advance of bringing the *Community Safety and Policing Act, 2019* (CSPA) into force in early 2024.

The following board composition(s) have been approved for posting.

Board	Communities Served	Council Seats	Community Representative Seat(s)	Provincial Appointment Seat(s)	Total Seat(s)
1	Municipality of Arran-Elderslie, Municipality of Brockton, Huron-Kinloss Township, Municipality of Kincardine, Municipality of South Bruce	5	2	2	9

On behalf of the Ministry of the Solicitor General, I would like to express my appreciation to all the communities involved in the proposal development process. I acknowledge and value the significant efforts undertaken to create a proposal for a detachment board that

addresses the unique needs of each community that receives OPP policing services in your detachment. As the proposal lead, I kindly request that you disseminate this correspondence to all communities serviced by the proposed detachment board.

The ministry is planning to share more guidance as soon as possible on next steps, with the understanding that municipalities and First Nations require time to plan for the implementation of OPP detachment boards before the CSPA comes into force.

If you have any questions or concerns in the meantime, please contact Devendra Sukhdeo, Senior Policy Advisor, Public Safety and Policing Policy Unit (PSPPU), Strategic Policy Division, at Devendra.Sukhdeo@ontario.ca.

Sincerely,

Sarah Caldwell
Assistant Deputy Minister, Strategic Policy Division
Ministry of the Solicitor General

Cc:
Kelly Lush, Deputy Clerk, klush@huronkinloss.com

From: Sukhdeo, Devendra (SOLGEN) <Devendra.Sukhdeo@ontario.ca>
Sent: Wednesday, August 2, 2023 4:05 PM
To: Mary Rose Walden <mrwalden@huronkinloss.com>; Kelly Lush <klush@huronkinloss.com>
Cc: Wasserman, Jody (SOLGEN) <Jody.Wasserman2@ontario.ca>; Sodhi, Jasleen (SOLGEN) <Jasleen.Sodhi@ontario.ca>
Subject: FW: OPP Detachment Board Update - South Bruce - IMPORTANT

Good afternoon,

As an update following the information provided on July 20th, the ministry is also aware, from the detachment board proposal, that the Municipality of Brockton is seeking to establish a separate detachment board independent of all other communities. This would result in South Bruce having 2 OPP detachment boards.

I kindly request at your earliest convenience, clarification on whether all communities in the detachment have given their consent to the establishment of a second board.

If the detachment intends to create a second OPP detachment board, the composition of the board would also need to be approved by the communities within the detachment. Once this approval is obtained, the ministry will then refer the proposed board structure to the minister's office for final approval.

Once I receive a response to this inquiry, we can discuss this process further.

Thank you,

Dev

Devendra Sukhdeo (He/Him) | **Senior Policy Advisor (A), Public Safety and Policing Policy Unit**
Community Safety and Intergovernmental Policy Branch | Strategic Policy Division
Ministry of the Solicitor General
Mobile: 437-991-2947 | **Email:** devendra.sukhdeo@ontario.ca

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Ontario 



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: September 11, 2023

Subject: SRDPCLK.2023.01 Tile Drainage Loan Application – 1211 Concession 10, Elderslie

Report from: Julie Hamilton, Deputy Clerk

Appendices: None

Recommendation

Be It Resolved that Council hereby,

1. Receive Tile Drainage Loan Application from Cumming Farms 1999 Ltd., with the estimated cost of the drainage system in the amount of \$47,056.75 located at 1211 Concession 10, geographic Township of Elderslie, described as Part Lot 6, Concession 10, Roll Number 4103-380-004-00800, subject to the availability of funds allocated by the Province of Ontario for tile drainage purposes;
2. That the amount of the tile drain loan will be approximately \$35,200.00; and
3. That a by-law be prepared to impose special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act.

Report Summary

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

Background

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

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

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

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

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

Analysis

An application has been received for a loan under the Tile Loan Program from the landowner (Cumming Farms 1999 Ltd.) of lands municipally located at 1211 Concession 10, in the geographic Township of Elderslie described as Concession 10, Part Lot (Roll Number 4103-380-004-00800) with the estimated cost of the drainage system in the amount of \$47,056.75. The applicant is permitted a loan for 75% of the cost of the drainage works at an estimated amount of \$35,200.00, subject to the submission of invoicing and mapping following the completion of the work.

The landowner anticipates that the work will take place in September 2023 and the Municipal Drainage Inspector, Public Work Manager Scott McLeod, will visit the site of the drainage works and perform an inspection to ensure the installation work is satisfactory to the Municipality.

Link to Strategic/Master Plan

6.2 Supporting Businesses and the Local Economy

Financial Impacts/Source of Funding/Link to Procurement Policy

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

Borrowing By-law No. 03-2021, which authorizes the Municipality to borrow money for the construction of drainage works, was passed in 2021 and has a current borrowing balance of \$500,300.00.

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

Approved by: Sylvia Kirkwood, Chief Administrative Officer



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: September 11, 2023

Subject: SRCAO.2023.05 - Draft Agreement with Grey Sauble Conservation Authority – Category 3 Programs

Report from: Christine Fraser-McDonald, Clerk

Appendices: Appendix A - Reg-687-21 Transition Plans and Agreements 01 Jan 2023
 Appendix B - Reg-400-22 Information Requirements 01 Jul 2022
 Appendix C - Reg-402-22 Budget and Apportionment 20 Apr 2022
 Appendix D - Reg-686-21 Mandatory Programs and Services 01 Jan 2023
 Appendix E - Reg-596-22 Prescribed Acts 01 Jan 2023
 Appendix F- GSCA Transition Plan Inventory Program Services
 Appendix G – GSCA Draft Agreement

Recommendation

Be It Resolved that Council hereby,

1. Approves the draft Agreement prepared by the Grey Sauble Conservation Authority; and
 2. That staff be directed to prepare a by-law to authorize the execution of the agreement.
-

Report Summary

The Provincial government introduced changes affecting the delivery of services by Conservation Authorities to Municipalities.

Category 1 and 2 services are mandatory and make up the majority of the municipal levy. Category 3 services are optional, and the Conservation Authority is required to enter into agreements with municipalities on the delivery of these services. The Grey Sauble Conservation Authority (GSCA) has proposed that the Category 3 services and the related municipal levy for these services remain the same for the member municipalities and has proposed an agreement to reflect this arrangement.

Background

Conservation Authorities provide a wide range of significant and valuable services to municipalities and residents across the watershed area including the Municipality of Arran-Elderslie. It is recognized by participating municipalities that the Conservation Authority provides watershed services that are viewed as an approach that demonstrates both national and international best practices with an environment-first model for planning, development and land use planning and management.

Further, the programs provided have served both provincial and local priorities funded by provincial funding, municipal levies, and self-generated revenues through user fees. Over the past couple of years, the degree of funding by the Province has decreased which has resulted in an increase in funding from the municipalities within the watershed, and an increase in self-generated revenue sources.

Additionally, the Provincial government introduced changes affecting the delivery of services by Conservation Authorities to municipalities. Category 1 (Mandatory services) and 2 (Municipal services) make up the majority of the municipal levy. Category 3 services are optional, and the Conservation Authority is required to enter into agreements with the municipalities on the continued delivery of these services.

The Grey Sauble Conservation Authority (GSCA) has proposed that the Category 3 services and the related municipal levy for these services remain the same for the member municipalities and has proposed an agreement to reflect this arrangement.

Analysis

A copy of the GSCA's consultation document and presentation to Council from 2022 is attached hereto and explains the impacts of Ontario Regulation 687/21. At that time Conservation Authorities were required to prepare an inventory of all programs and services offered and identify the programs as either Category 1 (Mandatory), Category 2 (Municipal Service), Category 3 (Other Programs and Services), or General Operating Expenses.

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

- Programs and services related to the risk of natural hazards.
- Programs and services related to the conservation and management of lands owned or controlled by the authority, including any interest in land registered on title.
- Programs and services related to the authority's duties, functions, and responsibilities as a source protection authority under the Clean Water Act, 2006.
- Programs and services to support the authority's functions and responsibilities related to the implementation and enhancement of the provincial groundwater monitoring program.
- Programs and services related to support the authority's functions and responsibilities related to the implementation and enhancement of the provincial stream monitoring program.
- Programs and services related 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 with the GSCA 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, 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.

The Category 3 services are currently being provided by the Conservation Authority. As a result of the new provincial legislation, these services are separated out and the municipality may decide whether it wishes to have those services provided by the Conservation Authority.

Agreements for Category 3 service are required prior to January 1, 2024, and the GSCA is requesting these agreements be finalized as soon as possible so that budgeting for 2024 can occur. A draft agreement is attached hereto for Council's consideration. You will note that the agreement is effective as of January 1, 2024.

Staff recommend that the required Category 3 Agreement reflect the continuation of those services currently provided by the GSCA which includes the following:

Watershed Monitoring and Management

- Water quality monitoring at 25 additional monitoring sites to better cover the entire watershed jurisdiction (10 sites are currently included in Category 1). Samples are collected eight times per year at each site. Key parameters are summarized on the GSCA website and reported back to the public through the GSCA's Watershed Report Cards and Watershed Health Checks.
- Additionally, GSCA conducts benthic macroinvertebrate sampling at 35 sites over a two-year rotating period. Benthic macroinvertebrates are the organisms that lie in the bottom of a streambed for at least part of their life cycle. By collecting and analyzing these organisms, GSCA can better assess the long-term health of our streams. This information is also included in the annual Report Card.

Stewardship

Watershed Stewardship work is provided by the GSCA to inspire and enable landowners to further their stewardship of the land and water with the watershed community. This program is currently geared largely towards the agricultural community, collaborating with rural landowners to develop and complete projects to improve the local environment and protect the watershed area.

Some of these projects include livestock exclusion fencing, alternative watering systems, barn eaves troughs to divert runoff, and planting of cover crops. When implemented properly, each project will help to improve the quality of water through reduced sedimentation and nutrients within the water. The GSCA also works with local landowner groups to control invasive species that negatively impact the local environment. The project may change every year and will have a different bearing on the Municipality. However, these projects are seen as a benefit to the entire watershed area.

It is noted that the municipal apportionment currently contributes to staff salaries within this program area. The GSCA is working to acquire additional grants to help landowners implement these projects.

Conservation Information and Community Outreach

The GSCA's Conservation and Community Outreach (Communications) Program is an internal service department that helps spread awareness of all the GSCA programs and service areas. Although this program area is fully funded by the municipal levy

apportionment much of this work is geared towards mandatory programs and services. Some of the work is allocated to Category 3 programs and therefore, some of the costs have been included in Category 3.

The draft agreement contemplates the important role that the GSCA plays in the Municipality of Arran-Elderslie daily and increases the collaborative way in which the GSCA and the municipality work together. With provincial changes to the way in which CA's are funded, the need for recognizing the value of non-mandated activities as a distinct element through this agreement is appropriate. Therefore, staff recommend that the Municipality enter into an agreement for the continued delivery of Category 3 programs across the watershed area, including Arran-Elderslie. A by-law to authorize execution of the agreement will be presented at the September 25th Council meeting.

Options:

- i) Recommend approval of the agreement as presented.
- ii) Not accept the Category 3 services in its entirety.
- iii) Negotiate further with the Conservation Authority as to which Category 3 services Arran-Elderslie may wish to have provided.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

Should Council proceed with the Category 3 Agreement proposed, there would be no change to the Municipal Levy. The levy for Arran-Elderslie for 2023 is \$44,416.40, which represents 2.7% of GSCA total annual levy.

Approved by: Sylvia Kirkwood, Chief Administrative Officer

Français

Conservation Authorities Act

ONTARIO REGULATION 687/21

TRANSITION PLANS AND AGREEMENTS FOR PROGRAMS AND SERVICES UNDER SECTION 21.1.2 OF THE ACT

Consolidation Period: From January 1, 2023 to the [e-Laws currency date](#).

Last amendment: 399/22.

Legislative History: 399/22.

This is the English version of a bilingual regulation.

Definitions

1. In this Regulation,

“cost apportioning agreement” means an agreement between an authority and one or more participating municipalities in the authority’s area of jurisdiction that,

- (a) is required under subsection 21.1.2 (2) of the Act on and after the transition date, and
- (b) apportions capital costs referred to in section 25 of the Act and operating expenses referred to in section 27 of the Act that are associated with the provision of certain programs and services under section 21.1.2 of the Act to the participating municipalities; (“entente de répartition des coûts”)

“inventory” means an inventory prepared by an authority of the authority’s programs and services; (“inventaire”)

“transition date” means the day prescribed under subsection 2 (1); (“date de transition”)

“transition period” means the period that begins on the 60th day after the day this Regulation comes into force and ends on the transition date. (“période de transition”)

Transition date

2. (1) January 1, 2024 is prescribed for the purposes of subsections 21.1.2 (2), 21.1.4 (1), 25 (1.1) and 27 (1.1) of the Act, as the day an authority is required to enter into one or more cost apportioning agreements with the participating municipalities.

- (2) For greater certainty, entering into a cost apportioning agreement before the transition date,
 - (a) demonstrates that the transition plan required under subsection 21.1.4 (1) of the Act has been successfully implemented so as to ensure the authority’s compliance with subsection 21.1.2 (2) of the Act; and
 - (b) ensures that, on and after the transition date, the authority,
 - (i) is not prohibited by subsection 21.1.2 (2) of the Act from providing any program or service under section 21.1.2 of the Act that requires financing by one or more participating municipalities,
 - (ii) is not prevented by subsection 25 (1.1) of the Act from including any capital costs that are connected to a project related to a program or service under section 21.1.2 of the Act in the apportionment of capital costs of projects among the participating municipalities under section 25 of the Act, and
 - (iii) is not prevented by subsection 27 (1.1) of the Act from including any operating expenses that are related to a program or service under section 21.1.2 of the Act in the apportionment of annual operating expenses among the participating municipalities under section 27 of the Act.

Transition plans

- 3. Every authority shall, on or before December 31, 2021,
 - (a) develop a transition plan that includes a timeline for the authority to meet the requirements for the first and second phases of the transition period, as set out in this Regulation;
 - (b) send a copy of the transition plan to each participating municipality in the authority’s area of jurisdiction and to the Ministry; and
 - (c) publish a copy of the transition plan on the authority’s website or make the transition plan available to the public by such other means as the authority considers advisable.

First and second phases of transition period requirements

4. Requirements for the first phase of the transition period must be met by February 28, 2022 and requirements for the second phase of the transition period must be met by the transition date.

First phase of transition period

5. (1) During the first phase of the transition period and no later than February 28, 2022, an authority shall,
- (a) prepare an inventory in accordance with paragraph 1 of subsection 21.1.4 (2) of the Act;
 - (b) circulate the inventory to all the participating municipalities in the authority's area of jurisdiction and, if the authority considers it advisable, to any other municipality with which the authority has entered into, or intends to enter into, a memorandum of understanding or other agreement;
 - (c) maintain a record of the municipalities referred to in clause (b) and the date upon which the inventory was circulated to each municipality; and
 - (d) provide the inventory and the record prepared under clause (c) to the Ministry.
- (2) The authority may make changes to the inventory after February 28, 2022 to address comments or other feedback submitted by a municipality referred to in clause (1) (b).
- (3) If changes are made to the inventory in accordance with subsection (2), the authority shall,
- (a) include the changed inventory in the next progress report required to be submitted to the Ministry under subsection 7 (2); and
 - (b) ensure that the progress report clearly describes the changes between the previous inventory and the changed inventory.

Inventory of programs and services

6. (1) An authority shall prepare an inventory to include in its transition plan in accordance with this section.
- (2) In preparing the inventory, the authority shall ensure that,
- (a) the inventory lists all the programs and services that the authority is providing as of February 28, 2022;
 - (b) the inventory lists all the programs and services described in subsection (7) that the authority intends to provide after February 28, 2022; and
 - (c) for each program or service listed in accordance with clause (a) or (b), the authority,
 - (i) estimates of the total annual cost of providing the program or service in the following manner and includes the estimate in the inventory:
 - (A) if the program or service has been provided by the authority for a period of five or more years, calculate the average annual cost of providing the program or service for five years,
 - (B) if the program or service has been provided by the authority for a period of less than five years, calculate the average annual cost of providing the program or service based on the period that the program was offered,
 - (C) if the program or service has not been provided by the authority but is intended to be provided after February 28, 2022, calculate the average annual cost of providing the program or service based on the authority's best assessment of what the costs will be and provide an explanation for the assessment, and
 - (D) if the authority is of the opinion that the average annual cost determined under sub-subclause (A) or (B) does not reflect the average annual cost to provide the program or service in the future, adjust the average annual cost and provide an explanation for this adjustment,
 - (ii) indicates the sources of funding available to cover the total annual cost estimated in subclause (i), including any municipal funding provided through municipal levy, provincial or federal funding, private funding or funding generated by the authority through user fees or otherwise, and
 - (iii) provides an estimate of the percentage of the total annual cost estimated in subclause (i) that each of the sources of funding referred to in subclause (ii) is expected to cover.
- (3) In the inventory, the authority shall classify all of the programs and services listed under clause (2) (a) according to the following categories of programs and services:
- 1. Category 1 programs and services - the mandatory programs and services provided under section 21.1 of the Act.
 - 2. Category 2 programs and services - the municipal programs and services provided under section 21.1.1 of the Act.
 - 3. Category 3 programs and services - the other programs and services provided under section 21.1.2 of the Act.

- (4) For each Category 1 program or service listed in the inventory under clause (2) (a), the authority shall,
- (a) indicate into which type of Category 1 programs and services it falls, based on the types of mandatory programs and services that are,
 - (i) described in paragraph 1 of subsection 21.1 (1) of the Act,
 - (ii) prescribed by regulation under paragraph 2 of subsection 21.1 (1) of the Act, and
 - (iii) described in subsection 21.1 (2) of the Act; and
 - (b) explain why, in the authority's opinion, each Category 1 program or service falls into the specified type of mandatory programs and services and, if the authority has concerns about how to classify certain programs and services, explain those concerns.
- (5) For each Category 2 program or service listed in the inventory under clause (2) (a), the authority shall include the following information:
1. The name of the municipality on behalf of which the program or service is provided.
 2. The date on which the authority and the municipality entered into a memorandum of understanding or another agreement with respect to the provision of the program or service.
- (6) For each Category 3 program or service listed in the inventory under clause (2) (a), the authority shall include the following information:
1. Whether or not the program or service was financed, in whole or in part, through municipal levies collected from participating municipalities.
 2. Whether or not the authority intends to seek to enter into a cost apportioning agreement with one or more participating municipalities to ensure all or part of the financing of the program or service after the transition date.
- (7) If an authority is aware on or before February 28, 2022 that it intends to provide a new Category 1, Category 2 or Category 3 program or service after February 28, 2022, the authority shall,
- (a) include the proposed program or service in the inventory;
 - (b) in the case of a Category 2 program or service, indicate in the inventory that the authority intends to enter into a memorandum of understanding or another agreement under section 21.1.1 of the Act with the municipalities on behalf of which the program or service will be provided; and
 - (c) in the case of a Category 3 program or service, indicate in the inventory whether the authority intends to seek to enter into a cost apportioning agreement with one or more participating municipalities to ensure all or part of the financing of the proposed program or service after the transition date.

Second phase of transition period

7. (1) During the second phase of the transition period and no later than the transition date, an authority shall,
- (a) consult with the participating municipalities on the inventory in accordance with paragraph 2 of subsection 21.1.4 (2) of the Act;
 - (b) take the necessary steps to seek to enter into cost apportioning agreements with the participating municipalities on or before the transition date in accordance with paragraph 3 of subsection 21.1.4 (2) of the Act and section 8 of this Regulation; and
 - (c) submit to the Ministry six progress reports that contain the information set out in subsection (3).
- (2) The authority shall submit the progress reports described in clause (1) (c) to the Ministry on the following dates:
1. July 1, 2022.
 2. October 1, 2022.
 3. January 1, 2023.
 4. April 1, 2023.
 5. July 1, 2023.
 6. October 1, 2023.
- (3) Each progress report shall contain,
- (a) any comments or other feedback submitted by a municipality referred to in clause 5 (1) (b) regarding the inventory;

- (b) a summary of any changes that the authority has made to the inventory to address comments or other feedback referred to in clause (a), including the changed inventory and a clear description of the changes between the previous inventory and the changed inventory;
- (c) an update on the progress of negotiations of cost apportioning agreements with the participating municipalities; and
- (d) an outline of any difficulties that the authority is experiencing that might affect the ability of the authority to conclude any cost apportioning agreements with one or more participating municipalities by the transition date.

Cost apportioning agreements

8. (1) An authority may enter into a cost apportioning agreement with one or more participating municipalities and the agreement may relate to one or more programs or services provided by the authority under section 21.1.2 of the Act. O. Reg. 687/21, s. 8 (1).

(2) In accordance with paragraph 2 of subsection 21.1.2 (2) of the Act, a cost apportioning agreement must specify the termination date of the agreement and require that the agreement be reviewed by the parties to the agreement within at least six months, or such longer period as may be specified in the agreement, before the termination date, for the purpose of determining whether the agreement is to be renewed by the parties. O. Reg. 687/21, s. 8 (2).

(3) If a cost apportioning agreement provides that the agreement terminates more than five years after the agreement is entered into, the agreement must also require that the parties to the agreement review the agreement every five years while the agreement is in effect, or at such earlier intervals as may be specified in the agreement. O. Reg. 687/21, s. 8 (3).

(4) A cost apportioning agreement must include provisions relating to,

(a) the early termination of the agreement by any party to the agreement, including,

(i) how notice of early termination is to be provided by one party to the other parties, and

(ii) a requirement that notice of early termination is required to be given at least 30 days before the early termination date or such greater period of time before the early termination date as may be specified in the agreement; and

(b) the resolution of disputes that may arise between the parties while the agreement is in effect, including the establishment of an alternative dispute resolution mechanism for the settling of disputes outside the court system. O. Reg. 687/21, s. 8 (4).

(4.1) If the Minister's published list under subsection 21.2 (2) of the Act lists a program or service provided by an authority under section 21.1.2 of the Act and specifies that a cost apportioning agreement may include provisions to establish a fee to be charged by an authority for the program or service, the parties to a cost apportioning agreement may permit the authority who is a party to the agreement to establish a fee for the program or service. O. Reg. 399/22, s. 1 (1).

(4.2) If the conditions under subsection (4.1) are met and the parties to a cost apportioning agreement permit the authority who is a party to the agreement to establish a fee for the program or service provided by the authority, the agreement must include provisions that,

(a) identify the program or service provided by the authority for which the authority may establish and charge a fee; and

(b) set out any procedures that must be followed before a fee is established by the authority, including consultations with each participating municipality that is a party to the agreement with the authority. O. Reg. 399/22, s. 1 (1).

(5) A cost apportioning agreement is not effective unless it is approved by a resolution of the municipal council of each participating municipality that is a party to the agreement. O. Reg. 687/21, s. 8 (5).

(6) REVOKED: O. Reg. 399/22, s. 1 (2).

Final submissions due at end of transition period

9. Within 30 days after the transition date, the authority shall submit to the participating municipalities and to the Ministry,

(a) the final version of the inventory; and

(b) confirmation that the authority has entered into all necessary cost apportioning agreements with the participating municipalities.

Extension of transition date

10. (1) For the purposes of subsections 25 (1.3) and 27 (1.3) of the Act, an authority may be granted an extension of time beyond the transition date in the following circumstances:

1. The authority submits a request for the extension to the Ministry on or before October 1, 2023.

2. The request demonstrates that additional time is required for any of the following reasons:

- i. The authority and one or more participating municipalities need time to conclude a cost apportioning agreement for a particular program or service that the authority intends to provide under section 21.1.2 of the Act after the transition date.
- ii. The authority needs more time to wind down a particular program or service that was provided by the authority under section 21.1.2 of the Act before the transition date but that will no longer be provided after the transition date.

(2) The length of the extension shall be specified in the notice given by a person designated by the Minister under subsection 25 (1.3) or 27 (1.3) of the Act.

11. OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION).

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Conservation Authorities Act

ONTARIO REGULATION 400/22 INFORMATION REQUIREMENTS

Consolidation Period: From July 1, 2022 to the [e-Laws currency date](#).

No amendments.

This is the English version of a bilingual regulation.

Definitions

1. In this Regulation,

“Category 2 programs and services” means the municipal programs and services that an authority provides under section 21.1.1 of the Act on behalf of a municipality situated in whole or in part within its area of jurisdiction; (“programmes et services de catégorie 2”)

“Category 3 programs and services” means programs and services that are not the mandatory programs and services required to be provided under section 21.1 of the Act or Category 2 programs and services but are other programs and services provided by an authority under section 21.1.2 of the Act. (“programmes et services de catégorie 3”)

Required information

2. (1) For the purpose of ensuring that the authority makes public on its website the following information related to the authority’s operations, every authority shall provide the following information to the Minister on or before January 1, 2023:

1. The name of every member of the authority and the participating municipality that appointed that member of the authority.
2. Contact information for every member of the authority, including every member’s phone number and email address.
3. The meeting schedule for the authority for the calendar year.
4. Meeting minutes and agendas for meetings of the authority or of its executive committee, including any attachments.
5. A list of each memorandum of understanding or such other agreement the authority has entered into, as of December 31, 2022, with a municipality under subsection 21.1.1 (1) of the Act in respect of Category 2 programs and services.
6. A list of each agreement that the authority has entered into, as of December 31, 2022, with a participating municipality under subsection 21.1.2 (2) of the Act in respect of Category 3 programs and services.
7. The by-laws of the authority made under section 19.1 of the Act.
8. The annual auditor’s report prepared under section 38 of the Act.
9. Any other document prepared by the authority, such as a strategic plan, that, in the opinion of the authority, it is appropriate to post on the Governance section of the authority’s website referred to in subsection 3 (2).

(2) If the authority publishes the information set out in subsection (1) on its website, the authority may comply with subsection (1) by providing the Minister with a link to the location where that information can be found on the authority’s website.

Publishing requirements

3. (1) Every authority shall publish the information set out in subsection 2 (1) by January 1, 2023.

(2) The information referred to in subsection (1) shall be published on a section of the authority’s website titled “Governance”.

(3) The Governance section referred to in subsection (2) shall be conspicuous and easily accessible from the home page of the authority’s website.

(4) A full copy of the documents referred to in paragraphs 5 and 6 of subsection 2 (1) shall be posted on the Governance section of the authority’s website.

(5) Despite subsection (4), the authority is not required to post the following on its website:

1. Any document referred to in paragraph 5 of subsection 2 (1) that is primarily related to procurement.

2. Any portion of the documents referred to in paragraphs 5 and 6 of subsection 2 (1) containing information that is referred to in sections 10 and 11 of the *Municipal Freedom of Information and Protection of Privacy Act*.

Notice to Minister

4. (1) The authority shall provide written notice to the Minister confirming the publication of information in accordance with section 3.
- (2) The notice shall include a link to the Governance section of the authority's website.

Information updates

5. (1) The authority shall update the Governance section of its website with any changes to the information set out in paragraphs 1, 2, 3, 4 and 7 of subsection 2 (1) in a timely manner.

(2) Subject to subsection 3 (5), if the authority enters into a new, or amends an existing, memorandum of understanding or other agreement with a municipality under subsection 21.1.1 (1) of the Act for Category 2 programs and services, the authority shall post the new or amended memorandum of understanding or other agreement on the Governance section of its website within 30 days.

(3) Subject to subsection 3 (5), if the authority enters into a new, or amends an existing, agreement with a participating municipality under subsection 21.1.2 (2) of the Act for Category 3 programs and services, the authority shall post the new or amended agreement on the Governance section of its website within 30 days.

(4) If the authority develops any document that has not been posted in accordance with paragraph 9 of subsection 2 (1) and section 3 and is of the opinion that it is appropriate to make the document publicly available by posting it on the Governance section of the authority's website, it shall post the document on the Governance section of its website in a timely manner.

(5) If the authority amends an existing document that has been posted by the authority on the Governance section of its website in accordance with paragraph 9 of subsection 2 (1) and section 3 or subsection (4) of this section, the authority shall post the amended document on the Governance section of its website in a timely manner.

(6) When the authority makes an auditor's report available to the public on its website under subsection 38 (4) of the Act, the authority shall post the report on the Governance section of its website.

Notice of updates

6. (1) Within 30 days of updating any information or documents in accordance with subsection 5 (2) or (3), the authority shall provide written notice to the Minister and publish a notice on its website.

(2) A notice required under subsection (1) shall include an explanation of the update, together with a link to the updated information.

Governance section of website

7. The authority may comply with a requirement to publish information or post a document on the Governance section of its website by posting a link on the Governance section of its website to the required information elsewhere on its website.

Municipal Freedom of Information and Protection of Privacy Act

8. For greater certainty, any information or document required to be published or posted by the authority under this Regulation is subject to the *Municipal Freedom of Information and Protection of Privacy Act*.

9. OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION).

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Conservation Authorities Act

ONTARIO REGULATION 402/22 BUDGET AND APPORTIONMENT

Consolidation Period: From April 20, 2022 to the [e-Laws currency date](#).

Note: THIS REGULATION IS NOT YET IN FORCE. It comes into force on July 1, 2023, the day subsection 24 (1) of Schedule 4 to the *Building Better Communities and Conserving Watersheds Act, 2017* comes into force.

No amendments.

This is the English version of a bilingual regulation.

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INTERPRETATION

Definitions

1. (1) In this Regulation,

“benefit-based apportionment method” means the method of apportioning an authority’s operating expenses and capital costs described in subsection 7 (6); («méthode de répartition fondée sur les avantages»)

“Category 1 CWA/LSPA operating expense or capital cost” means an operating expense or capital cost that is related to the provision of a Category 1 CWA/LSPA program or service; («dépense d’exploitation ou coût en immobilisations LES/LPLS de catégorie 1»)

“Category 1 CWA/LSPA programs and services” means the mandatory programs and services that an authority is required to provide under section 21.1 of the Act with respect to its duties, functions and responsibilities under the *Clean Water Act, 2006* and under the *Lake Simcoe Protection Act, 2008*; («programmes et services LES/LPLS de catégorie 1»)

“Category 1 operating expense or capital cost” means an operating expense or capital cost that is related to the provision of a Category 1 program or service; («dépense d’exploitation ou coût en immobilisations de catégorie 1»)

“Category 1 programs and services” means the mandatory programs and services that an authority is required to provide under section 21.1 of the Act; («programmes et services de catégorie 1»)

“Category 2 operating expense or capital cost” means an operating expense or capital cost that is related to the provision of a Category 2 program or service; («dépense d’exploitation ou coût en immobilisations de catégorie 2»)

“Category 2 programs and services” means the municipal programs and services that an authority provides under section 21.1.1 of the Act on behalf of a municipality situated in whole or in part within its area of jurisdiction; («programmes et services de catégorie 2»)

“Category 3 operating expense or capital cost” means an operating expense or capital cost that is related to the provision of a Category 3 program or service; («dépense d’exploitation ou coût en immobilisations de catégorie 3»)

“Category 3 programs and services” means programs and services that are not Category 1 or Category 2 programs and services but are other programs and services provided by an authority under section 21.1.2 of the Act; («programmes et services de catégorie 3»)

“general operating expense or capital cost” means an operating expense or capital cost that is not related to the provision of a program or service that an authority provides; («dépense d’exploitation générale ou coût en immobilisations général»)

“MCVA apportionment method” means a method of apportioning an authority’s operating expenses and capital costs that is based on the modified current value assessment of the properties within the authority’s area of jurisdiction and further described in subsections 7 (2), (3), (4) and (5); («méthode de répartition EVAM»)

“reduced capital costs” means the capital costs of an authority for a given year, as reduced under section 6; («coûts en immobilisations réduits»)

“reduced operating expenses” means the operating expenses of an authority for a given year, as reduced under section 6; («dépenses d’exploitation réduites»)

“specified municipality” means a specified municipality as defined in subsection 27.2 (1) of the Act. («municipalité précisée»)

(2) For the purposes of clause (e) of the definition of “operating expenses” in section 1 of the Act, any costs, other than capital costs in connection with a project, that support the operations of an authority are prescribed as operating expenses.

(3) For the purposes of the definitions of “Category 1 operating expense or capital cost”, “Category 2 operating expense or capital cost” and “Category 3 operating expense or capital cost” in subsection (1),

- (a) a capital cost shall be considered related to the provision of a Category 1, Category 2 or Category 3 program or service, as the case may be, if it is incurred in connection with a project that is related to the provision of the program or service; and
- (b) an operating expense that is incurred in connection with a project shall be considered related to the provision of a Category 1, Category 2 or Category 3 program or service, as the case may be, if the project is related to the provision of the program or service.

Budgetary matters

2. The following matters are prescribed as budgetary matters for the purposes of clause 14 (4.0.1) (d) of the Act:

1. Matters that are required to be voted on under this Regulation.
2. Matters relating to budget reallocations in a calendar year.
3. Matters relating to annual audits under section 38 of the Act.

BUDGET

Annual budget

3. Every authority shall prepare a budget for 2024 and for every subsequent calendar year in accordance with this Regulation.

Budgetary process

4. (1) An authority shall prepare the budget for a calendar year in accordance with the budgetary process set out in this Regulation.

(2) An authority shall begin the budgetary process for a given calendar year at such time during the preceding year as the authority determines and shall end the budgetary process at such time as the authority determines, subject to any timelines set out in this Regulation.

APPORTIONMENT

Determination of revenue, expenses and costs

- 5.** (1) During the first phase of the budgetary process for a given calendar year, the authority shall,
- (a) identify all of the authority's sources of revenue for the year, other than revenue from the apportionment of operating expenses and capital costs under sections 7 to 12, including,
 - (i) revenue from fees or charges paid to the authority,
 - (ii) revenue from donations and grants received by the authority,
 - (iii) self-generated revenue from fund-raising or other efforts made during the year to generate funds,
 - (iv) any amounts that the authority plans to obtain from its reserve funds to finance its capital costs and operations, including its programs and services, for the year,
 - (v) revenue made under agreements entered into under clause 21 (1) (n) of the Act, and
 - (vi) revenue from other sources;
 - (b) determine the amount of revenue from each of the sources identified under clause (a) and add those amounts to determine the authority's total revenue for the year;
 - (c) identify all of the authority's operating expenses for the year, as required under subsection 27 (1) of the Act, and categorize them as,
 - (i) Category 1 operating expenses,
 - (ii) Category 2 operating expenses,
 - (iii) Category 3 operating expenses, or
 - (iv) general operating expenses;
 - (d) determine the authority's total operating expenses for the year;
 - (e) identify all of the authority's capital costs for the year, as required under subsection 25 (1) of the Act, and categorize them as,
 - (i) Category 1 capital costs,
 - (ii) Category 2 capital costs,
 - (iii) Category 3 capital costs, or
 - (iv) general capital costs; and
 - (f) determine the authority's total capital costs for the year.

(2) If the Minister has consolidated two or more source protection areas into a drinking water source protection region under section 6 of the *Clean Water Act, 2006*,

- (a) the authority that is designated by the Minister as a lead source protection authority shall include under clause (1) (a) any revenue that it receives from other source protection authorities in the source protection region under an agreement entered into under subsection 6 (3) of the *Clean Water Act, 2006*; and
- (b) the authorities that are part of the source protection region but are not designated as the lead source protection authority shall identify under clause (1) (c) and (e) any operating expenses and capital costs that they are required to pay to the lead source protection authority under an agreement entered into under subsection 6 (3) of the *Clean Water Act, 2006*.

Determination of reduced amounts to be apportioned

6. For the purposes of subsections 25 (1) and 27 (1) of the Act, the authority shall, with respect to each operating expense and capital cost identified under clauses 5 (1) (c) and (e), determine which portion of the operating expense or capital cost will be apportioned to participating municipalities by,

- (a) determining if there are any restrictions or rules with respect to the use of revenue from certain sources by the authority;

- (b) determining if, in the authority's opinion, the operating expense or capital cost can or should be offset, in whole or in part, by any of the revenue identified in clause 5 (1) (a) and the extent to which it should be offset; and
- (c) applying such part of the revenue from a source identified in clause 5 (1) (a) as the authority determines is appropriate to the operating expense or capital cost so as to reduce it.

Methods of apportionment

7. (1) Subject to subsections 8 to 11, an authority may apportion a reduced operating expense or a reduced capital cost among its participating municipalities in accordance with one of the following methods of apportionment:

1. The MCVA apportionment method described in subsections (2), (3), (4) and (5).
2. The benefit-based apportionment method described in subsection (6).

(2) Under the MCVA apportionment method, the portion of a reduced operating expense or of a reduced capital cost to be apportioned to a participating municipality shall be based on the ratio that the participating municipality's modified current value assessment bears to the authority's modified current value assessment.

(3) For the purposes of subsection (2), a participating municipality's modified current value assessment shall be determined as follows:

1. For each of the property classes set out in Column 2 of the Table to this subsection, determine the sum of the current value assessment for all the properties in the municipality that are in the property class, if any.
2. Multiply the current value assessment for each property class by the factor set out in Column 3 of the Table to this subsection opposite the property class.
3. Determine the sum of the amounts obtained under paragraph 2.
4. Multiply the sum obtained under paragraph 3 by a percentage based on one of the following ratios:
 - i. If apportioning an operating expense or capital cost that is related to a program or service provided under the *Clean Water Act, 2006*, the ratio of the amount of the municipality's land that is in the source protection area for which the authority is the source protection authority under that Act to the total amount of land in the municipality.
 - ii. If apportioning any other operating expense or capital cost, the ratio of the amount of the municipality's land that is in the jurisdiction of the authority under the Act to the total amount of land in the municipality.

TABLE
PROPERTY CLASSES AND FACTORS

Column 1 Item	Column 2 Property Class	Column 3 Factor
1.	Residential/Farm	1
2.	Multi-residential	2.1
3.	Commercial	2.1
4.	Industrial	2.1
5.	Farmlands	0.25
6.	Pipe lines	1.7
7.	Managed Forests	0.25
8.	New multi-residential	2.1
9.	Office Building	2.1
10.	Shopping Centre	2.1
11.	Parking lots and Vacant land	2.1
12.	Large industrial	2.1

(4) Despite subsection (3), if a participating municipality is a regional municipality, the modified current value assessment for the regional municipality shall be equal to the sum of the modified current value assessment for all of the local municipalities in the regional municipality, as determined under subsection (3).

(5) For the purposes of subsection (2), an authority's modified current value assessment shall be equal to the sum of the modified current value assessments for,

- (a) if apportioning an operating expense or a capital cost that is related to a program or service provided under the *Clean Water Act, 2006*, every participating municipality in the source protection area for which the authority is a source protection authority under that Act; and
- (b) if apportioning any other operating expense or capital cost, every participating municipality within the authority's area of jurisdiction.

- (6) Under the benefit-based apportionment method, the authority shall apportion an operating expense or capital cost by,
 - (a) evaluating the benefit that each participating municipality obtains from the program or service to which the operating expense or capital cost is related; and
 - (b) allocating to each participating municipality a portion of the reduced operating expense or reduced capital cost that is based on the ratio of the benefit afforded to the participating municipality by the program or service referred to in clause (a), relative to the overall benefit afforded by the program or service to all benefitting participating municipalities.

Category 1 operating expenses and capital costs

8. (1) Before apportioning a Category 1 operating expense or capital cost, an authority shall make the following determinations:

1. Whether the related Category 1 program or service,
 - i. benefits all of the participating municipalities within the authority's area of jurisdiction, or
 - ii. benefits one or more, but not all, of the participating municipalities within the authority's area of jurisdiction.
2. If the related Category 1 program or service benefits all of the participating municipalities within the authority's area of jurisdiction, whether one or more of the participating municipalities' benefit from the Category 1 program or service is disproportionate to the benefit obtained by the other participating municipalities.
3. In the case of a Category 1 CWA/LSPA operating expense or capital cost, a determination made in accordance with Ontario Regulation 401/22 (Determination of Amounts under Subsection 27.2 (2) of the Act) made under the Act that,
 - i. the related Category 1 CWA/LSPA program or service benefits one or more of the authority's specified municipalities, and
 - ii. the benefitting specified municipalities owe or will owe amounts with respect to the program or service under subsection 27.2 (2) of the Act.

(2) An authority shall use the MCVA apportionment method to apportion the reduced operating expense or reduced capital cost for Category 1 operating expenses and capital costs, subject to subsection (3).

(3) An authority shall use the benefit-based apportionment method to apportion the reduced operating expense or reduced capital cost for a Category 1 operating expense or capital cost if the authority has determined under subsection (1) that the related Category 1 program or service,

- (a) benefits one or more, but not all, of the participating municipalities within the authority's area of jurisdiction; or
- (b) benefits all of the participating municipalities within the authority's area of jurisdiction but one or more of the participating municipalities is provided with a benefit that is disproportionate to the benefit provided to the other participating municipalities.

(4) An authority shall apportion a Category 1 CWA/LSPA operating expense or capital cost in accordance with subsections (2) and (3), except if the authority has determined under Ontario Regulation 401/22 that,

- (a) the related Category 1 CWA/LSPA program or service benefits one or more of its specified municipalities; and
- (b) the benefitting specified municipality owes or will owe amounts under subsection 27.2 (2) of the Act.

(5) In the case of Category 1 CWA/LSPA operating expense or capital cost described in clauses (4) (a) and (b), the apportionment of the operating expense or capital cost conducted under Ontario Regulation 401/22 to determine the amounts owing under subsection 27.2 (2) of the Act by specified municipalities shall be considered an apportionment under this Regulation and used to determine the portion of the operating expense or capital cost to be apportioned to each participating municipality within the authority's area of jurisdiction.

Category 2 operating expenses and capital costs

9. When apportioning a Category 2 operating expense or capital cost, an authority shall apportion the reduced operating expense or the reduced capital cost, as the case may be, in its entirety, to the participating municipality that has entered into a memorandum of understanding or other agreement with the authority under section 21.1.1 of the Act for the authority to provide the Category 2 program or service on the municipality's behalf.

Category 3 operating expenses and capital costs

10. (1) When apportioning a Category 3 operating expense or capital cost, an authority shall apportion the reduced operating expense or the reduced capital cost, as the case may be, among the participating municipalities that entered into an agreement described in subsection 21.1.2 (2) of the Act in accordance with that agreement.

(2) Despite subsection (1), if the agreement described in subsection 21.1.2 (2) of the Act does not address how to apportion a Category 3 operating expense or capital cost, the authority shall apportion the reduced operating expense or the reduced capital cost, as the case may be, in the following manner:

1. Subject to subparagraph 2 i, if all of the participating municipalities within the authority's area of jurisdiction have entered into the agreement described in subsection 21.1.2 (2) of the Act, by using the MCVA apportionment method.
2. By using the benefit-based apportionment method if,
 - i. all of the participating municipalities within the authority's area of jurisdiction have entered into the agreement described in subsection 21.1.2 (2) of the Act but, in the authority's opinion, one or more participating municipalities obtains a benefit from the related Category 3 program or service that is disproportionate to the benefit obtained by the other participating municipalities, or
 - ii. one or more, but not all, of the participating municipalities within the authority's area of jurisdiction have entered into the agreement described in subsection 21.1.2 (2) of the Act.

General operating expenses and capital costs

11. When apportioning a general operating expense or capital cost, an authority shall use the MCVA apportionment method to apportion the reduced operating expense or capital cost, as the case may be.

Agreements

12. Despite sections 7 to 11, where an authority has entered into an agreement with its participating municipalities with respect to the apportionment of the following operating expenses or capital costs, the apportionment of the reduced operating expense or the reduced capital cost, as the case may be, shall be in accordance with the agreement:

1. Category 1 operating expenses that are related to a Category 1 program or service that benefits one or more, but not all, of the participating municipalities within the authority's area of jurisdiction.
2. Category 1 capital costs.
3. Category 1 CWA/LSPA operating expenses and capital costs.
4. General capital costs.

DRAFT BUDGET AND CONSULTATIONS

Draft budget

13. (1) After having determined the apportionment of operating expenses and capital costs, an authority shall begin the second phase of the budgetary process by preparing a draft budget.

(2) The draft budget for any given year shall set out:

1. The authority's total revenue for the year, as determined under clause 5 (1) (b).
2. The sources of the revenue for the year referred to in subclauses 5 (1) (a) (i) to (vi) and the amount of the revenue from each such source, as determined under clause 5 (1) (b).
3. The authority's total operating expenses for the year, as determined under clause 5 (1) (d), and a list of operating expenses setting out as separate amounts,
 - i. Category 1 operating expenses related to each Category 1 program and service,
 - ii. Category 2 operating expenses related to each Category 2 program and service,
 - iii. Category 3 operating expenses related to each Category 3 program and service, and
 - iv. general operating expenses.
4. The authority's total capital costs for the year as determined under clause 5 (1) (f), and a list of capital costs setting out as separate amounts,
 - i. Category 1 capital costs related to each Category 1 program and service,
 - ii. Category 2 capital costs related to each Category 2 program and service,
 - iii. Category 3 capital costs related to each Category 3 program and service, and
 - iv. general capital costs.
5. The amount of revenue that the authority will obtain during the year from the apportionment of operating expenses and capital costs under sections 7 to 12 to its participating municipalities, and the portion of this revenue that each participating municipality shall pay.

6. The amount of revenue that the authority will obtain during the year from amounts to be paid by specified municipalities under section 27.2 of the Act, as determined under Ontario Regulation 401/22 (Determination of Amounts under Subsection 27.2 (2) of the Act) made under the Act, and the portion of this revenue that each specified municipality shall pay.
7. If the authority considered opportunities to raise and use self-generated revenue to help finance the authority's operations, including the programs and services it provides, a description of what the authority considered.
8. Any additional financial information that the authority considers relevant to include.

Meeting on draft budget

- 14.** (1) An authority shall hold a meeting to,
- (a) consider the draft budget for a given year; and
 - (b) decide whether or not to approve the draft budget for consultation purposes.
- (2) The authority shall give notice of the meeting on a draft budget for a given year to a specified municipality if,
- (a) the authority has determined under subsection 27.2 (2) of the Act that the specified municipality owes or will owe amounts for the year in connection with Category 1 CWA/LSPA programs and services; and
 - (b) the amounts owing or to be owed, as determined under sections 5 to 8 of Ontario Regulation 401/22 (Determination of Amounts under Subsection 27.2 (2) of the Act) made under the Act, are set out in the draft budget.
- (3) At a meeting held under this section, the authority shall hold a vote on whether to approve the draft budget for consultation purposes.
- (4) If notice of the meeting has been given under subsection (2) to a specified municipality that is designated as a participating municipality under the *Clean Water Act, 2006*, the authority shall, before voting on approving the draft budget under subsection (3),
- (a) convene the members appointed by the municipalities designated as participating municipalities under the *Clean Water Act, 2006*; and
 - (b) hold a vote of the members referred to in clause (a) to approve, for consultation purposes, the portion of the draft budget relating to programs and services provided by the authority under the *Clean Water Act, 2006*.
- (5) If notice of the meeting has been given under subsection (2) to a specified municipality that is designated as a participating municipality under the *Lake Simcoe Protection Act, 2008*, the authority shall, before voting on approving the draft budget under subsection (3),
- (a) convene the members appointed by the municipalities designated as participating municipalities under the *Lake Simcoe Protection Act, 2008*; and
 - (b) hold a vote of the members referred to in clause (a) to approve, for consultation purposes, the portion of the draft budget relating to programs and services provided by the authority under the *Lake Simcoe Protection Act, 2008*.
- (6) For greater certainty, for the purposes of a vote held under subsection (4) or (5), section 16 of the Act applies except that the members appointed by the specified municipalities shall be included when determining the quorum and shall be entitled to vote.

Consultations

- 15.** (1) If an authority approves a draft budget for consultation purposes under section 14, the authority shall,
- (a) send to each participating municipality, and to any specified municipality, a copy of the draft budget and of all financial information relating to the apportionment of operating expenses and capital costs; and
 - (b) make a copy of the draft budget and of the financial information referred to in clause (a) available to the public by posting them on the section of the authority's website entitled "Governance" and by any other means the authority considers appropriate.
- (2) An authority shall carry on such consultations with participating municipalities and specified municipalities affected by the draft budget as are necessary to finalize the annual budget.

APPROVAL OF APPORTIONMENT UNDER SUBSECTIONS 25 (1) AND 27 (1) OF THE ACT AND AMOUNTS OWING UNDER SUBSECTION 27.2 (2) OF THE ACT

Meeting on apportionment, etc.

- 16.** At the beginning of the third phase of the budgetary process, an authority shall hold a meeting to approve,
- (a) the apportionment of operating expenses and capital costs to participating municipalities under subsections 25 (1) and 27 (1) of the Act, as determined under sections 7 to 12; and

- (b) the apportionment of any Category 1 CWA/LSPA operating expenses and capital costs among participating and specified municipalities in accordance with Ontario Regulation 401/22 (Determination of Amounts under Subsection 27.2 (2) of the Act) made under the Act.

Notice of meeting

17. (1) An authority shall give notice of a meeting under section 16 to all participating municipalities and to any specified municipality that is entitled to receive notice of the meeting under subsection (2).

(2) The authority shall give notice of a meeting under section 16 to a specified municipality if, after consultations held under section 15, the authority has determined under section 3 of Ontario Regulation 401/22 (Determination of Amounts under Subsection 27.2 (2) of the Act) made under the Act that the specified municipality should be required to pay amounts owing under subsection 27.2 (2) of the Act for the budget year in connection with Category 1 CWA/LSPA programs and services.

(3) The notice of meeting shall be given at least 30 days before the meeting.

(4) The notice of meeting shall include,

(a) a copy of the most recent draft of the budget; and

(b) the amount of the reduced operating expenses and reduced capital costs that the participating municipality or specified municipality that is given notice will be required to pay for the year.

Voting on apportionment, etc.

18. (1) At a meeting under section 16, an authority shall,

(a) if the apportionment of any Category 1 CWA/LSPA operating expenses and capital costs among participating municipalities and specified municipalities is on the meeting agenda, hold such votes as are necessary with respect to the apportionment of those operating expenses and capital costs before voting on the apportionment of any other operating expenses and capital costs; and

(b) after votes have been held under clause (a), if any, hold such votes as are necessary on the apportionment of other operating expenses and capital costs among participating municipalities.

(2) Despite section 16 of the Act,

(a) on a vote under clause (1) (a) with respect to an apportionment of the Category 1 CWA/LSPA operating expenses and capital costs, a person appointed by a specified municipality shall be entitled to vote as a member of the authority and shall be included in the quorum of members required for the purposes of that vote; and

(b) any vote held at a meeting under section 16, including a vote on which members appointed by specified municipalities are entitled to vote, shall be carried by a weighted majority in accordance with section 19.

(3) All votes held at a meeting under section 16 shall be recorded.

Weighted majority vote

19. The following rules apply to a vote that is to be carried by a weighted majority:

1. Each member's vote shall be weighted according to the ratio that the modified current value assessment for the municipality that appointed the member bears to the authority's modified current value assessment.

2. A weighted majority requires 51 per cent or more of the total weighted value for all of the votes cast.

3. In the case of tie vote, the vote is lost.

4. If a municipality appoints more than one member to the authority, each of those members' votes shall be equal to the municipality's weighted vote divided by the number of members the municipality appoints to the authority.

5. A municipality shall not have a weighted vote of more than 50 per cent of the total weighted value for all of the votes to be cast unless the municipality appoints more than 50 per cent of the members to the authority.

Notice to pay

20. (1) An authority shall not send a notice of apportionment to a participating municipality under subsection 25 (2) or 27 (3) of the Act until a vote has been held at a meeting under section 16 with respect to the apportionment under section 25 or 27 of the Act.

(2) An authority shall not send a notice under subsection 27.2 (3) of the Act setting out the amounts owing by a specified municipality with respect to a Category 1 CWA/LSPA program or service until a vote has been held at a meeting under section 16 of this Regulation with respect to the apportionment of the related Category 1 CWA/LSPA operating expenses and capital costs under subsection 27.2 (2) of the Act.

FINAL BUDGET

Final budget

- 21.** (1) An authority shall prepare a final budget as part of the final phase of the budgetary process.
- (2) The final budget shall meet all the requirements of a draft budget under subsection 13 (2), subject to subsection (3).
- (3) The amounts in the final budget shall reflect the matters agreed to during consultations under section 15 and the amounts voted on during a meeting held under section 16.

Meeting

- 22.** An authority shall hold a meeting of its members to approve the final budget.

Vote

- 23.** (1) The vote to approve the final budget shall be carried by a majority of votes.
- (2) Despite subsection (1), the vote to approve the final budget shall be carried by a weighted majority in accordance with section 19 if required to do so by the authority's by-laws.
- (3) A vote held to approve the final budget shall be recorded.

Providing copies and posting of budget

- 24.** Promptly after the final budget is approved by participating municipalities, the authority shall end the budgetary process for a given year by,
- (a) providing a copy of the final budget to the Minister and to each of the authority's participating municipalities and specified municipalities; and
- (b) making a copy of the final budget available to the public by posting it on the section of the authority's website entitled "Governance" and by any other means the authority considers appropriate.
- 25.** OMITTED (REVOKES OTHER REGULATIONS).
- 26.** OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION).

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Français

Conservation Authorities Act

ONTARIO REGULATION 686/21 MANDATORY PROGRAMS AND SERVICES

Consolidation Period: From January 1, 2023 to the [e-Laws currency date](#).

Last amendment: 594/22.

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This is the English version of a bilingual regulation.

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RISK OF NATURAL HAZARDS

Risk of certain natural hazards

1. (1) An authority shall provide the programs and services set out in sections 2 to 8 related to the following types of natural hazards:

1. Dynamic beach hazard.
2. Erosion hazard.
3. Flooding hazard.
4. Hazardous lands.
5. Hazardous sites.
6. Low water or drought conditions.

(2) The authority shall design the programs and services referred to in subsection (1) to achieve the following objectives:

1. Developing an awareness of the areas that are important for the management of the natural hazards referred to in subsection (1) that are within the authority's area of jurisdiction, including,
 - i. wetlands,
 - ii. river or stream valleys,

- iii. areas that are adjacent to or close to the shoreline of the Great Lakes-St. Lawrence River System or to an inland lake and that may be affected by flooding, erosion or dynamic beach hazards, and
- iv. unstable soils or bedrock.

2. Understanding the risks related to natural hazards referred to in subsection (1), including how these risks may be affected by climate change.
3. Managing the risks related to natural hazards referred to in subsection (1), including preventing or mitigating those risks.
4. Promoting public awareness of the risks related to natural hazards described in subsection (1).

(3) Where the authority considers it advisable to help ensure it complies with its obligation to provide the programs and services described in sections 2 to 8, the authority shall, to the extent it considers appropriate, ensure those programs and services include the following components:

1. The collection, provision and management of information enabling the authority to,
 - i. delineate and map areas of natural hazards within its area of jurisdiction,
 - ii. study surface water hydrology and hydraulics, including surface water flows and levels, and the related interactions between surface and ground water,
 - iii. study stream morphology,
 - iv. study the potential effects of climate change on natural hazards, and
 - v. study the management of natural hazards.
2. The development of plans and policies that will support the delivery of those programs and services.
3. Public awareness, education and outreach components related to the risk of natural hazards within the authority's area of jurisdiction.
4. Consultation on the development and provision of those programs and services.

(4) In this section, "dynamic beach hazard", "erosion hazard", "flooding hazard", "hazardous sites", "hazardous lands" and "wetland" have the same meaning as in the Provincial Policy Statement, 2020 issued under section 3 of the *Planning Act*.

Flood forecasting and warning

2. (1) An authority shall provide programs and services to support its functions and responsibilities related to flood forecasting and warning as set out in subsection (2).

(2) The authority's functions and responsibilities with respect to flood forecasting and warning mentioned in subsection (1) are the following:

1. Maintaining information on surface water hydrology and the areas within the authority's area of jurisdiction that are vulnerable to flooding events.
2. Developing operating procedures for flood forecasting and warning, including flood contingency procedures to ensure continuity of an authority's operations in respect of flood forecasting and warning.
3. Maintaining a stream flow monitoring network that, at a minimum, includes stream flow gauges available as part of the provincial-federal hydrometric network and, where the authority considers it advisable, includes additional local stream flow gauges.
4. Monitoring of weather and climate information, snow surveys and observed water levels and flows utilizing local, provincial and federal data sources.
5. Analysis of local surface water hydrologic conditions related to flood potential and risk, including flood forecasting, to understand and quantify the response and potential impacts within watersheds to specific events and conditions.
6. Communications to inform persons and bodies that the authority considers advisable of the potential or actual impact of flood events in a timely manner.
7. Provision of ongoing information and advice to persons and bodies mentioned in paragraph 6 to support,
 - i. emergency and flood operations during a flood event, and
 - ii. documentation of flood events.

Drought or low water response

3. (1) An authority shall provide programs and services to support its functions and responsibilities to facilitate drought and low water forecasting and warning as set out in subsection (2). O. Reg. 686/21, s. 3 (1).

(2) The authority's functions and responsibilities with respect to drought and low water forecasting and warning mentioned in subsection (1) are the following:

1. Maintaining information on surface water hydrology and the areas within the authority's area of jurisdiction that are vulnerable to drought or low water events.
2. Maintaining a stream flow monitoring network that, at a minimum, includes stream flow gauges available as part of the provincial-federal hydrometric network and, where the authority considers it advisable, includes additional local stream flow gauges.
3. Monitoring of weather and climate information, snow surveys and water levels and flows utilizing local, provincial and federal data sources.
4. Analysis of local surface water hydrologic conditions related to risk of drought and low water events.
5. Gathering information to determine when low water levels exist within the authority's area of jurisdiction and initiating and maintaining the appropriate response to confirmed low water levels in accordance with the document entitled Ontario Low Water Response, dated March 2010, and available on request from the Ministry of Natural Resources and Forestry, as amended from time to time.
6. Communications to inform persons or bodies that the authority considers advisable of the potential or actual impact of drought and low water events in a timely manner.
7. Provision of ongoing information and advice to persons and bodies mentioned in paragraph 6 to support,
 - i. emergency and drought or low water activities during a drought or low water event, and
 - ii. documentation of drought and low water events. O. Reg. 686/21, s. 3 (2); O. Reg. 594/22, s. 1.

Ice management

4. (1) An authority shall provide programs and services for ice management within its area of jurisdiction, if the authority determines that ice management is necessary to reduce the risks associated with natural hazards referred to in subsection 1 (1).

(2) Programs or services provided under subsection (1) shall include the development and implementation of an ice management plan on or before December 31, 2024 that identifies,

- (a) how ice within the authority's area of jurisdiction may increase the risk of natural hazards; and
- (b) the steps that are necessary to mitigate these risks, including identifying equipment and resources needed to carry out these steps.

(3) An authority may update the ice management plan referred to in subsection (2) from time to time as the authority considers it advisable.

Infrastructure

5. (1) Subject to subsection (3), an authority shall provide programs and services that support the operation, maintenance, repair and decommissioning of the following types of infrastructure the authority owns or manages:

1. Any water control infrastructure, the purpose of which is to mitigate risks to life and damage to property resulting from flooding or to assist in flow augmentation.
2. Any erosion control infrastructure.

(2) Programs or services provided under subsection (1) shall include the following components:

1. The development and implementation of an operational plan on or before December 31, 2024.
2. The development and implementation of an asset management plan on or before December 31, 2024.
3. The undertaking of any technical or engineering studies necessary to ensure the proper operation and maintenance of the infrastructure to which the program or service applies.

(3) If an authority enters into an agreement with an owner of infrastructure mentioned in paragraph 1 or 2 of subsection (1) to manage the infrastructure on the owner's behalf, the authority shall provide the programs and services to operate, maintain, repair and decommission the infrastructure only in accordance with its obligations under the agreement.

(4) An authority may update the plans mentioned in paragraphs 1 and 2 of subsection (2), from time to time, as the authority considers it advisable.

Comment re applications, proposals

6. (1) An authority shall provide programs and services to enable the authority to review proposals made under an Act mentioned in subsection (2) for the purpose of commenting on the risks related to natural hazards arising from the proposal where the authority considers it advisable.

(2) The Acts referred to in subsection (1) are the following:

1. The *Aggregate Resources Act*.
2. The *Drainage Act*.
3. The *Environmental Assessment Act*.
4. The *Niagara Escarpment Planning and Development Act*.

Plan review, comments

7. (1) An authority shall provide programs and services to ensure the authority satisfies the functions and responsibilities set out in subsection (2), whether acting on behalf of the Ministry of Natural Resources and Forestry or in its capacity as a public body under the *Planning Act*, for the purposes of helping to ensure that the decisions under that Act are,

- (a) consistent with the natural hazards policies in the policy statements issued under section 3 of the *Planning Act*, but not including those policies related to hazardous forest types for wildland fire; and
- (b) where applicable, conform with any natural hazards policies included in a provincial plan as defined in section 1 of the *Planning Act*, but not including those policies related to hazardous forest types for wildland fire. O. Reg. 686/21, s. 7 (1); O. Reg. 594/22, s. 1.

(2) The functions and responsibilities mentioned in subsection (1) are the following:

1. Reviewing applications or other matters under the *Planning Act* and, where the authority considers it advisable, providing comments, technical support or information to the responsible planning authority under that Act for the purposes set out in subsection (1).
2. When requested to by the Ministry of Municipal Affairs and Housing, providing comments directly to the Ministry within the timeframes requested by the Ministry on applications or other matters under the *Planning Act*.
3. When requested to by a municipality or planning board, providing advice, technical support, training and any information the municipality or planning board requires for the purposes set out in subsection (1).
4. Apprising the Ministry of Municipal Affairs and Housing of any applications or matters under the *Planning Act* where the authority is of the opinion that there is an application or other matter that should be brought to the attention of the Government of Ontario.
5. Providing technical input into and participating in provincial review of applications for approval of a “Special Policy Area” within the meaning of the Provincial Policy Statement, 2020 issued under section 3 of the *Planning Act*.
6. When requested to by the Ministry of Municipal Affairs and Housing, providing support to the Ministry in appeals on applications or other matters under the *Planning Act* on behalf of the Province at the Ontario Land Tribunal for the purposes set out in subsection (1).
7. Undertaking an appeal to the Ontario Land Tribunal of a decision under the *Planning Act* as a public body in accordance with that Act if,
 - i. the appeal relates to a purpose described in subsection (1), and
 - ii. the authority considers it advisable. O. Reg. 686/21, s. 7 (2).

Administering and enforcing the Act

8. An authority shall provide programs and services to ensure that the authority carries out its duties, functions and responsibilities to administer and enforce the following:

1. Section 28 of the Act.
2. The regulations made by the authority under section 28 of the Act.
3. Section 28.0.1 of the Act.
4. Section 30.1 of the Act.

Note: On the day subsection 15 (2) of Schedule 6 to the *Protect, Support and Recover from COVID-19 Act (Budget Measures)*, 2020 comes into force, section 8 of the Regulation is revoked and the following substituted: (See: O. Reg. 686/21, s. 16)

Administering and enforcing the Act

8. An authority shall provide programs and services to ensure that the authority satisfies its duties, functions and responsibilities to administer and enforce the provisions of Parts VI and VII of the Act and any regulations made under those Parts. O. Reg. 686/21, s. 16.

CONSERVATION AND MANAGEMENT OF LANDS

Required components

9. (1) Programs and services provided by an authority with respect to the conservation and management of lands under subparagraph 1 ii of subsection 21.1 (1) of the Act shall include the following:

1. A conservation area strategy, prepared on or before December 31, 2024 for all lands owned or controlled by the authority, including any interests in land registered on title, that meets the requirements set out in section 10.
2. Where the authority considers it advisable to achieve the objectives referred to in paragraph 1 of subsection 10 (1),
 - i. programs and services to secure the authority's interests in its lands that include measures for fencing, signage, patrolling and any other measures to prevent unlawful entry on the authority's land and to protect the authority from exposure to liability under the *Occupiers' Liability Act*,
 - ii. programs and services to maintain any facilities, trails or other amenities that support public access and recreational activities in conservation areas and that can be provided without the direct support or supervision of staff employed by the authority or by another person or body,
 - iii. programs and services to enable the authority, in its capacity as an owner of land, to make applications or comment on matters under the *Planning Act*,
 - iv. programs and services to conserve, protect, rehabilitate, establish, and manage natural heritage located within the lands owned or controlled by the authority,
 - v. programs and services to plant trees on lands owned or controlled by the authority, excluding commercial logging, and
 - vi. the development of one or more policies governing land acquisitions and land dispositions.
3. A land inventory, prepared on or before December 31, 2024, that meets the requirements set out in section 11.
4. Programs and services to ensure that the authority carries out its duties, functions and responsibilities to administer regulations made under section 29 of the Act.

(2) For greater certainty, programs and services with respect to the conservation and management of lands under subparagraph 1 ii of subsection 21.1 (1) of the Act do not apply to any lands where the authority has no legal interest in the lands registered on title and the authority has entered into an agreement with another person or body to manage the lands on the person's or body's behalf.

Conservation area strategy

10. (1) A conservation area strategy referred to in paragraph 1 of subsection 9 (1) shall include the following components:

1. Objectives established by the authority that will inform the authority's decision-making related to the lands it owns and controls, including decisions related to policies governing the acquisition and disposition of such lands.
2. Identification of the mandatory and non-mandatory programs and services that are provided on land owned and controlled by the authority, including the sources of financing for these programs and services.
3. Where the authority considers it advisable to achieve the objectives referred to in paragraph 1, an assessment of how the lands owned and controlled by the authority may,
 - i. augment any natural heritage located within the authority's area of jurisdiction, and
 - ii. integrate with other provincially or municipally owned lands or other publicly accessible lands and trails within the authority's area of jurisdiction.
4. The establishment of land use categories for the purpose of classifying lands in the land inventory described in section 11 based on the types of activities that are engaged in on each parcel of land or other matters of significance related to the parcel.
5. A process for the periodic review and updating of the conservation area strategy by the authority, including procedures to ensure stakeholders and the public are consulted during the review and update process.

(2) The authority shall ensure stakeholders and the public are consulted during the preparation of the conservation area strategy in a manner that the authority considers advisable.

(3) The authority shall ensure that the conservation area strategy is made public on the authority's website, or by such other means as the authority considers advisable.

Land inventory

11. (1) The land inventory referred to in paragraph 3 of subsection 9 (1) shall include the following information for every parcel of land the authority owns or controls:

1. The location of the parcel.
2. The identification of any information the authority has in its possession in respect of the parcel, including any surveys, site plans or other maps.
3. When the authority acquired the parcel.
4. Whether the parcel was acquired using a grant made under section 39 of the Act.
5. Whether the parcel was acquired through an expropriation.
6. Whether the authority owns the parcel or has a registered legal interest in the parcel, including an easement.
7. Identification of the land use categories mentioned in paragraph 4 of subsection 10 (1) that apply to the parcel.
8. For the purpose of ensuring a program or service is not included as a mandatory program or service under subparagraph 2 ii or v of subsection 9 (1), identification of whether,
 - i. a recreational activity is provided on the parcel that requires the direct support or supervision of staff employed by the authority or by another person or body, or
 - ii. commercial logging is carried out on the parcel.
9. Whether or not the parcel or a portion of the parcel is suitable for the purposes of housing and housing infrastructure development, including identifying,
 - i. any applicable zoning by-law passed under section 34 or 38 of the *Planning Act* or any predecessor of them,
 - ii. if the parcel or a portion of the parcel augments any natural heritage located within the authority's area of jurisdiction, and
 - iii. if the parcel or a portion of the parcel integrates with other provincially or municipally owned lands or other publicly accessible lands and trails within the authority's area of jurisdiction. O. Reg. 686/21, s. 11 (1); O. Reg. 594/22, s. 2.

(2) The land inventory shall include a process for the periodic review and updating of the inventory by the authority. O. Reg. 686/21, s. 11 (2).

OTHER PROGRAMS AND SERVICES**Required components**

12. (1) An authority shall provide the following programs and services in accordance with paragraph 2 of subsection 21.1 (1) of the Act:

1. Programs and services to support the authority's functions and responsibilities related to the implementation and enhancement of the provincial groundwater monitoring program in accordance with subsection (2).
2. Programs and services to support the authority's functions and responsibilities related to the implementation and enhancement of the provincial stream monitoring program in accordance with subsection (3).
3. 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, in accordance with subsection (4).

(2) The authority shall perform the following functions and responsibilities with respect to supporting the implementation and enhancement of the Ministry's provincial groundwater monitoring program mentioned in paragraph 1 of subsection (1):

1. Collecting groundwater samples from wells that are part of the groundwater monitoring program.
2. Submitting samples and associated site information to a laboratory approved by the Ministry for analysis of parameters required by the groundwater monitoring program.
3. Collecting in-field groundwater data and in-field weather data for submission to the Ministry from sites that are part of the groundwater monitoring program.
4. Assessing and maintaining groundwater monitoring program sites and wells for safety and access.
5. Complying with the Ministry's procedures if a sample exceeds a drinking water quality standard set out in Ontario Regulation 169/03 (Ontario Drinking Water Quality Standards) made under the *Safe Drinking Water Act, 2002*.

6. Deploying, removing, operating, calibrating and maintaining all equipment provided by the Ministry for the authority's use when carrying out its functions and responsibilities under the groundwater monitoring program.
 7. Carrying out administrative support for the process of procuring groundwater monitoring program equipment, equipment repair services, well repair services, well construction services and well decommissioning services.
 8. Cost sharing, with the Ministry, the construction or decommissioning of wells that are part of the groundwater monitoring program.
 9. Where a groundwater monitoring well that is part of the groundwater monitoring program is to be located on property not owned by the authority, establishing and maintaining an agreement with the owner of the property to ensure the authority has access to the well.
 10. Participating in meetings or training scheduled by the Ministry related to the groundwater monitoring program.
- (3) The authority shall satisfy the following functions and responsibilities with respect to supporting the implementation and enhancement of the provincial stream monitoring program mentioned in paragraph 2 of subsection (1):
1. Collecting stream samples from sampling sites that are part of the stream monitoring program.
 2. Submitting samples and associated site information to a laboratory approved by the Ministry for analysis of parameters required by the stream monitoring program.
 3. Collecting in-field stream water data for submission to the Ministry from sites that are part of the stream monitoring program.
 4. Assessing and maintaining stream monitoring program sites for safety and access.
 5. Deploying, removing, operating, calibrating and maintaining all equipment provided by the Ministry for the authority's use when carrying out its functions and responsibilities under the stream monitoring program.
 6. Participating in meetings or training scheduled by the Ministry related to the stream monitoring program.
- (4) The watershed-based resource management strategy referred to in paragraph 3 of subsection (1) shall include the following components:
1. Guiding principles and objectives that inform the design and delivery of the programs and services that the authority is required to provide under section 21.1 of the Act.
 2. A summary of existing technical studies, monitoring programs and other information on the natural resources the authority relies on within its area of jurisdiction or in specific watersheds that directly informs and supports the delivery of programs and services under section 21.1 of the Act.
 3. A review of the authority's programs and services provided under section 21.1 of the Act for the purposes of,
 - i. determining if the programs and services comply with the regulations made under clause 40 (1) (b) of the Act,
 - ii. identifying and analyzing issues and risks that limit the effectiveness of the delivery of these programs and services, and
 - iii. identifying actions to address the issues and mitigate the risks identified by the review, and providing a cost estimate for the implementation of those actions.
 4. A process for the periodic review and updating of the watershed-based resource management strategy by the authority that includes procedures to ensure stakeholders and the public are consulted during the review and update process.
- (5) Subject to subsections (6) and (7), a watershed-based resource management strategy may include programs and services provided by the authority under sections 21.1.1 and 21.1.2 of the Act.
- (6) If, in respect of programs and services the authority provides under subsection 21.1.1 (1) of the Act, a memorandum of understanding or other agreement is required, a watershed-based resource management strategy may not include those programs and services unless the memorandum of understanding or other agreement includes provisions that those programs and services be included in the strategy.
- (7) If, in respect of programs and services the authority provides under subsection 21.1.2 (1) of the Act, an agreement is required under subsection 21.1.2 (2), a watershed-based resource management strategy may not include those programs and services unless the agreement includes provisions that those programs and services be included in the strategy.
- (8) The authority shall ensure stakeholders and the public are consulted during the preparation of the watershed-based resource management strategy in a manner that the authority considers advisable.
- (9) The authority shall ensure that the watershed-based resource management strategy is made public on the authority's website, or by such other means as the authority considers advisable.

SOURCE PROTECTION AUTHORITY UNDER THE CLEAN WATER ACT, 2006

Required components

13. (1) An authority shall provide the following programs and services under subparagraph 1 iii of subsection 21.1 (1) of the Act:

1. Programs and services to ensure the authority carries out its duties, functions and responsibilities as a source protection authority under the provisions of the *Clean Water Act, 2006*, other than any duties, functions or responsibilities of the authority under Part IV of that Act where the authority has entered into a delegation agreement with a municipality to administer that Part, including the duties set out in subsection (2).
2. Programs and services set out in subsection (3) intended to support the authority's ability to carry out its duties, functions and responsibilities under paragraph 1 of this subsection.

(2) The duties, functions and responsibilities referred to in paragraph 1 of subsection (1) are the following:

1. The operation of the source protection committee that has been established for the authority's area or region under the *Clean Water Act, 2006*.
2. If the authority has been consolidated into a drinking water source protection region established by the Minister under section 6 of that Act, fulfilling its obligations under the agreement referred to in that section.
3. The preparation of amendments to source protection plans in accordance with section 34 or 35 of that Act, as the case may be.
4. Assisting in the review of source protection plans under section 36 of that Act.
5. If the authority is designated in a significant threat policy in a source protection plan as being responsible for implementing the policy, fulfilling its obligation to implement the policy in accordance with section 38 of that Act.
6. If the authority is designated in a source protection plan as being responsible for implementing a policy governing monitoring, complying with its obligation to conduct the monitoring program in accordance with section 45 of that Act.
7. The preparation of annual progress reports in accordance with section 46 of that Act.
8. Satisfying any roles and responsibilities assigned to the authority in a source protection plan if the authority is designated by a policy in the plan as the body responsible for implementing the policy, other than those policies referred to in paragraphs 5 and 6.

(3) The duties, functions and responsibilities referred to in paragraph 2 of subsection (1) are the following:

1. Responding to inquires relating to,
 - i. the *Clean Water Act, 2006*,
 - ii. the source protection plan that applies to the authority's source protection area, and
 - iii. any of the authority's duties, functions and responsibilities under that Act.
2. Conducting assessments to determine whether a source protection plan is up to date.
3. Assisting in the co-ordination and implementation of the source protection plan that applies to the authority's source protection area.
4. Where the authority considers it advisable, reviewing and commenting on any proposal made under another Act that is circulated to the authority for the purpose of determining,
 - i. whether the proposal relates to a significant drinking water threat that is governed by the plan, or
 - ii. the proposal's potential impact on any drinking water sources protected by the plan.

(4) In this section,

“significant drinking water threat” and “significant threat policy” have the same meaning as in the *Clean Water Act, 2006*.

PRESCRIBED ACT

Building Code Act, 1992

14. (1) The *Building Code Act, 1992* is prescribed for the purposes of subparagraph 1 iv of subsection 21.1 (1) of the Act.

(2) If, under subsection 3.1 (1) of the *Building Code Act, 1992*, an authority is prescribed responsibility in the building code for the enforcement of provisions of that Act and the building code related to sewage systems in the municipalities and territory without municipal organization prescribed in the building code, the authority shall provide programs and services to

ensure that the authority carries out its duties, functions and responsibilities to enforce those provisions and the building code in the geographic areas prescribed in the building code for that authority.

LAKE SIMCOE REGION CONSERVATION AUTHORITY

Lake Simcoe Region Conservation Authority

15. In addition to any other programs and services it is required to provide under the Act and this Regulation, the Lake Simcoe Region Conservation Authority shall provide the following programs and services in respect of its duties, functions and responsibilities under the *Lake Simcoe Protection Act, 2008*:

1. Programs and services to ensure the authority complies with its duties under subsection 6 (9) of the *Lake Simcoe Protection Act, 2008* in respect of the decisions the authority makes related to permissions required under this Act.
2. If, under section 11 of the *Lake Simcoe Protection Act, 2008*, the authority is identified in the Lake Simcoe Protection Plan as being responsible for implementing a policy governing monitoring, programs and services for the purpose of complying with that obligation.
3. If the authority is identified in a strategic action policy in the Lake Simcoe Protection Plan, other than Policy 6.19-SA, as a body that is responsible for leading the implementation of the policy or collaborating with other bodies to implement the policy, programs and services to ensure the authority satisfies its functions and responsibilities set out in those policies.
4. For the purpose of supporting the programs and services referred to in paragraphs 1 to 3, programs and services to,
 - i. respond to inquiries related to the Lake Simcoe Protection Plan and the authority's role under the Plan,
 - ii. assist in the co-ordination and implementation of the Lake Simcoe Protection Plan,
 - iii. assist in the review of the Lake Simcoe Protection Plan under section 17 of the *Lake Simcoe Protection Act, 2008*, and
 - iv. review and comment on proposals made under other Acts that are circulated to the authority for the purpose of determining the proposal's impact on the Lake Simcoe Protection Plan and the Lake Simcoe watershed.

16. OMITTED (PROVIDES FOR AMENDMENTS TO THIS REGULATION).

17. OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION).

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Conservation Authorities Act

ONTARIO REGULATION 596/22

PRESCRIBED ACTS — SUBSECTIONS 21.1.1 (1.1) AND 21.1.2 (1.1) OF THE ACT

Consolidation Period: From January 1, 2023 to the [e-Laws currency date](#).

No amendments.

This is the English version of a bilingual regulation.

Prescribed Acts

1. The following Acts are prescribed for the purposes of subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Act:

1. The *Aggregate Resources Act*.
2. The *Condominium Act, 1998*.
3. The *Drainage Act*.
4. The *Endangered Species Act, 2007*.
5. The *Environmental Assessment Act*.
6. The *Environmental Protection Act*.
7. The *Niagara Escarpment Planning and Development Act*.
8. The *Ontario Heritage Act*.
9. The *Ontario Water Resources Act*.
10. The *Planning Act*.

2. OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION).

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Grey Sauble Conservation Authority Transition Plan

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

January 26, 2022



PROTECT. RESPECT. CONNECT.

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GSCA Transition Plan: Conservation Authorities Act Changes

Transition Period

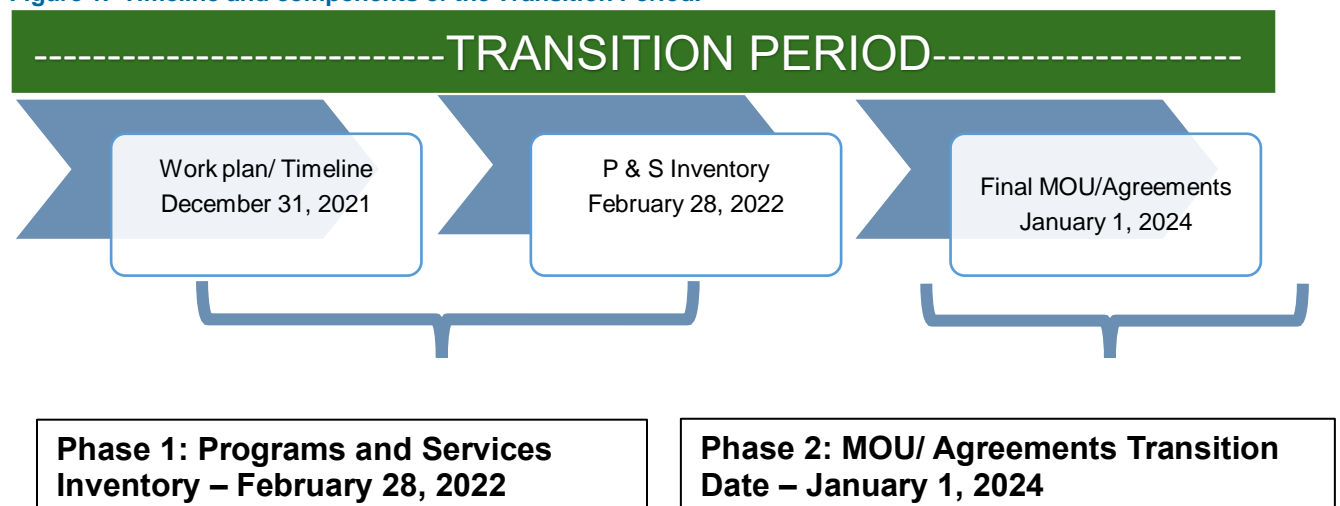
The purpose of the transition period is to prepare conservation authorities and municipalities for the change to the budgeting process based on the delivery of mandatory and non-mandatory programs and services by January 1, 2024. This Transition Plan will lay out the two phases of the Transition Period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

This document has been revised for the January 26, 2022 Board Meeting to include the required Inventory of Programs and Services.

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 (Category 1):** municipal levy can be used without any agreement
2. **Municipal programs and services (Category 2):** non-mandatory programs and services at the request of a municipality, with municipal funding provided through a MOU/agreement.
3. **Other programs and services (Category 3):** 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 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.



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 MECF.

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 MECF.

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 MECF.

Fourth Quarter, 2022 (October – December)

1. Submit third quarterly report to MECF.

First Quarter, 2023 (January – March)

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

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: Programs and Services Inventory (Version 1.0)

Prepared: January 2022

APPENDIX 1

Program Area	Program / Service Provision	Program / Service Description	Legislative Reference	Category (1) Mandatory; (2) Municipal; (3) Other	Annual Operating Funding Amount (2022)	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.	Enabling Service	1	\$598,750	1. Municipal Levy (92.4%) 2. Service Agreements (4.7%) 3. Self-Generated (2.3%) 4. Provincial Transfer Payment (0.3%) 5. Grants (0% - variable) 6. Donations (0.3% - variable)	\$59,000	1. Municipal Levy (7.9%) 2. Self-Generated (92.1%)	\$657,750	No	Collectively, these are enabling program costs that are required to run the organization.
	Financial Services	Accounting and payroll	Enabling Service	1						No	
	Legal Expenses	Costs related to agreements/contracts, administrative by-law updates or other similar legal expenses	Enabling Service	1						No	
	Governance	Supporting CA Boards, Advisory Committees and the Office of the CAO	Enabling Service	1						No	
	Asset Management	Asset management planning, facilities, fleet and property management	Enabling Service	1						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	\$85,875	1. Municipal Levy (100%)	\$3,440	1. Grants (11.6%) 2. Self-Generated (88.4%)	\$89,315	No	
	Communications and Marketing	General communications and marketing support for the organization	Enabling Service	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	\$4,816	1. Municipal Levy (100%)	\$0	n/a	\$4,816	Yes	
	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	\$5,635	1. Municipal Levy (100%)	\$0	n/a	\$5,635	Yes	
Conservation Lands	Section 29 Minister's regulation for Conservation Areas	Conservation areas enforcement/compliance	Reg. 686/21 s.9(1)4	1	\$475,248	1. Municipal Levy (64.8%) 2. Self-Generated (35.2%)* *Any surplus self-generated revenue is transferred to reserves.	\$94,457	1. Municipal Levy (11.2%) 2. Self-Generated (68.2%) 3. Grants (3.2%) 4. Donations (17.4%)	\$569,705	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	\$78,500	1. Self-Generated (100%)	\$0	n/a	\$78,500	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 forest trails and the CP Rail Trail	CAA s.21(1)(n)	2	\$80,358	1. Service Agreement(s)(100%)	\$0	n/a	\$200,895	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	\$120,537					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	\$188,660	Provincial Transfer Payment (100%)	\$0	n/a	\$188,660	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	\$67,460	Service Agreements (100%)	\$0	n/a	\$67,460	Yes	See Appendix for Municipalities and Agreement Dates
Environmental Education	Curriculum delivery	Program development & delivery	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	\$67,108	1. Self-Generated (95.5%)* *Any surplus transferred to reserves 2. Grants (4.5%) - variable	\$0	n/a	\$67,108	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)



Program Area	Program / Service Provision	Program / Service Description	Legislative Reference	Category (1) Mandatory; (2) Municipal; (3) Other	Annual Operating Funding Amount (2022)	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	\$414,298	2022 Distribution 1. Self-Generated (78.5%) 2. Municipal Levy (20.8%) 3. Provincial Transfer Payment (0.7%) Future Distribution to be defined by current Service Rates Review Study.	\$0	n/a	\$414,298	No	Funding for the Environmental Planning Department is set up as a user pays system. 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 MNR (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							
	Plan Review not Related to Natural Hazards	Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances) related to Natural heritage and water resources, not related to natural hazards.	CAA s.21(1)(n)	2						Yes		The cost of this work cannot be separated out. There is no additional cost to municipalities for GSCA to provide this work.					
	Natural Heritage	Natural heritage monitoring, plans/strategies and system design not on Conservation Authority owned land, to inform Official Plan and/or County level studies	CAA s.21(1)(n)	2						Yes		See Appendix for Municipalities and Agreement Dates					
Fleet and Equipment	Fleet and Equipment	Management and maintenance of the Authority's fleet and equipment assets.	Enabling Service	1	\$83,500	1. Self-Generated (100%)	\$39,110	1. Self-Generated (100%)	\$122,610	No	Fleet and Equipment is an enabling service that is funded through chargebacks to individual departments						
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	\$141,959	1. Self-Generated (100%)	\$0	1. Self-Generated (100%)	\$141,959	No	Future allocations of funding to this Department are currently being investigated based on sustainability, mandatory program definitions, and environmental considerations.						
	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	\$249,602	1. Self-Generated (56.7%) 2. Grants (43.3%)	\$0	1. Self-Generated (100%)	\$249,602	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	\$277,494	1. Municipal Levy (99.3%) 2. Self-Generated (0.7%)	\$13,540	1. Municipal Levy (54.7%) 2. Self-Generated (42.4%) 3. Grant (3.0%)	\$291,034	No	This is an enabling program/service that allows for the 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	\$62,776	1. Municipal Levy (34%) - variable 2. Grants (66%) - variable	\$0	n/a	\$62,776	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	\$140,177	1. Municipal Levy (79%) 2. Provincial Transfer Payment (21%)	\$0	1. Municipal Levy (100%)	\$140,177	No							
	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						\$9,450		1. Municipal Levy (77.6%) 2. Provincial Transfer Payment (22.4%)	\$31,800	1. Municipal Levy (78.6%) 2. Provincial Grant (6.3%) 3. Self-Generated (15.1%)	\$62,350	No	
	Other Dams	Maintenance of other dam infrastructure for flow augmentation, liability management and	Reg. 686/21 s.5(1)1 Reg. 686/21 s.9(1)2	1						\$21,100		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	\$7,750	1. Municipal Levy (100%)	\$0	1. Provincial Grant (100%)	\$7,750	No							
	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	\$29,178	1. Municipal Levy (100%)	\$0	1. Municipal Levy 2. Grant 3. Donation	\$29,178	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						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)

	Annual Operating Costs (2022)		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:	\$3,245,231	100.0%	\$241,347	100.0%	\$3,486,578	
Category 1 Portion:	\$2,444,261	75.3%	\$241,347	100.0%	\$2,685,608	77.0%
Category 2 Portion:	\$268,355	8.3%	\$0	0.0%	\$268,355	7.7%
Non-Levy-Based Category 3 Portion:	\$471,642	14.5%	\$0	0.0%	\$471,642	13.5%
Levy-Based Category 3 Portion:	\$60,973	1.9%	\$0	0.0%	\$60,973	1.7%



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 – Municipal Cost Apportionment Agreement for Category 3 Programs and Services

Background:

Under Section 20(1) of the Conservation Authorities Act, the objects of an authority are to provide, in the area over which it has jurisdiction:

1. Mandatory programs and services required under section 21.1 of the Act.
Note: These programs and services do not require cost apportionment agreements.
2. Any municipal programs and services that may be provided under section 21.1.1.
Note: Funding for these programs and services is defined in the existing agreements for these programs. These agreements are already in place.
3. Any other programs and services that may be provided under section 21.1.2.
Note: These programs and services require cost apportioning agreements with participating municipalities where financing (i.e.: levy apportionment) is required by a participating municipality.

Through subsection 21.1.2 of the Conservation Authorities Act, an authority may provide, within its area of jurisdiction, any other programs and services that it determines are advisable to further the purposes of the Conservation Authorities Act. These programs are known as “Category 3” or “Other Programs and Services”.

In general, conservation authorities and municipalities can both benefit from the coordination of program and service initiatives as appropriate.

Agreement Requirements:

Conservation Authorities Act Requirements of Agreements:

1. The agreement is to be made available to the public on the Conservation Authority (CA) website or other means deemed advisable by the Conservation Authority.
2. The agreement will be reviewed at intervals determined in the agreement, but no longer than every five (5) years.

3. The agreement will have clear termination dates.
4. The agreement will provide for the early termination of the agreement by any party to the agreement, including,
 - i. how notice of early termination is to be provided by one party to the other party(ies), and
 - ii. a requirement that notice of early termination must be given at least 30 days before the early termination date or such greater period of time before the early termination date as may be specified in the agreement;
5. The agreement will be reviewed by the parties to the agreement within at least six months or longer (as specified in the agreement) before the termination date.
6. Programs and services will be provided in accordance with the terms and conditions in the agreement.
7. The agreement must provide for the participating municipality to pay the capital and operating expenses apportioned to them under the agreement.
8. The agreement must include provisions allowing the conservation authority to charge fees for any program or service for which a fee is proposed or may be proposed to be charged.
9. The agreement will include requirements for dispute resolution.
10. The agreement must be approved by a resolution of the participating municipal council.
11. The Province retains the right to prescribe standards and requirements for the provision of other programs and services. Should the Province enact regulations regarding the provision of services, the regulation would prevail in the event of conflict between the terms and conditions set out in the municipal agreement.

Other:

Posting the agreement will be consistent with the requirements of the Municipal Freedom of Information and Protection of Privacy Act.

Cost Apportioning Agreement
(hereafter, "Agreement")

THIS AGREEMENT is made on the _____ day of _____, 2023 (the "Effective Date").

BETWEEN:

THE TOWN OF ...
(hereinafter, "Participating Municipality")

AND:

GREY SAUBLE CONSERVATION AUTHORITY
(hereinafter, "GSCA")

WHEREAS GSCA is a conservation authority established under the *Conservation Authorities Act* ("Act") and is governed by its participating municipalities in accordance with the Act;

AND WHEREAS the Participating Municipality is a lower-tier municipality, located wholly or partly within the area under the jurisdiction of GSCA;

AND WHEREAS under the Act, Category 3 programs and services deemed advisable by the GSCA Board of Directors may be provided with municipal funding subject to a memorandum of understanding ("MOU") or such other agreement in respect of the programs and services;

AND WHEREAS GSCA is prepared to provide certain non-mandatory Category 3 programs and services to and/or on behalf of and/or within the boundaries of the Participating Municipality;

AND WHEREAS pursuant to Sections 25 and 27 of the Act, conservation authorities are authorized to apportion costs to municipalities for delivery of mandatory programs and services and general operating expenses;

AND WHEREAS pursuant to Section 25 and 27 of the Act and Ontario Regulation 687/21, conservation authorities and municipalities may enter into an agreement to allow for the apportionment of costs to municipalities for services provided, other than mandatory services;

AND WHEREAS the Participating Municipality wishes to avail themselves of the non-mandatory services attached hereto as **Schedule "A"**,

AND WHEREAS the Council of the Participating Municipality has authorized the Participating Municipality to enter into this Agreement with the GSCA for the delivery of programs and services;

NOW THEREFORE, in consideration of the terms of this agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. This Agreement shall commence on the Effective Date and shall continue for five (5) years (the “**Initial Term**”). Thereafter, this Agreement shall continue for additional five-year periods (each a “**Renewal Term**”) unless either party provides written notice of termination to the other party at least ninety (90) days prior to the expiry of the Initial Term or Renewal Term, as the case may be.
2. This Agreement shall be reviewed by the parties at least six (6) months prior to the expiry of the Initial Term and each Renewal Term.
3. GSCA agrees to provide the Category 3 programs and services outlined in **Schedule ‘A’** to this Agreement.
4. Notwithstanding the foregoing, the Participating Municipality acknowledges and agrees that all programs and services identified in Schedule “A” shall also be included in a Watershed-based Resource Management Strategy that the GSCA is required to develop and implement under the *Act*.
5. GSCA will not add to or delete from the list of Category 3 programs and/or services funded through municipal apportionment without first consulting with the municipalities. Any such change would require an amendment to this Agreement agreed to in writing by all parties.
6. The costs associated with the Category 3 programs and services subject to this Agreement shall be reviewed by the parties on an annual basis as part of the GSCA budget and apportionment process.
7. When preparing its annual budget, GSCA shall follow the prescribed budgetary process in accordance with the requirements of the applicable regulations, including preparation of a draft budget, consultations with participating municipalities, rules for voting to approve the apportionment, and preparation of the final budget.
8. GSCA’s final approved budget shall be appended annually as **Schedule ‘B’** to the Agreement.

9. GSCA and the Participating Municipality shall identify and agree upon the cost of relevant Category 3 programs and services in the annual budget, and shall comply with the prescribed methods of apportionment, including the Modified Current Value Assessment (MCVA) apportionment method (the ratio that the participating municipality's modified current value assessment bears to GSCA's modified current value assessment) and/or the benefit-based apportionment method (the benefit that each participating municipality obtains from the program or service to which the operating expense or capital cost is related), or where permitted in accordance with the applicable regulations, by agreement.
10. Where Category 3 services are included in the budget process and apportionment, GSCA shall apportion the operating expenses and capital costs, as presented in the annual budget, to the Participating Municipality. The Participating Municipality's share of the total apportionment shall be appended annually as **Schedule 'C'** to this Agreement.
11. The Participating Municipality agrees to be apportioned costs as identified in **Schedule 'C'** to the Agreement.
12. Through this Agreement, the parties agree that the GSCA may, where applicable, charge a fee (user fee) for a Category 3 program or service provided under this Agreement by the GSCA. Any such fees collected for the programs and services identified in Schedule 'A' shall be used to offset the municipal apportionment costs associated with providing the Category 3 program and/or service for which the fee is collected.
13. Where Category 3 programs and services funded, in whole or in part, by the Participating Municipality involve user fees, such user fees shall only be imposed in accordance with GSCA's Fee Policy and Fee Schedules adopted in accordance with the provisions of the Act, or otherwise in accordance with provisions set out in an agreement between GSCA and the Participating Municipality.
14. GSCA and the Participating Municipality will strive to facilitate open and timely communication at all levels.
15. Unless otherwise provided for within the Act, if a dispute arises between the parties, including in respect of the content or interpretation of this Agreement, and which has not been resolved within sixty (60) days, such dispute may be submitted to a third party mediator, the choice of mediator to be agreed upon by the parties, and failing agreement to choose a mediator within an additional sixty (60) days, the mediator to be appointed by a judge of the Superior Court, for resolution via non-binding mediation conducted pursuant to the National Mediation Rules of the ADR.
16. Neither party shall be in default with respect to the performance or non-

performance of the terms of the Agreement resulting directly or indirectly from causes beyond its reasonable control (other than for financial inability) that could not reasonably have been foreseen, including, without limitation, any delay caused by war, invasion, riots, acts of terrorism or sabotage, acts of government authority (other than by the Participating Municipality), plague, epidemic, pandemic, natural disaster, strike, lock-out, inability to procure material, acts, laws or regulations of government authority or other cause beyond the reasonable control of such party and not caused by the act or omission of such party, and the performance of such term or terms shall be extended for a period equivalent to the period of such delay. This provision should not relieve the Participating Municipality of its obligation to pay fees and costs when due.

17. If any provision of this Agreement is invalid, unenforceable or unlawful, such provision shall be deemed to be deleted from this Agreement and all other provisions of this Agreement shall remain in full force and effect and shall be binding in all respects between the parties hereto.
18. The Participating Municipality and GSCA will continue to work together to identify opportunities for further collaboration to the benefit of both parties and ensure efficiency, transparency and accountability in the use of public sector resources.
19. The resolution of the GSCA Board of Directors to execute this Agreement shall be included as **Schedule 'D'** to this Agreement.
20. The resolution of Council from the Participating Municipality to execute this Agreement shall be included as **Schedule 'E'** to this Agreement.
21. This Agreement shall be made available to the public in accordance with the Act and any applicable regulations.
22. This Agreement may be executed in counterparts and when each party has executed a counterpart, each of such counterparts shall be deemed to be an original and all such counterparts, when taken together, shall constitute one and the same agreement.

- Signatory page follows -

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the Effective Date.

**GREY SAUBLE CONSERVATION
AUTHORITY**

Per: _____
Name: Tim Lanthier
Title: Chief Administrative Officer

Per: _____
Name: Sue Carleton
Title: Chair, GSCA Board of Directors

THE TOWN OF ...

Per: _____
Name:
Title:

Per: _____
Name:
Title:

Schedule 'A' – Category 3 Programs and Services Requiring Apportionment

Service Area 1 – Watershed Monitoring & Management

For over 30 years, GSCA has partnered with the Ministry of Environment, Conservation and Parks (MECP) to complete water quality monitoring at 10 provincially selected locations. This work is part of the Mandatory Category 1 programming at GSCA.

GSCA has expanded upon this program by adding an additional 25 sites to better cover the 3200 square kilometers of GSCA's watershed jurisdiction. Samples are collected eight times per year at each site. Key parameters are summarized on GSCA's website and are reported back to the public through GSCA's Watershed Report Cards and Watershed Health Checks. The specific number of sites and sample events may change without further notice.

Additionally, GSCA conducts benthic macroinvertebrate sampling at 35 sites over a 2-year rotating period. Benthic macroinvertebrates are the organisms that live in the bottom of the streambed for at least part of their life cycle. By collecting and analyzing these organisms, GSCA is able to better assess the long-term health of our stream systems. This information is also reported back to the public. The specific number of sites sampled and analyzed per year may change without further notice.

Service Area 2 –Stewardship

The Watershed Stewardship work provided by GSCA serves to inspire and enable landowners to further their stewardship of the land and water within our watershed community. This program is currently geared largely towards the agricultural community, collaborating with rural landowners to develop and complete on the ground projects that will help to improve the local environment.

To date this program has worked with agricultural landowners to implement projects such as livestock exclusion fencing, alternative watering systems, barn eaves troughs to divert runoff, and planting of cover crops. When implemented properly, each project will help to improve the quality of water through reduced sedimentation and nutrients within the water. Additionally, GSCA has worked with local landowner groups to control invasive species that negatively impact the local environment.

While municipal apportionment currently contributes to staff salary within this program area, GSCA is continually working to acquire additional grants to help landowners implement these projects. Since 2018, GSCA has secured over \$400,000 in grant dollar to improve the watersheds that we all call home. This has been matched by over \$200,000 in contributions from benefiting landowners.

Service Area 3 – Conservation Information and Community Outreach

GSCA's Conservation Information and Community Outreach program area (Communications) is an internal service department that helps spread awareness of all of GSCA's program and service areas. Although this program area is fully funded by municipal levy apportionment, much of this work is geared towards mandatory programs and services (Category 1). However, we acknowledge that some of the work conducted by GSCA's Communications Team is allocated to Category 3 programs and services. In an effort to be transparent, we have included some of the costs of this program area as Category 3.

DRAFT

The Corporation of the
Municipality of Arran-Elderslie
Financial Information
December 31, 2021

The Corporation of the Municipality of Arran-Elderslie
Financial Information
December 31, 2021

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For the year ended December 31, 2021

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 1717 2nd Avenue E, Third Floor
 PO Box 397
 Owen Sound ON N4K 5P7 Canada

Independent Auditor's Report

To the Members of Council, Inhabitants and Ratepayers
 of the Corporation of the Municipality of Arran-Elderslie

Qualified Opinion

We have audited the accompanying consolidated financial statements of the Corporation of the Municipality of Arran-Elderslie (the Municipality), which comprise the consolidated statement of financial position as at December 31, 2021, and the consolidated statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, except for the potential effects of the matters described in the Basis for Qualified Opinion paragraph, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Municipality as at December 31, 2021 and the consolidated results of its operations, consolidated changes in net financial assets and consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Qualified Opinion

The Municipality's summary of significant accounting policies describes the tangible capital asset policy with respect to its tangible assets. It has been determined that adjustments are required to water, sewer and road assets but the Municipality has not yet gathered the necessary information. In addition, the impact of the adjustment to the opening 2019 capital asset balances was not susceptible to satisfactory audit verification. As a result, we have been unable to determine whether further adjustments to the amounts recorded are necessary for the years ended December 31, 2021 and 2020.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for



such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.



- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Municipality to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Owen Sound, Ontario
July 13, 2023

The Corporation of the Municipality of Arran-Elderslie
Consolidated Statement of Financial Position

December 31	2021	2020
Financial assets		
Cash and investments (Note 1)	\$21,949,321	\$ 20,524,772
Taxes receivable	989,186	1,312,314
Trade and other receivables	842,532	663,490
Inventory held for resale	5,229	3,286
Long-term receivables (Note 2)	340,863	412,702
	<u>24,127,131</u>	<u>22,916,564</u>
Liabilities		
Accounts payable and accrued liabilities	1,508,476	1,133,281
Solid waste closure and post-closure liabilities (Note 4)	161,935	180,677
Post-employment benefits liabilities (Note 10)	377,749	364,214
Deferred revenue (Page 29)	1,074,409	732,766
Long-term liabilities (Note 5)	328,821	387,581
	<u>3,451,390</u>	<u>2,798,519</u>
Net financial assets	<u>20,675,741</u>	<u>20,118,045</u>
Non-financial assets		
Inventory of supplies	76,367	65,327
Prepaid expenses	80,425	20,222
Tangible capital assets (Note 6)	39,476,756	37,980,883
	<u>39,633,548</u>	<u>38,066,432</u>
Accumulated surplus (Note 7)	<u>\$60,309,289</u>	<u>\$ 58,184,477</u>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

The Corporation of the Municipality of Arran-Elderslie
Consolidated Statement of Operations and Accumulated Surplus

For the year ended December 31	2021 Budget (Note 9)	2021 Actual	2020 Actual
Revenue			
Taxation	\$ 5,598,307	\$ 5,621,864	\$ 5,398,462
Fees and user charges	3,954,986	4,044,375	3,722,720
Government transfers (Note 11)	3,963,514	2,655,164	2,747,728
Other income (Note 12)	803,328	847,952	922,586
	<u>14,320,135</u>	<u>13,169,355</u>	<u>12,791,496</u>
Expenses			
General government	1,193,704	1,324,304	1,236,152
Protection services	2,193,083	2,158,664	2,164,464
Transportation services	2,266,826	3,227,222	3,285,678
Environmental services	1,422,332	2,255,684	2,139,535
Health services	158,972	198,346	186,047
Recreation and cultural services	1,614,207	1,506,961	1,396,695
Planning and development	376,429	373,362	268,254
	<u>9,225,553</u>	<u>11,044,543</u>	<u>10,676,825</u>
Annual surplus (Note 9)	5,094,582	2,124,812	2,114,671
Accumulated surplus, beginning of the year	<u>56,069,806</u>	<u>58,184,477</u>	<u>56,069,806</u>
Accumulated surplus, end of the year	<u>\$ 61,164,388</u>	<u>\$60,309,289</u>	<u>\$ 58,184,477</u>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

The Corporation of the Municipality of Arran-Elderslie
Consolidated Statement of Changes in Net Financial Assets

<u>For the year ended December 31</u>	<u>2021</u>	<u>2021</u>	<u>2020</u>
	Budget (Note 9)	Actual	Actual
Annual surplus (Page 6)	\$ 5,094,582	\$ 2,124,812	\$ 2,114,671
Acquisition of tangible capital assets	(6,901,403)	(3,636,243)	(2,981,170)
Amortization of tangible capital assets	-	2,054,018	2,074,502
Loss on sale of tangible capital assets	-	66,697	48
Proceeds on disposal of capital assets	-	19,655	-
	<u>(6,901,403)</u>	<u>(1,495,873)</u>	<u>(906,620)</u>
Change in prepaid expenses	-	(60,203)	(1,696)
Change in inventories of supplies	-	(11,040)	(10,533)
	<u>-</u>	<u>(71,243)</u>	<u>(12,229)</u>
Increase in net financial assets	(1,806,821)	557,696	1,195,822
Net financial assets, beginning of the year	<u>20,118,045</u>	<u>20,118,045</u>	<u>18,922,223</u>
Net financial assets, end of the year	<u>\$ 18,311,224</u>	<u>\$20,675,741</u>	<u>\$ 20,118,045</u>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

The Corporation of the Municipality of Arran-Elderslie
Consolidated Statement of Cash Flows

For the year ended December 31	2021	2020
Cash provided by (used in)		
Operating activities		
Annual surplus (Page 6)	\$ 2,124,812	\$ 2,114,671
Items not involving cash		
Solid waste closure and post-closure liabilities	(18,742)	(37,713)
Amortization	2,054,018	2,074,502
Post-employment benefits liabilities	13,535	23,277
Deferred revenue recognized	(468,993)	(709,700)
Change in prepaid expenses	(60,203)	(1,696)
Loss on sale of capital assets	66,697	48
	<u>3,711,124</u>	<u>3,463,389</u>
Changes in non-cash working capital balances		
Taxes receivable	323,128	(132,209)
Trade and other receivables	(179,042)	102,018
Inventory held for resale	(1,943)	11,721
Inventory of supplies	(11,040)	(10,533)
Accounts payable and accrued liabilities	375,195	(242,474)
Deferred revenue received	810,636	551,607
	<u>5,028,058</u>	<u>3,743,519</u>
Capital transactions		
Cash used to acquire capital assets	(3,636,243)	(2,981,170)
Proceeds on sale of capital assets	19,655	-
	<u>(3,616,588)</u>	<u>(2,981,170)</u>
Investing activities		
Increase in long-term receivables	(41,500)	(93,100)
Repayment of long-term receivables	113,339	44,437
Change in investments	(1,412,627)	(417,050)
	<u>(1,340,788)</u>	<u>(465,713)</u>
Financing activities		
Additions to long-term liabilities	41,500	93,100
Repayment of long-term liabilities	(100,260)	(44,697)
	<u>(58,760)</u>	<u>48,403</u>
Net change in cash and cash equivalents	11,922	345,039
Cash and cash equivalents, beginning of the year (Note 1)	<u>11,407,883</u>	<u>11,062,844</u>
Cash and cash equivalents, end of the year (Note 1)	<u>\$11,419,805</u>	<u>\$ 11,407,883</u>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

The Corporation of the Municipality of Arran-Elderslie Summary of Significant Accounting Policies

December 31, 2021

Management Responsibility Management of the Corporation of the Municipality of Arran-Elderslie has prepared and is responsible for the integrity, objectivity and accuracy of the financial information presented in these consolidated financial statements. Council reviews and approves the consolidated financial statements.

Basis of Accounting The consolidated financial statements of the Corporation of the Municipality of Arran-Elderslie have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada as prescribed by the Ministry of Municipal Affairs and Housing.

Revenues and expenses are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

Basis of Consolidation The consolidated statements reflect the assets, liabilities, revenues and expenses of all municipal organizations, committees, and boards which are owned or controlled by Council. All interfund assets and liabilities and revenues and expenses have been eliminated on consolidation.

A government partnership exists where the municipality has shared control over the board or entity. The municipality's pro-rata share of the assets, liabilities, revenues and expenses are reflected in the financial statements using the proportionate consolidation method. The municipality's proportionate interest of the following government partnerships are reflected in the consolidated financial statements:

Chesley and District Fire Board	65.70%
Bruce Area Solid Waste Recycling Association	8.73%
Saugeen Mobility and Regional Transit	7.20%

The Corporation of the Municipality of Arran-Elderslie
Summary of Significant Accounting Policies

December 31, 2021

Revenue Recognition

Revenues are recognized as follows:

- a) Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. As taxes recorded are initially based on management's best estimate of the taxes that will be received, it is possible that changes in future conditions, such as reassessments due to audits, appeals and court decisions, could result in a change in the amount of tax revenue recognized. Taxes receivable are recognized net of an allowance for anticipated uncollectible amounts.
- b) Other revenues and user fees are recorded upon sale of goods or provision of service when collection is reasonably assured.
- c) Investment income earned on surplus funds (other than obligatory reserve funds) are reported as revenue in the period earned. Investment income earned on obligatory reserve funds is recorded directly to each fund balance and forms part of the respective deferred revenue balances.
- d) Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.
- e) Revenue restricted by legislation, regulation or agreement and not available for general municipal purposes is reported as deferred revenue on the consolidated statement of financial position. The revenue is reported on the consolidated statement of financial activities in the year in which it is used for the specified purpose.

The Corporation of the Municipality of Arran-Elderslie
Summary of Significant Accounting Policies

December 31, 2021

Cash and Cash Equivalents	Cash and cash equivalents include all cash balances and highly liquid investments that are readily converted into cash.
Investments	Investments are recorded at the cost unless there has been a decline in the market value which is other than temporary in nature in which case the investments are written down to market value.
Inventory	<p>Inventory of goods held for resale is recorded at net realizable value.</p> <p>Inventory held for consumption is recorded at the lower of cost and replacement cost.</p>
Post-Employment Benefits	<p>The municipality provides post-employment health, dental, travel, and life insurance benefits to eligible retired employees. The benefits earned by employees are determined using management's best estimate of expected benefit costs and are expensed as services are rendered.</p> <p>The contributions to the Ontario Municipal Employers Retirement System ("OMERS"), a multi-employer defined benefit plan, are expensed when contributions are due.</p>
Solid Waste Landfill Closure and Post-Closure Costs	Site closure and post-closure care costs are recognized over the operating life of the landfill based on capacity used. The liability is recorded at its discounted value, based on the average long-term borrowing rate of the municipality.
Liability for Contaminated Sites	A contaminated site is a site at which substances occur in concentrations that exceed the maximum acceptable amounts under an environmental standard. Sites that are currently in productive use are only considered a contaminated site if an unexpected event results in contamination. A liability for remediation of contaminated sites is recognized when the organization is directly responsible or accepts responsibility; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability includes all costs directly attributable to remediation activities including post remediation operations, maintenance and monitoring. A liability of \$30,000 has been accrued.

The Corporation of the Municipality of Arran-Elderslie

Summary of Significant Accounting Policies

December 31, 2021

Tangible Capital Assets	<p>Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Amortization is provided over the estimated useful life of the assets, using the straight-line method. The useful life of the assets is based on estimates made by management. The following useful lives are used:</p> <table border="0" style="margin-left: 40px;"> <tr> <td>Land improvements</td> <td style="text-align: right;">40 years</td> </tr> <tr> <td>Buildings</td> <td style="text-align: right;">40 years</td> </tr> <tr> <td>Equipment</td> <td style="text-align: right;">5 to 15 years</td> </tr> <tr> <td>Roads - paved</td> <td style="text-align: right;">15 - 20 years</td> </tr> <tr> <td>Roads - gravel</td> <td style="text-align: right;">10 years</td> </tr> <tr> <td>Water and other utility systems</td> <td style="text-align: right;">30 - 80 years</td> </tr> <tr> <td>Bridges and culverts</td> <td style="text-align: right;">20 - 50 years</td> </tr> <tr> <td>Vehicles</td> <td style="text-align: right;">5 to 12 years</td> </tr> </table> <p>Tangible capital assets received as contributions are recorded at fair value at the date of receipt.</p>	Land improvements	40 years	Buildings	40 years	Equipment	5 to 15 years	Roads - paved	15 - 20 years	Roads - gravel	10 years	Water and other utility systems	30 - 80 years	Bridges and culverts	20 - 50 years	Vehicles	5 to 12 years
Land improvements	40 years																
Buildings	40 years																
Equipment	5 to 15 years																
Roads - paved	15 - 20 years																
Roads - gravel	10 years																
Water and other utility systems	30 - 80 years																
Bridges and culverts	20 - 50 years																
Vehicles	5 to 12 years																
County and School Board	<p>The municipality collects taxation revenue on behalf of the school boards and the County of Bruce. The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards and the County of Bruce are not reflected in these financial statements.</p>																
Trust Funds	<p>Funds held in trust by the municipality, and their related operations, are not included in these financial statements. The financial activity and position of the trust funds are reported separately on the trust funds statement of continuity and balance sheet.</p>																
Use of Estimates	<p>The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Estimates are used when accounting for items such as accrued grant receivables, useful life of assets, accrued liabilities, post-employment benefits, solid waste landfill closure and post-closure costs, liabilities for contaminated sites and taxation revenue. By their nature, these estimates are subject to measurement uncertainty and actual results could differ from management's best estimates as additional information becomes available in the future.</p>																

The Corporation of the Municipality of Arran-Elderslie
Notes to Consolidated Financial Statements

December 31, 2021

1. Cash and Investments

	2021	2020
Cash	\$10,677,435	\$ 10,670,314
Cash - Restricted	742,370	737,569
	11,419,805	11,407,883
Principal protected notes (cost)	10,500,000	-
Investments - GIC's	-	8,982,000
Investments - Restricted GIC's	29,516	49,388
Accrued interest	-	85,501
	\$21,949,321	\$ 20,524,772

On December 31, 2021, the Municipality had bank accounts of \$11,095,639, GIC's of \$49,388 and principal protected notes of \$10,500,000 in one chartered bank. The Canadian Deposit Insurance Corporation insures deposits to a maximum of \$100,000 per depositor.

The bank account earns interest at the average prime rate less 1.75%. The restricted investments are GIC's with interest rates between 0.35% and 2.4% and mature between October 2022 and January 2023.

The principal protected notes entitles the investor to repayment at maturity of the principal amount in addition to variable interest based on various percentages of performance of various Solactive Canada indexes. The variable interest has maximum payable percentages. The notes are designed to replicate investing strategies of lower risk long term capital gains. These notes have full principal protection at maturity. The maturity dates for the notes range from 2024 to 2028. Market value at Dec 31, 2021 was \$10,407,890.

2. Long-Term Receivables

	2021	2020
Tile drainage loans, 6%, due 2022 to 2031	\$ 328,821	\$ 387,581
Kinette Club	12,042	25,121
	\$ 340,863	\$ 412,702

3. Temporary Borrowings

The Municipality of Arran Elderslie has a demand operating facility with interest charged at prime minus 0.5% per annum. This facility is secured by a current borrowing by-law. At December 31, 2021, the municipality had a \$2,000,000 unused operating facility.

The Corporation of the Municipality of Arran-Elderslie
Notes to Consolidated Financial Statements

December 31, 2021

4. Solid Waste Closure and Post-Closure Liabilities

Solid waste closure and post-closure care requirements have been defined in accordance with industry standards and include final covering and landscaping of the landfill, removal of ground water and leachates, and ongoing environmental monitoring, site inspection and maintenance.

The liability for the Chesley Landfill site is recorded at \$145,213 and represents the present value of estimated post-closure costs using a discount rate of 3.74%. There is no remaining fill capacity available and the Chesley Landfill was closed to the public in 2012. Post-closure care is estimated to continue for a period of 16 years.

The Arran Landfill site was expanded and assumed landfilling operations for the entire Municipality on October 1, 2012. The useable area was divided into five phases, each requiring separate approval with Plans of Development for each phase. Currently, only Phases I and II have a Plan of Development and Operation (PDO). The liability for Phase I and II of the Arran Landfill site is recorded at \$16,722 and represents the present value of closure and post-closure costs for 29% of the current site's capacity, using the municipality's average long-term borrowing rate of 3.74%. The liability is recorded based on the capacity of the landfill used to date. The total estimated future expenditures for closure and post-closure care are \$896,456. The estimated remaining open capacity of Phases I and II is approximately 175,000 cubic meters, which will be filled in 55 years. Post-closure care is estimated to continue for a period of 20 years.

The liabilities have been partially funded through budget allocations.

5. Long-Term Liabilities

The balance of long-term liabilities reported on the consolidated statement of financial position is made up of the following:

	2021	2020
Tile drainage loans, 6%, due 2022 to 2031	\$ 328,821	\$ 387,581

Principal payments for the next five fiscal years and thereafter are as follows:

2022	57,235
2023	60,669
2024	53,793
2025	36,640
Thereafter	48,967
	\$ 328,821

Interest paid during the year totalled \$23,111 (2020 - \$27,306).

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

6. Tangible Capital Assets

	2021								
	Land and Land Improvements	Buildings	Equipment	Roads	Water and Other Utility Systems	Bridges and Culverts	Vehicles	Work in Progress	Total
Cost, beginning of the year	\$ 1,064,607	\$ 7,273,703	\$ 2,546,258	\$ 46,328,263	\$ 32,906,960	\$ 9,133,241	\$ 7,254,855	\$ 284,850	\$106,792,737
Additions	40,694	469,962	562,454	665,544	1,106,179	14,791	105,507	671,112	3,636,243
Disposals	-	-	-	-	-	-	(545,185)	-	(545,185)
Transfers	(2,385)	2,385	-	-	26,209	-	(26,209)	-	-
Cost, end of the year	1,102,916	7,746,050	3,108,712	46,993,807	34,039,348	9,148,032	6,788,968	955,962	109,883,795
Accumulated amortization, beginning of the year	149,749	4,494,447	1,601,871	38,903,372	13,864,559	4,861,396	4,936,460	-	68,811,854
Amortization	29,302	162,480	187,464	612,859	617,938	174,172	269,803	-	2,054,018
Disposals	-	-	-	-	-	-	(458,833)	-	(458,833)
Transfers	(1,093)	1,093	-	-	26,209	-	(26,209)	-	-
Accumulated amortization, end of the year	177,958	4,658,020	1,789,335	39,516,231	14,508,706	5,035,568	4,721,221	-	70,407,039
Net carrying amount, end of the year	\$ 924,958	\$ 3,088,030	\$ 1,319,377	\$ 7,477,576	\$ 19,530,642	\$ 4,112,464	\$ 2,067,747	\$ 955,962	\$ 39,476,756

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

6. Tangible Capital Assets - (continued)

									2020 (restated)
	Land and Land Improvements	Buildings	Equipment	Roads	Water and Other Utility Systems	Bridges and Culverts	Vehicles	Work in Progress	Total
Cost, beginning of the year	\$ 867,469	\$ 7,005,528	\$ 2,278,494	\$ 45,678,679	\$ 32,068,862	\$ 8,795,042	\$ 6,437,726	\$ 711,433	\$103,843,233
Additions	162,858	93,219	155,541	649,584	682,613	338,199	553,977	345,179	2,981,170
Disposals	-	-	-	-	-	-	(31,666)	-	(31,666)
Transfers	34,280	174,956	112,223		155,485		294,818	(771,762)	-
Cost, end of the year	1,064,607	7,273,703	2,546,258	46,328,263	32,906,960	9,133,241	7,254,855	284,850	106,792,737
Accumulated amortization, beginning of the year	122,198	4,347,423	1,449,752	38,199,170	13,260,964	4,689,250	4,700,213	-	66,768,970
Amortization	27,551	147,024	152,119	704,202	603,595	172,146	267,865	-	2,074,502
Disposals	-	-	-	-	-	-	(31,618)	-	(31,618)
Accumulated amortization, end of the year	149,749	4,494,447	1,601,871	38,903,372	13,864,559	4,861,396	4,936,460	-	68,811,854
Net carrying amount, end of the year	\$ 914,858	\$ 2,779,256	\$ 944,387	\$ 7,424,891	\$ 19,042,401	\$ 4,271,845	\$ 2,318,395	\$ 284,850	\$ 37,980,883

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

6. Tangible Capital Assets - (continued)

The net book value of tangible capital assets not being amortized because they are under construction or development is \$955,962 (2020 - \$284,850).

7. Accumulated Surplus

Accumulated surplus consists of individual fund surplus (deficit) and reserves as follows:

	2021	2020
Invested in tangible capital assets		
Tangible capital assets at cost less amortization	\$39,476,756	\$ 37,980,883
Unfunded post-employment benefits	(377,749)	(364,214)
Unfunded solid waste closure and post-closure costs	3,103	(15,639)
Fire surplus	277	277
Bruce Area Solid Waste Recycling (B.A.S.W.R.)	21,866	13,235
	<u>39,124,253</u>	<u>37,614,542</u>
Reserves and reserve funds (Note 8)	<u>21,185,036</u>	<u>20,569,935</u>
Accumulated surplus	<u>\$60,309,289</u>	<u>\$ 58,184,477</u>

As per resolution of Council the general 2021 operating surplus of \$45,750 was transferred to working capital reserve.

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

8. Reserves and Reserve Funds Set Aside for Specific Purpose by Council

	2021	2020
Reserves		
Working funds	\$ 3,340,041	\$ 3,000,474
Sick leave	533,520	521,687
Sewer	3,689,781	3,612,679
Water	7,956,481	7,862,936
Capital purposes	5,606,038	5,407,277
	21,125,861	20,405,053
Reserve funds		
Capital purposes	59,175	164,882
Reserves and reserve funds set aside for specific purpose by Council	\$21,185,036	\$ 20,569,935

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

9. Budgets

Under Canadian public sector accounting standards, budget amounts are to be reported on the consolidated statements of operations and accumulated surplus and changes in net financial assets for comparative purposes. The 2021 budget amounts for the Corporation of the Municipality of Arran-Elderslie approved by Council have been restated to conform to the presentation of the consolidated statements of operations and accumulated surplus and changes in net financial assets. The following is a reconciliation of the budget approved by Council.

	2021 Budget	2021 Actual	2020 Actual
Annual surplus (Page 7)	\$ 5,094,582	\$ 2,124,812	\$ 2,114,671
Amortization	-	2,054,018	2,074,502
Change in other surpluses	-	(8,631)	(18,581)
Change in unfunded liabilities	-	(5,207)	(14,436)
	5,094,582	4,164,992	4,156,156
Transfers to reserves from operations	(3,350,052)	(4,306,838)	(3,624,767)
Transfers from reserves for operations	540,584	846,002	565,501
Transfers from reserves for capital	4,616,289	5,472,015	4,276,560
Transfer unspent capital to reserves	-	(2,580,530)	(2,156,040)
Capital acquisitions, disposals and write-down	(6,901,403)	(3,549,891)	(2,981,122)
Current year general operating surplus before transfers to reserve	-	45,750	236,288
Transfer of current year general operating surplus to reserve per resolution	-	(45,750)	(236,288)
	-	-	-
Prior year accumulated general surplus	-	-	208,119
Transfer of prior year general operating surplus to reserve per resolution	-	-	(208,119)
Accumulated general surplus (Note 7)	\$ -	\$ -	\$ -

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

10. Post-Employment Benefit Liabilities

	2021	2020
Accumulating sick leave (unamortized gain \$77,237)	\$ 302,299	\$ 287,408
Post-employment benefits (unamortized gain \$35,217)	75,450	76,806
	\$ 377,749	\$ 364,214

- a) The municipality provides its employees with an accumulating sick leave plan which allows employees to use days accumulated in prior years, and allows for partial payout upon death, termination or retirement.

	2021	2020
Sick leave liability, beginning of the year	\$ 287,408	\$ 262,775
Amortization of actuarial gain	(7,725)	(3,653)
Current year benefit expense	15,780	21,212
Interest accrued	6,836	9,461
Benefits paid	-	(2,387)
	\$ 302,299	\$ 287,408

As per the collective agreement, the unused portion of annual earned sick leave days plus interest, is accumulated in a reserve account. The reserve tracks the number and dollar value of the unused days for each employee. When an employee ceases to work for the municipality, the employee receives 50% of the value credited in the reserve for that employee. The estimated liability at December 31, 2021 is \$302,299. The reserve account maintained by the municipality at December 31, 2021 per the agreement is \$533,520 and any future sick leave payouts will be funded from the reserve.

- b) The municipality pays certain health, dental, travel and life insurance benefits on behalf of its retired members to the age of 70. The municipality recognizes these post-employment costs in the period in which the employees rendered the services. The assumptions used reflect management's best estimates. The post-employment benefit liability was determined using a discount rate of 3.25%. For future salaries, a 2.75% annual rate of increase was used for 2021 and forward. For dental and travel premiums, a 3.75% annual rate of increase was assumed for 2020 and forward. For health care premiums, a 5.75% increase was used for 2021 and decreasing .33% until 2027 where 3.75% was used thereafter.

	2021	2020
Accrued benefit liability, beginning of the year	\$ 76,806	\$ 78,162
Amortization of actuarial gain	(4,768)	(4,059)
Current year benefit expense	2,343	2,197
Interest accrued	1,463	1,752
Benefit payments	(394)	(1,246)
	\$ 75,450	\$ 76,806

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

11. Government Transfers

	2021 Budget	2021 Actual	2020 Actual
Operating			
Ontario Municipal Partnership Fund (OMPF)	\$ 1,592,400	\$ 1,592,400	\$ 1,574,000
Public Works	35,000	27,874	32,177
Sewer and water	-	-	10,862
Other	51,000	416,211	438,972
Total operating transfers	1,678,400	2,036,485	2,056,011
Tangible Capital Asset			
Federal Gas Tax	634,127	452,917	627,829
Ontario Community Infrastructure Fund	195,329	5,758	4,671
Public Works	655,757	42,582	42,171
Recreation	799,901	98,565	17,046
Other	-	18,857	-
Total tangible capital asset transfers	2,285,114	618,679	691,717
Total Transfers	\$ 3,963,514	\$ 2,655,164	\$ 2,747,728

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

12. Other Income

	2021	2021	2020
	Budget	Actual	Actual
Penalties and interest on taxation	\$ 150,000	\$ 166,698	\$ 112,623
Other fines and penalties	800	896	315
Investment income	272,027	136,486	270,878
Licenses, permits and rents	338,318	416,194	309,296
Donations	36,100	112,101	193,601
Local improvement special charges	4,161	33,275	29,566
Loss on disposal of capital assets	-	(66,697)	(48)
Other	1,922	48,999	6,355
	<u>\$ 803,328</u>	<u>\$ 847,952</u>	<u>\$ 922,586</u>

13. Pension Agreements

The Municipality makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of 36 members of its staff. This plan is a defined benefit plan which specifies the amount of the retirement to be received by the employees based on the length of service and rates of pay. Employees and employers contribute jointly to the plan. The employer amount contributed to OMERS for 2021 by the Municipality was \$219,511 (2020 - \$229,836). The contribution rate for 2021 was 9.0% to 15.8% depending on age and income level (2020 - 9.0% to 15.8%).

OMERS is a multi-employer plan, therefore, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Municipality does not recognize any share of the OMERS pension surplus or deficit. The last available report for the OMERS plan was December 31, 2021. At that time the plan reported a \$3.1 billion actuarial deficit (2020 - \$3.2 billion), based on actuarial liabilities of \$119.3 billion (2020 - \$111.8 billion) and actuarial assets of \$116.2 billion (2020 - \$108.6 billion). Ongoing adequacy of the current contribution rates will need to be monitored as declines in financial markets may lead to increased future funding requirements.

14. Operations of School Boards and the County of Bruce

During the year, the following taxation revenue was raised and remitted to the school boards and the County of Bruce:

	2021	2020
School boards	\$ 1,396,196	\$ 1,441,730
County of Bruce	3,040,640	2,888,522
	<u>\$ 4,436,836</u>	<u>\$ 4,330,252</u>

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

15. Contingencies

The Municipality has been served with claims relating to motor vehicle accidents, building codes and other property matters. The Municipality is not aware of any possible settlements in excess of its liability insurance coverage. The outcome of these claims are not determinable at this time.

16. Commitments

As of December 31, the Municipality has committed to various capital projects with a total cost of \$419,840 of which \$Nil was paid in the year and \$419,840 is still to be paid.

Arran-Elderslie has approved a cost sharing agreement with the County of Bruce for the Teeswater bridge and roadwork. Subsequent to the year-end the County approved the commencement of the capital project in the amount of \$9.6 million. Arran-Elderslie's share of the costs is estimated at \$1.1 million. The work is expected to be completed 2022 to 2024.

17. Trust Funds

The trust funds administered by the Municipality amounting to \$568,573 (2020 - \$553,810) have not been included in the consolidated statement of financial position, nor have the operations been included in the consolidated statement of financial activities.

18. Bruce Area Solid Waste Recycling

The following summarizes the financial position and operations of Bruce Area Solid Waste Recycling, which is a Joint Board of Management of which Arran-Elderslie has a 8.73% interest. The Bruce Area Solid Waste Recycling has been consolidated into these financial statements.

	2021	2020
Financial assets	\$ 2,438,898	\$ 2,517,711
Liabilities	354,286	256,318
Net financial assets	2,084,612	2,261,393
Non-financial assets	1,444,615	1,398,521
Accumulated surplus	\$ 3,529,227	\$ 3,659,914
Revenues	3,608,239	3,007,471
Expenses	3,738,926	3,193,011
Annual deficit	\$ (130,687)	\$ (185,540)

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

19. Chesley and District Fire Board

The following summarizes the financial position and operations of the Chesley and District Fire Board, which the Municipality funds through a service agreement. The Chesley District Fire Board has been consolidated into these financial statements. The Municipality's proportionate share is 65.70%.

	2021	2020
Financial assets	\$ 31,917	\$ 11,347
Liabilities	9,932	7,110
Net financial assets	21,985	4,237
Non-financial assets	92,938	100,723
Accumulated surplus	<u>\$ 114,923</u>	<u>\$ 104,960</u>
Revenues	\$ 228,076	\$ 214,979
Expenses	218,113	228,312
Annual deficit	<u>\$ 9,963</u>	<u>\$ (13,333)</u>

20. Saugeen Mobility and Regional Transit (S.M.A.R.T.)

The following summarizes the financial position and operations of the Saugeen Mobility and Regional Transit non-profit organization, which the Municipality funds through a service agreement. The Saugeen Mobility and Regional Transit organization has been consolidated into these financial statements. The Municipality's proportionate share is 7.2%.

	2021	2020
Financial assets	\$ 161,988	\$ 166,306
Liabilities	235,349	219,401
Net financial debt	(73,361)	(53,095)
Non-financial assets	637,341	523,352
Accumulated surplus	<u>\$ 563,980</u>	<u>\$ 470,257</u>
Revenues	\$ 1,615,928	\$ 1,532,861
Expenses	1,522,205	1,422,393
Annual deficit	<u>\$ 93,723</u>	<u>\$ 110,468</u>

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

21. Segmented Information

The Municipality of Arran-Elderslie is a diversified municipal government institution that provides a wide range of services to its citizens such as police, fire, sewer, water, waste, collection, disposal and recycling, recreational, library and planning. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Government

This item includes revenues and expenses that relate to the governance and operations of the municipality itself and cannot be directly attributed to a specific segment.

Protection to Persons and Property

Protection is comprised of police services, fire protection, conservation authority, emergency measures, animal control and building and structural inspection. The police services work to ensure the safety and protection of the citizens and their property. The fire department is responsible to provide fire suppression service, fire prevention programs, training and education. The members of the fire department consist of volunteers. The building department provides a number of services including maintenance and enforcement of building and construction codes and review of all property development plans through its application process.

Transportation

Transportation is responsible for construction and maintenance of the municipality's roadways, bridges, storm sewers, parking areas, and streetlighting.

Sewer and Water

This service provides the municipality's drinking water. The municipality also processes and cleans sewage and ensures sewer and water systems meet all Provincial standards.

Environmental

Environmental services consists of providing waste collection, disposal and recycling to its citizens.

Health

Health services include contributions to support local Hospitals. Health services also includes the operations of local cemeteries.

The Corporation of the Municipality of Arran-Elderslie
Notes to Financial Statements

December 31, 2021

21. Segmented Information - (continued)

Recreational and Cultural Services

This service area provides services meant to improve the health and development of the municipality's citizens. The municipality operates and maintains or contributes to parks, arenas, community centres, a campground, and museums. The municipality also provides library services and recreational programs.

Planning and Development

This department is responsible for planning and zoning and downtown revitalization. This service area also includes municipal and tile drainage.

The accounting policies of the segments are the same as those described in the summary of significant accounting policies. Amounts that are directly attributable to a number of segments have been allocated on a reasonable basis as follows:

Taxation and payments-in-lieu	Allocated to those segments that are funded by these amounts based on the budget for the year.
OMPF grants	Allocated to segments based on the budget for the year.

The Corporation of the Municipality of Arran-Elderslie
Notes to the Financial Statements

December 31, 2021

For the year ended December 31, 2021	General Government	Protection Services	Transportation Services	Sewer and Water	Environmental Services	Health Services	Recreation and Cultural Services	Planning and Development	2021 Total
Revenue									
Taxation	\$ 1,349,247	\$ 1,349,247	\$ 1,742,778	\$ -	\$ -	\$ -	\$ 787,061	\$ 224,875	\$ 5,621,864
Fees and user charges	40,876	185,748	43,285	2,673,413	537,004	63,377	399,946	100,726	4,044,375
Specific grants	158,558	15,591	577,420	-	139,060	-	128,813	43,322	1,062,764
OMPF grant	382,176	382,176	493,644	-	-	-	222,936	63,696	1,592,400
Other revenue	369,473	296,681	(30,977)	-	39,637	86,638	84,400	2,100	847,952
	<u>2,300,330</u>	<u>2,229,443</u>	<u>2,826,150</u>	<u>2,673,413</u>	<u>715,701</u>	<u>150,015</u>	<u>1,623,156</u>	<u>434,719</u>	<u>13,169,355</u>
Expenses									
Salaries and benefits	800,261	428,536	1,071,651	422,507	280,857	84,650	870,649	120,423	4,079,534
Interest on debt	-	-	-	-	-	-	-	23,026	23,026
Materials and supplies	254,711	226,303	575,187	408,330	176,670	29,870	416,813	75,031	2,162,915
Contracted services	217,818	1,256,047	605,143	117,311	181,970	41,277	54,638	154,882	2,629,086
Other transfers	(50)	84,446	-	-	-	-	-	-	84,396
Rents and financial expenses	10,242	-	275	-	-	1,051	-	-	11,568
Amortization	41,322	163,332	974,966	647,698	20,341	41,498	164,861	-	2,054,018
	<u>1,324,304</u>	<u>2,158,664</u>	<u>3,227,222</u>	<u>1,595,846</u>	<u>659,838</u>	<u>198,346</u>	<u>1,506,961</u>	<u>373,362</u>	<u>11,044,543</u>
Annual surplus (deficit)	<u>\$ 976,026</u>	<u>\$ 70,779</u>	<u>\$ (401,072)</u>	<u>\$ 1,077,567</u>	<u>\$ 55,863</u>	<u>\$ (48,331)</u>	<u>\$ 116,195</u>	<u>\$ 61,357</u>	<u>\$ 2,124,812</u>

The Corporation of the Municipality of Arran-Elderslie
Notes to the Financial Statements

December 31, 2021

For the year ended December 31, 2020	General Government	Protection Services	Transportation Services	Sewer and Water	Environmental Services	Health Services	Recreation and Cultural Services	Planning and Development	2020 Total
Revenue									
Taxation	\$ 1,295,632	\$ 1,349,615	\$ 1,781,492	\$ -	\$ -	\$ -	\$ 755,785	\$ 215,938	\$ 5,398,462
Fees and user charges	32,149	166,964	32,800	2,593,352	463,145	53,665	347,871	32,774	3,722,720
Specific grants	152,944	44,789	746,683	10,862	124,997	-	56,545	36,908	1,173,728
OMPF grant	377,760	393,500	519,420	-	-	-	220,360	62,960	1,574,000
Other revenue	411,618	213,875	74,208	31,238	-	81,049	110,598	-	922,586
	<u>2,270,103</u>	<u>2,168,743</u>	<u>3,154,603</u>	<u>2,635,452</u>	<u>588,142</u>	<u>134,714</u>	<u>1,491,159</u>	<u>348,580</u>	<u>12,791,496</u>
Expenses									
Salaries and benefits	784,617	442,985	1,008,647	432,101	258,788	86,042	721,127	116,997	3,851,304
Interest on debt	-	-	-	-	-	-	-	27,136	27,136
Materials and supplies	326,303	240,203	618,017	357,236	117,153	50,832	462,388	92,881	2,265,013
Contracted services	87,440	1,260,539	612,383	122,728	175,008	6,354	72,009	31,240	2,367,701
Other transfers	-	83,235	-	-	-	-	-	-	83,235
Rents and financial expenses	6,193	-	-	-	42	1,055	644	-	7,934
Amortization	31,599	137,502	1,046,631	657,898	18,581	41,764	140,527	-	2,074,502
	<u>1,236,152</u>	<u>2,164,464</u>	<u>3,285,678</u>	<u>1,569,963</u>	<u>569,572</u>	<u>186,047</u>	<u>1,396,695</u>	<u>268,254</u>	<u>10,676,825</u>
Annual surplus (deficit)	<u>\$ 1,033,951</u>	<u>\$ 4,279</u>	<u>\$ (131,075)</u>	<u>\$ 1,065,489</u>	<u>\$ 18,570</u>	<u>\$ (51,333)</u>	<u>\$ 94,464</u>	<u>\$ 80,326</u>	<u>\$ 2,114,671</u>

The Corporation of the Municipality of Arran-Elderslie
Schedule of Deferred Revenue

For the year ended December 31, 2021

	Opening	Contributions Received	Investment Income	Revenue Recognized	Ending
Obligatory Reserve Funds					
In lieu of parkland	\$ 3,108	\$ 1,500	\$ 23	\$ -	\$ 4,631
Federal gas tax	320,772	423,173	9,314	(452,917)	300,342
Subdivider contributions	22,540	-	148	-	22,688
	<u>346,420</u>	<u>424,673</u>	<u>9,485</u>	<u>(452,917)</u>	<u>327,661</u>
Other					
Ontario Community Infrastructure Fund	372,699	330,386	7,997	(5,757)	705,325
Treasure Chest Museum	3,328	-	-	-	3,328
Other revenue	10,319	38,095	-	(10,319)	38,095
	<u>386,346</u>	<u>368,481</u>	<u>7,997</u>	<u>(16,076)</u>	<u>746,748</u>
	<u>\$ 732,766</u>	<u>\$ 793,154</u>	<u>\$ 17,482</u>	<u>\$ (468,993)</u>	<u>\$1,074,409</u>

The Corporation of the
Municipality of Arran-Elderslie
Trust Funds
For the year ended December 31, 2021

The Corporation of the Municipality of Arran-Elderslie
Trust Funds
For the year ended December 31, 2021

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The Corporation of the Municipality of Arran-Elderslie Trust Funds

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Independent Auditor's Report

To the Members of Council, Inhabitants and Ratepayers of
the Corporation of the Municipality of Arran-Elderslie Trust
Funds

Opinion

We have audited the accompanying financial information for the Municipality of Arran-Elderslie Trust Funds (Trust Funds), which comprise the balance sheet as at December 31, 2021, the statement of continuity for the year then ended, and notes to the financial information including a summary of significant accounting policies.

In our opinion, the financial information presents fairly, in all material respects, the balance sheet for the Trust Funds as at December 31, 2021 and the statement of continuity for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Information* section of our report. We are independent of the Trust Funds in accordance with the ethical requirements that are relevant to our audit of the financial information in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Information

Management is responsible for the preparation and fair presentation of this financial information in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial information that is free from material misstatement, whether due to fraud or error.

In preparing the financial information, management is responsible for assessing the Trust Funds ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Trust Funds or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Trust Funds financial reporting process.



Auditor's Responsibilities for the Audit of the Financial Information

Our objectives are to obtain reasonable assurance about whether the financial information as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial information.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial information, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Trust Fund's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Trust Funds ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial information or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Trust Funds to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial information, including the disclosures, and whether the financial information represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Owen Sound, Ontario
July 13, 2023

The Corporation of the Municipality of Arran-Elderslie
Trust Funds
Balance Sheet

December 31, 2021

	Total	Care and Maintenance	Cemetery Prepaid
Assets			
Cash	\$ 553,784	\$ 533,920	\$ 19,864
Due from the Municipality of Arran-Elderslie	14,789	13,914	875
	<u>568,573</u>	<u>547,834</u>	<u>20,739</u>
Fund balance	\$ 568,573	\$ 547,834	\$ 20,739

Statement of Continuity

	Total	Care and Maintenance	Cemetery Prepaid
Balance, beginning of the year	<u>\$ 553,810</u>	<u>\$ 534,075</u>	<u>\$ 19,735</u>
Receipts			
Interest	3,584	3,455	129
Plot sales and monument fees	17,799	16,924	875
	<u>21,383</u>	<u>20,379</u>	<u>1,004</u>
Expenditures			
Transfers to General	<u>6,620</u>	<u>6,620</u>	-
Balance, end of the year	<u>\$ 568,573</u>	<u>\$ 547,834</u>	<u>\$ 20,739</u>

The Corporation of the Municipality of Arran-Elderslie
Trust Funds
Notes to Financial Information

December 31, 2021

1. Summary of Significant Accounting Policies

Management Responsibility	The management of the Corporation of the Municipality of Arran-Elderslie has prepared and is responsible for the integrity, objectivity and accuracy of this financial information. The Council reviews and approves the financial information.
Basis of Accounting	<p>The financial information has been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of Chartered Professional Accountants of Canada.</p> <p>Revenues and expenses are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.</p>
Use of Estimates	The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty and actual results could differ from management's best estimates as additional information becomes available in the future.
Basis of Consolidation	These trust funds have not been consolidated with the financial statements of the Corporation of the Municipality of Arran-Elderslie.

Chesley and District Fire Board
Financial Statements
For the year ended December 31, 2021

Chesley and District Fire Board
Financial Statements
For the year ended December 31, 2021

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Independent Auditor's Report

To the Board Members, Members of Council,
 Inhabitants and Ratepayers of the
 Participating Municipalities of the
 Chesley and District Fire Board

Opinion

We have audited the accompanying financial statements of the Chesley and District Fire Board, which comprise the statement of financial position as at December 31, 2021, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Chesley and District Fire Board as at December 31, 2021 and the results of its operations, changes in net financial assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Chesley and District Fire Board in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.



Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Owen Sound, Ontario
July 13, 2023

Chesley and District Fire Board
Statement of Financial Position

December 31	2021	2020
Financial assets		
Due from the Township of Chatsworth	\$ 9,932	\$ 7,110
Due from the Municipality of Arran-Elderslie-Reserve	<u>21,985</u>	<u>4,237</u>
	31,917	11,347
Liabilities		
Due to the Municipality of Arran-Elderslie	<u>9,932</u>	<u>7,110</u>
Net financial assets	21,985	4,237
Non-financial assets		
Tangible capital assets (Note 2)	<u>92,938</u>	<u>100,723</u>
Accumulated surplus (Note 3)	<u>\$ 114,923</u>	<u>\$ 104,960</u>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Chesley and District Fire Board
Statement of Operations and Accumulated Surplus

For the year ended December 31	2021 Budget (Note 1)	2021 Actual	2020 Actual
Revenue			
Municipal contributions			
Municipality of Arran-Elderslie	\$ 133,531	\$ 136,296	\$ 116,873
Municipality of Arran-Elderslie reserves	3,100	242	2,716
Township of Chatsworth	63,935	67,473	59,346
Provincial grant	-	3,100	3,605
Donations and other income	23,557	20,965	32,439
	<u>224,123</u>	<u>228,076</u>	<u>214,979</u>
Expenses			
Salaries and wages	121,071	114,841	108,078
Dispatch	6,383	7,034	6,254
Tanker expense	1,400	817	2,127
Materials, supplies and services	79,969	72,199	81,945
Amortization	-	23,222	29,908
	<u>208,823</u>	<u>218,113</u>	<u>228,312</u>
Annual surplus (deficit) (Note 1)	15,300	9,963	(13,333)
Accumulated surplus, beginning of the year	<u>104,960</u>	<u>104,960</u>	<u>118,293</u>
Accumulated surplus, end of the year	<u>\$ 120,260</u>	<u>\$ 114,923</u>	<u>\$ 104,960</u>

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Chesley and District Fire Board
Statement of Changes in Net Financial Assets

For the year ended December 31	2021 Budget (Note 1)	2021 Actual	2020 Actual
Annual surplus (deficit) (Page 5)	\$ 15,300	\$ 9,963	\$ (13,333)
Acquisition of tangible capital assets	(15,000)	(15,437)	(13,677)
Amortization of tangible capital assets	-	23,222	29,908
	(15,000)	7,785	16,231
Increase in net financial assets	300	17,748	2,898
Net financial assets, beginning of the year	4,237	4,237	1,339
Net financial assets, end of the year	\$ 4,537	\$ 21,985	\$ 4,237

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Chesley and District Fire Board
Statement of Cash Flows

For the year ended December 31	2021	2020
Cash provided by (used in)		
Operating activities		
Annual surplus (deficit) (Page 5)	\$ 9,963	\$ (13,333)
Items not involving cash		
Amortization	23,222	29,908
	33,185	16,575
Changes in non-cash working capital balances		
Due from the Township of Chatsworth	(2,822)	19,285
Due from the Municipality of Arran-Elderslie-reserve	(17,748)	(2,898)
Due to the Municipality of Arran-Elderslie	2,822	(19,285)
	15,437	13,677
Capital transactions		
Cash used to acquire capital assets	(15,437)	(13,677)
Net change in cash and cash equivalents	-	-
Cash and cash equivalents, beginning of the year	-	-
Cash and cash equivalents, end of the year	\$ -	\$ -

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Chesley and District Fire Board Summary of Significant Accounting Policies

December 31, 2021

Management Responsibility	The management of the Corporation of the Municipality of Arran-Elderslie is responsible for the integrity, objectivity and accuracy of the financial information presented in these financial statements. Management reviews and approves the financial statements before they are submitted to the Board.				
Basis of Accounting	<p>The financial statements of the Chesley and District Fire Board are the representations of management. They have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants as prescribed by the Ontario Ministry of Municipal Affairs and Housing.</p> <p>Revenues and expenditures are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.</p>				
Use of Estimates	The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. By their nature, these estimates are subject to measurement uncertainty and actual results could differ from management's best estimates as additional information becomes available in the future.				
Tangible Capital Assets	<p>Tangible capital assets are recorded at cost less accumulated amortization. Costs include all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Amortization is provided over the estimated useful life of the assets, using the straight-line method. The useful life of the assets is based on estimates made by Council. The following rates are used:</p> <table border="0" style="margin-left: 20px;"> <tr> <td style="padding-right: 40px;">Vehicles</td> <td>10 years</td> </tr> <tr> <td>Equipment and clothing</td> <td>12 years</td> </tr> </table> <p>Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.</p>	Vehicles	10 years	Equipment and clothing	12 years
Vehicles	10 years				
Equipment and clothing	12 years				

Chesley and District Fire Board
Summary of Significant Accounting Policies

December 31, 2021

Revenue Recognition

Revenues are reported on the accrual basis of accounting. Revenues are recognized as follows:

- (a) Other revenues are recorded upon sale of goods or provision of service when collection is reasonably assured.
 - (b) Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.
-

Chesley and District Fire Board
Notes to Financial Statements

December 31, 2021

1. Budgets

Under Canadian public sector accounting standards, budget amounts are to be reported on the statement of operations and accumulated surplus and changes in net financial assets for comparative purposes. The following is a reconciliation of the budget approved by the Board.

	2021	2021	2020
	Budget	Actual	Actual
Annual surplus (deficit) (Page 5)	\$ 15,300	\$ 9,963	\$ (13,333)
Transfers to reserves	-	(17,748)	(2,898)
Capital acquisitions	(15,300)	(15,437)	(13,677)
Amortization	-	23,222	29,908
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

2. Tangible Capital Assets

	2021		
	Vehicles	Equipment & Clothing	Total
Cost, beginning of the year	\$ 710,945	\$ 320,254	\$ 1,031,199
Additions	-	15,437	15,437
Disposals	-	-	-
Cost, end of the year	<u>710,945</u>	<u>335,691</u>	<u>1,046,636</u>
Accumulated amortization, beginning of the year	710,945	219,531	930,476
Amortization	-	23,222	23,222
Disposals	-	-	-
Accumulated amortization, end of the year	<u>710,945</u>	<u>242,753</u>	<u>953,698</u>
Net carrying amount, end of the year	<u>\$ -</u>	<u>\$ 92,938</u>	<u>\$ 92,938</u>

Chesley and District Fire Board
Notes to Financial Statements

December 31, 2021

2. Tangible Capital Assets - (continued)

	2020		
	Vehicles	Equipment & Clothing	Total
Cost, beginning of the year	\$ 710,945	\$ 306,577	\$ 1,017,522
Additions	-	13,677	13,677
Disposals	-	-	-
Cost, end of the year	710,945	320,254	1,031,199
Accumulated amortization, beginning of the year	704,226	196,342	900,568
Amortization	6,719	23,189	29,908
Disposals	-	-	-
Accumulated amortization, end of the year	710,945	219,531	930,476
Net carrying amount, end of the year	\$ -	\$ 100,723	\$ 100,723

3. Accumulated Surplus

	2021	2020
Invested in tangible assets	\$ 92,938	\$ 100,723
Reserve	21,985	4,237
	\$ 114,923	\$ 104,960



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: August 14, 2023

Subject: SRFIN.23.20 Financial Report – December 31, 2022

Report from: Tracey Neifer, Treasurer

Appendices:

- A. Financial Report – Municipal Services by Department, Building & Bylaw Enforcement Services, Water and Sewer Services
- B. Financial Report – Water Services
- C. Financial Report – Sewer Services
- D. Financial Report – Storm Services
- E. Financial Report – Protective Services - Fire
- F. Capital Financial Report
- G. Reserves and Reserve Funds
- H. Financial Report – Statement of Financial Position

Recommendation

Be It Resolved that Council hereby,

1. Approves the Financial Report for the year-ending December 31, 2022, and
2. That the year-end reserve transfers be approved as recommended within the Financial Report
 - 1) that the funds received from the Mount Hope United Church, \$3,852, be transferred to Cemetery Reserve #7342 to support future operating and maintenance costs for the Mount Hope Cemetery.
 - 2) that the surplus funds, \$35,000 for the Facility Condition Assessments and \$2,500 for the Tara Main Park Redevelopment Plan, be reallocated from Working Capital Reserve #7210 to Recreation Reserve #7250.

- 3) Maintenance work was completed at the Krug Memorial Park. As there are funds available in the Krug Memorial Park Reserve, \$14,305, it is recommended that \$5,584 be transferred from Reserve #7255 to operations 01-2514 Roads-Bridges which has funded the work.

Report Summary

The purpose of this report is to provide Council with a year-end update of the departmental results for the twelve (12) months of operations, covering the period of January 1, 2022 to December 31, 2022.

The report has been prepared based on the following structure:

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

Background

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

- ✓ SRFIN.21-47 Draft Operating and Capital Budget (December 13, 2021)
- ✓ SRFIN.22-05 2022 Operating and Capital Budget – Update (January 31, 2022)
- ✓ SRFIN.22-07 2022 Operating and Capital Budget – Update #2 (February 14, 2022)
- ✓ SRFIN.22.24 Quarterly Financial Report, January 1, 2022, to September 30, 2022 (November 28, 2022)

Analysis

Municipal Services

An overview of municipal services, which is exclusive of Building, Water, Sewer and Storm Services, reflects a negative position of \$86,388 compared to budget (net expenses are more than expected, producing a need for more tax dollars). While there are significant savings noted in Recreation and Culture, and Planning and Development, there is a significant overage in the areas of General Government and Transportation Services.

	2022		YTD Budget		
	Total	YTD	to Actual	Total	Total
	Budget	Actuals	Variance	2021	2020
01 Revenue Fund					
MUNICIPAL SERVICES					
GENERAL GOVERNMENT	263,397	494,461	(231,063)	557,326	662,907
PROTECTION SERVICES	1,838,677	1,864,051	(25,374)	1,976,019	1,921,172
TRANSPORTATION SERVICES	2,464,339	2,607,543	(143,204)	3,331,687	3,367,938
ENVIRONMENTAL SERVICES	27,767	16,625	11,141	(28,682)	(36,867)
HEALTH SERVICES	45,238	25,958	19,280	60,791	90,320
RECREATION AND CULTURE	1,122,091	969,049	153,043	1,127,498	930,940
PLANNING AND DEVELOPMENT	268,857	139,068	129,790	238,376	203,756
	6,030,366	6,116,756	(86,388)	7,263,015	7,140,166

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

Appendix A provides the departmental groupings that supports each of the service areas, for example:

- Protective Services includes:
 - Conservation Authorities
 - Fire Protection
 - Other Services
 - Policing

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

General Government

- **Council** – surplus of \$10,265 is attributed to favourable results across most areas (wages, benefits, materials, and supplies).

- An increase in election costs was noted due to postage being more than expected, and costs were incurred for Council's training manuals and tablet set up.
- **Program Support** – September's report reflected a positive position, however, this trend did not continue through to December, which resulted in a deficit of \$253,754. Positive results were noted in the following areas:
 - The bank interest rate increased from 0.75% in January to 4.64% in December, which attributed to the year-end results for interest income being greater than budget. This assisted in offsetting the decline in investment income, as income will be reflected as the investments mature over the long-term investment strategy that is currently in place with CIBC through their Principal Protected Notes. Overall, favourable results of \$42,328.
 - HST ITC Recovery project was estimated to recover \$10,000. While staff are still working on the project, current recovery is \$43,567 greater than expected.
 - Net revenue generated from lands sales during the year is \$288,413. Staff Report SRCLK.21.18 Surplus Lands Review was presented to Council on October 25, 2021, Council passed Resolution 25-403-2021, noting that any monies received from land sales will be transferred to reserve.

The year-end results include the final surplus transfer to reserve, in accordance with Resolution 9-145-2020, that the municipal surplus is transferred to Working Capital Reserve on an annual basis. The municipal surplus for 2022 was \$128,270. Additional details on the reserves are addressed in a separate section of this report and **Appendix G**.

Budget variances attributing to the overage include:

- Legal services were \$99,354 greater than expected.
 - Write off uncollectible accounts through general invoicing, assessment adjustments or unsuccessful tax sales is difficult to predict for budget purposes. Year-end results reflect an increase of \$11,229.
 - Overall, increased costs were noted in many areas, office and administrative expenses, operating materials, and supplies, building maintenance, telephone, pandemic costs, utilities and wages and benefits. Further analysis is required to address variances in wages and benefits.
- **Asset Management/GIS** - surplus of \$12,423 is attributed to a decrease in wages and benefits and contracted services. Due to constraints with staff capacity during the year, planned initiatives with asset management were delayed.

Protection Services

Overall, Protection Services ended the year in a slightly better position, \$25,368 overage, as compared to September's overage results of \$26,942. Referring to the departmental detail, \$9,173 is attributed to Conservation Authorities and \$14,009 to Fire Protection.

- **Conservation Authorities** – planned dyke work in Paisley was greater than expected.
- **Fire** – to be addressed separately within the report and **Appendix E**.

Transportation Services

Transportation Services are summarized as representing two areas: Roads and Winter Control. The year-end result of \$143,204, as reflected in **Appendix A** is directly attributed to Roads.

- **Roads** – the largest factor in Roads is Vehicles, and the costs are driven by increasing fuel prices. Staff continue to review and monitor for cost savings; however, the rising fuel prices have a significant impact to the department. In total, vehicles saw an increase of \$123,236 representing 86% of the increase in costs, of this total, fuel is \$114,533. Fuel costs in 2022 were tracked separately for gas, clear diesel, and dyed diesel, to assist with identifying what area contributes to the cost increases.
- **Winter Control** – the net cost of operations has been balanced with transfers from Reserves of \$94,696, as per Resolution 9-141-2020 that supports the annual transfer of surplus funds. The costs for salt/sand, snow moving and standby was budgeted for \$320,933 with year-end results of \$415,629, thus requiring a transfer from the Reserve to cover operating costs in 2022. The reserve balance on December 31, 2022, is \$66,480.

Environmental Services

Environmental Services includes the landfill operations, garbage collection and recycling, with overall favorable results of \$11,141.

- **Garbage Collection** – contract adjustments were noted during the year with an increase for a fuel surcharge and a billing adjustment as per the contract. Overall, department cost increases were \$17,296.
- **Waste Disposal** – landfill operations are supported by the revenues generated for the type of waste being disposed of. Fees collected have attributed to favorable results of \$15,260. Contracted services for grinding of wood and brush are less than expected by \$20,003. Net surplus results of \$19,920.
- **Recycling** – is a contracted service with Bruce Area Solid Waste Recycling, which the Municipality is a contributing member. Wages and benefits for municipal staff is currently under budget. Net surplus results of \$8,517.

Health Services

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

- **Clinics**

- Physician Recruitment – includes the cost of facilitating two physician agreements, \$35,348. The cost of the agreements is funded by the Physician Recruitment Reserve, as per Resolution 22-351-2021. The reserve balance on December 31, 2022, is \$12,112. This reserve will be fully utilized in 2023 to help offset agreement costs.
- Clinics – the two medical clinics are intended to be self-sustaining through the rental income collected. Surplus funds are transferred to Reserve as per Resolution 9-142-2020 for Chesley Clinic and 9-143-2020 for Paisley Clinic.
 - Transfer to Reserve, Chesley Clinic - \$12,254 as budgeted, however, \$2,235 was transferred from Reserve to offset operating costs in 2022. Contracted services (cleaning and maintenance) and utility costs were greater than expected.
 - Chesley reserve balance on December 31, 2022, is \$82,085.
 - Transfer to Reserve, Paisley Clinic - \$2,017 as budgeted, however, with a year-end surplus, an additional \$4,100 was transferred to Reserve.
 - Paisley reserve balance on December 31, 2022, is \$44,502.

- **Cemeteries**

- The Municipality incurs costs for the maintenance of each site, which is offset by plot and monument sales, interest from the trust funds and taxation. Collectively, the operating budget was set at \$45,238 with year end results of \$25,958, resulting in a surplus of \$19,280.
 - Common – the surplus of \$14,485 is attributed to a realignment of bank interest (\$8,778) with the consolidation of the bank accounts that was approved by the Bereavement Authority of Ontario and a savings in student wages and benefits.
 - Arran – includes the transfer of funds from the Mount Hope United Church, \$3,852, to support the transfer of the cemetery operations to Arran-Elderslie.
 - Chesley – revenue from user fees and interest income were less than budget, \$3,299, and the operating costs for wages and benefits, utilities and contracted services were more than expected, \$7,230. Both contributing to a net deficit position.
 - Elderslie – overall, staff time was less than expected.

- Paisley – overall, the increase in user fees was sufficient to offset the increase in staff time.
- Tara – the increase in user fees, \$9,578 was largely attributed to columbarium sales. Operating expenses were less than expected.

Recommendation #1: that the funds received from the Mount Hope United Church, \$3,852, be transferred to Cemetery Reserve #7342 to support future operating and maintenance costs for the Mount Hope Cemetery.

Recreation and Culture

Positive results of \$153,043 is attributed to all service areas of Recreation and Culture, as noted in **Appendix A**.

- **Administrative**

- Parkland - reflects a revenue increase of \$15,054 attributed to grants, donations, and pavilion rentals. Operating expenses, while seeing an increase in utilities and equipment rental, there were savings in wages and benefits, contracts, and materials.
- Admin – the budget for wages and benefits included additional staffing coverage during covid, some of these funds were not needed, and contributed to the overall surplus in this area of \$52,582. The costs were to be funded by the Covid-19 Recovery Grant, \$48,139, of which \$34,390 has been transferred to Reserve. The budget provided for Facility Condition Assessments, \$35,000 and the Tara Main Park Redevelopment Plan, \$2,500. These projects did not take place in 2022. As a result, the surplus funds have been transferred to the Working Capital Reserve with the year-end entry.

Recommendation #2: that the surplus funds, \$35,000 for the Facility Condition Assessments and \$2,500 for the Tara Main Park Redevelopment Plan, be reallocated from Working Capital Reserve #7210 to Recreation Reserve #7250.

- Common H&S – the operating costs are to provide staff with the necessary PPE (personal protective equipment) in clothing and boots, as well as training and materials and supplies. Not all the funds were required in 2022.
- **Ball Fields** – operating expenses include utilities, materials and supplies, contracted services, and staff time. In some instances, revenue is generated through ball field, soccer field, and horse ring rentals. Overall, expenses were less than expected.

- **Arenas** – each of the arena's saw favourable results in 2022, with year-end surpluses being transferred to Reserve for Arena/Community Centres as per Resolution 172-13-2022:
 - Chesley Community Centre - \$38,140; surplus is largely attributed to utility savings of \$38,931.
 - Paisley Community Centre - \$18,293; surplus is largely attributed to utility savings of \$16,221.
 - Tara Community Centre - \$26,114; similar to the other two centres, Tara has utility savings of \$4,404, in addition, savings with repairs and maintenance and materials and supplies.
 - Reserve balance on December 31, 2022, is \$827,404. This includes \$233,526 unspent capital for the Paisley 2nd Floor Renovation and Lift Rehabilitation.

- **Pools** – similar to the arena's, the Pools are also covered in Resolution 172-13-2022, with \$27,036 being transferred to Reserve:
 - Chesley - \$27,641 transferred to Reserve; surplus is largely attributed to wages and benefits savings of \$25,207.
 - Tara - \$603 was transferred from Reserve to help offset operating costs. While there was a savings in wages and benefits, \$8,827, there were increases in materials and supplies (soffit/fascia and paint) and contracted services (pool floor coating).

- **Other Facilities** – this includes other buildings that are managed by the Municipality and supported by rental income, as well as the Chesley Trailer Park. Overall, operations in this area resulted in a surplus of \$4,477.
 - Chesley Trailer Park – the budget has provided for a surplus of \$12,794 to be transferred to Reserve. Year-end results provided for an additional transfer to Reserve of \$11,566. Rental income was slightly higher than budget, \$2,102, and utility cost were less than budget, \$8,978. The transfer to Reserve is also supported by Resolution 9-144-2020. Reserve balance on December 31, 2022, is \$80,672.

- **Libraries** - each of the libraries are supported by rental agreements with \$6,809 of the tax levy to assist with operating expenses. Overall, operations in this area resulted in a surplus of \$10,639. Operating expenses for utilities, wages and benefits, and materials and supplies were less than expected.

- **Museum** – the Paisley Museum is supported by a student grant, admission, and program fees. The operating expenses were less than expected in utilities, wages and benefits and materials and supplies.

- **Programs** – includes the recreation programs and day camps.
 - Programs – program revenues were less than budget, \$1,608, compared to operating expenses being higher than budget, \$11,723. Increased costs are attributed to wages and benefits and materials and supplies.
 - Day Camp – registration fees exceed expectations by \$28,433.

Planning and Development

Overall positive results of \$129,790 which is largely attributed to a staff vacancy in Economic Development and the deferral of strategic initiatives. This area also includes zoning application fees, management of the decorations spread throughout the community, and gravel pit work. Tile drainage represents a program provided by Ontario Ministry of Agriculture and Food (OMAFRA), with the Municipality operating as the cashflow agent to submit grant requests and collect and distribute funds with property owners.

Building Services

Building Services includes the operations of the Building Department (Inspections) and Property Standards (Standards), with Inspections seeing positive results of \$30,725, providing for an additional transfer to the Building Reserve.

	2022		YTD Budget		
	Total	YTD	to Actual	Total	Total
	Budget	Actuals	Variance	2021	2020
01 Revenue Fund					
BUILDING & BYLAW ENFORCEMENT SERVICES					
Building	0	3,718	(3,718)	0	2
ByLaw	49,803	50,428	(625)	6,912	15,491
	49,803	54,145	(4,342)	6,912	15,493

On January 30th, 2023, Council received the Chief Building Official's update for 2022 which indicated that the year finished stronger than expected, however less than last year (130 permits issued compared to 160 in total for 2021). The year-end results included additional permit fee revenue of \$9,989, plus reduced spending in wages and benefits, office and administrative, and materials and supplies. A final year-end adjustment will be recorded through the reserves, \$3,718, to balance the Building department.

Continuity of Building Reserve

Balance forward, December 31, 2021	\$279,821
Budgeted transfer from operations for 2022	\$9,774
Building support of operating costs of AM/GIS	(\$10,000)
2022 Year End Allocation of department surplus	\$30,725
2022 Final Adjustment of department surplus	(\$3,718)
Balance, December 31, 2022	\$306,602

Water, Sewer, and Storm Services

Water and Sewer Services are fully funded by the user fees collected, with year-end results being adjusted through the respective reserves. Stormwater management has been realigned under the division of Sewer and Water, but historically, has been funded by taxation.

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

The following chart provides an overview of the year-end results, with a favourable position of \$177,764 being transferred to Reserves.

	2022		Reserve
Transfer to (from) Reserve	Total	YTD	Transfer
	Budget	Actuals	Variance
01 Revenue Fund			
WATER AND SEWER SERVICES			
SHARED ADMINISTRATION	(325,641)	(343,274)	(17,633)
SEWER	771,325	878,447	107,122
Chesley	426,776	428,417	1,641
Paisley	116,509	119,286	2,777
Tara	228,040	330,744	102,704
WATER	1,195,687	1,283,962	88,275
Chesley/Paisley	925,988	968,152	42,164
Tara	269,699	315,810	46,111
	1,641,371	1,819,135	177,764

Reserve balances on December 31, 2022:

- Sewer and Water Reserve \$110,492
- Sewer Reserve \$3,715,230
- Water Reserve \$8,408,458

A final year-end adjustment will be recorded of \$35,706 transfer to Reserve to balance the Shared Administration department. These amounts have been included in the Reserve balances above:

- Sewer Reserve \$21,424
- Water Reserve \$14,282

Separate Financial Reports, **Appendices B, C, and D**, provides a further breakdown of the financial results in Water, Sewer, and Storm. The User Fees noted in the Water and Sewer reports is reflective of the flat fee per property included in the property tax bill, usage fees billed quarterly, new user connection fees and service calls. In total, user fees are higher by \$114,601 for Water and \$91,049 for Sewer, which attributes to the positive variance in both Water and Sewer.

Storm Services have historically been funded by taxation, which is currently under review as the Municipality investigates user fees. As per Resolution 172-13-2022 the year-end results are reviewed, and surplus funds are transferred to Reserve. Catch Basins were under budget by \$14,364, whereas Ditches were over budget by \$11,358 due to an increase in contracted services. The Stormwater Reserve increased by \$3,004 to a balance on December 31, 2022, of \$26,336.

Protective Services – Fire

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

	2022		YTD Budget		
	Total	YTD	to Actual	Total	Total
	Budget	Actuals	Variance	2021	2020
01 Revenue Fund					
MUNICIPAL SERVICES					
PROTECTION SERVICES					
Conservation Authorities					
Total Conservation Authorities	111,866	121,039	(9,173)	119,092	106,035
Fire Protection					
01-2005 Protection-General-All	0	0	0	147,612	149,190
01-2010 Protection-Common Fire	126,459	140,644	(14,185)	87,228	50,018
01-2012 Protection-Chesley Fire	154,176	154,005	171	159,982	118,180
01-2014 Protection-Paisley Fire	97,543	97,540	3	118,495	132,622
01-2016 Protection-Tara Fire	134,936	134,934	2	142,236	161,605
Total Fire Protection	513,114	527,123	(14,009)	655,553	611,615
Other Services					
Total Other Services	44,773	43,905	868	32,939	35,645
Policing					
Total Policing	1,168,924	1,171,978	(3,054)	1,168,435	1,167,877
Total PROTECTION SERVICES	1,838,677	1,864,045	(25,368)	1,976,019	1,921,172

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

Collectively, year-to-date wages and benefits are under budget by \$21,898, which is directly related to variations in service calls year-over-year and the type of call. There have been 202 (Budget 182) service calls to December 31st, 2022:

- Chesley 81, Annual Budget 80
- Paisley 70, Annual Budget 58
- Tara 51, Annual Budget 44

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

As per Resolution 5-76-2020 the surplus funds from minor capital expenditures are transferred to reserves. The following transfers to (from) Reserves was recognized in 2022:

- Chesley/Chatsworth - \$2,316
- Paisley – (\$828)
- Tara - \$1,820

The Chesley and Area Joint Fire Board Resolution 13-2021 supported the initiative that surplus funds generated from motor vehicle accidents be transferred to the Chesley/Chatsworth Reserve to support equipment purchases. In 2022, \$2,729 was transferred to the Reserve.

Annually, the departmental operating surplus of the fire stations is reviewed and transferred to the Arran-Elderslie Fire Reserve, in accordance with Resolution 6-96-2020. The following transfers to Reserves was recognized in 2022:

- Chesley - \$9,732
- Paisley – \$9,443
- Tara - \$1,207

Reserve balances on December 31, 2022:

• Protective Services - Fire	\$90,133
• Chesley – Bell Mobility	\$47,064
• Paisley – Bell Mobility	\$85,040
• Tara – Bell Mobility	\$64,463
• Fire Station – Chesley	\$189,575
• Fire Station – Paisley	\$170,619
• Fire Station – Tara	\$170,017
• Fire Station – Chesley/Chatsworth	\$31,531
 Total Reserves	 \$848,442

Capital Report

Capital expenditures have been included in **Appendix F**, with a comparison to Budget by project. On a budget of \$8,658,963, the year-end expenses represent only 56.22% or \$4,867,844.

Municipality of Arran-Elderslie						
Capital Financial Report Overview - December 31, 2022						
Prepared: July 16, 2023						
		Budget: Sources of Financing				
Municipal Services	2022 Capital Expenditures	2022 Capital Plan	2023 Capital Plan	Grants & Donation	Reserves	Reserve Funds
General Government	208,375	355,962	152,200	219,153	136,809	-
Environmental Services	242,660	478,000	100,000	349,891	-	128,109
Protection Services	72,823	86,875	-	-	86,875	-
Transportation Services	751,774	2,714,550	1,311,650	1,057,521	660,489	996,541
Health Services	27,760	62,500	52,500	41,250	21,250	-
Recreation & Cultural Services	746,055	870,079	257,500	667,236	202,843	-
	2,049,446	4,567,966	1,873,850	2,335,051	1,108,266	1,124,650
Grant Initiatives	1,518,853	1,700,107	-	1,030,044	670,063	-
Total Municipal Services	3,568,299	6,268,073	1,873,850	3,365,095	1,778,329	1,124,650
		Budget: Sources of Financing				
Water & Sewer Services	2022 Capital Expenditures	2022 Capital Plan	2023 Capital Plan	Grants & Donation	Reserves	Reserve Funds
AE Common - Water/Sewer	6,941					
Water Services	604,807	1,317,880	768,960	31,239	1,286,641	-
Sewer Services	687,797	1,073,010	242,900	-	1,073,010	-
Total Water & Sewer Services	1,299,545	2,390,890	1,011,860	31,239	2,359,651	-
2022 Total Capital Projects	4,867,844	8,658,963	2,885,710	3,396,334	4,137,980	1,124,650

The following comments have been provided to address projects that have been delayed or contribute to only 56.22% of capital projects being completed or unspent capital of \$3,791,119.

Transportation Services:

- Youngs Bridge – project is in process with easement, CHER, HIA and Archaeological studies, unspent capital \$559,183.
- Roads – Brooks St. West, Tara, Francis to School – project was cancelled due to tender results, unspent capital \$553,283.

2021 Grant Initiatives (ICIP):

- Paisley Community Centre – 2nd Floor Renovations and Lift Rehabilitation, work progressing in 2023, unspent capital \$452,179.

General Government:

- Buildings – Administrative – Municipal Office Basement – work progressing in 2023, unspent capital \$198,316.

Roads:

- Sidewalks – Rehabilitation Study – project was delayed due to tender results, work progressing in 2023, unspent capital \$747,022.

Environmental Services:

- Storm – Hamilton Street – project was delayed due to other projects in process, unspent capital \$200,000.

Water and Sewer Services:

- Water - Wells – Community Park #4, project is underway, unspent capital \$467,852.
- Sewer – UV System, unspent capital \$210,507.

Collectively, the unspent capital of \$3,388,342 for these 8 projects represents 89.38% of the total unspent capital for 2022. The unspent capital at the end of the year is transferred back to reserves and will support the ongoing capital costs incurred in 2023.

Reserves and Reserve Funds

Detailed information on the Reserves and Reserve Funds has been provided in **Appendix G:**

- Summary of Reserves - \$21,499,689
 - Municipal Reserves - \$8,932,570, a slight decrease of \$86,015 compared to 2021
 - User Fee Reserves - \$12,567,119, an increase of \$617,705 compared to 2021
- Summary of Reserve Funds - \$1,471,803
- History of Municipal Reserves funded by Taxation
- History of Municipal Reserves funded by User Fees

The following provides an overview of the Reserve activity during 2022:

Continuity of Municipal Reserves		
Balance forward, December 31, 2021		9,018,585
2022 Approved Budget Transfers		
Transfers to Operations	(315,369)	
Transfers to Reserves	1,335,007	
Transfers to Capital Fund	(1,902,153)	(882,515)
2022 Reserve Activity		
Transfers from Operations	431,136	
Transfers for Unspent Capital	1,170,930	
Transfers to Capital	(805,567)	796,499
Balance, December 31, 2022		8,932,570

The transfer from operations, \$431,136 includes the year-end adjustments noted throughout the report regarding annual surplus transfers supported by Resolutions of Council. Operating initiatives defined in the budget as funded by Reserves are also reviewed and reconciled, and any unused funds are transferred to the respective Reserves as part of the year-end adjustments.

Recommendation #3: Maintenance work was completed at the Krug Memorial Park. As there are funds available in the Krug Memorial Park Reserve, \$14,305, it is recommended that \$5,584 be transferred from Reserve #7255 to operations 01-2514 Roads-Bridges which has funded the work.

The transfer for unspent capital correlates with the projects addressed above under the Capital Report.

The transfers to capital, \$805,567 includes project overages, most significantly are:

- Soper Bridge, \$318,552, as addressed in report SRW.22.07
- 4th Ave SW/3rd St SW, \$277,387, as addressed in report SRW.22.15

Continuity of User Fee Reserves		
Balance forward, December 31, 2021		11,949,414
2022 Approved Budget Transfers		
Transfers to Operations	(362,141)	
Transfers to Reserves	1,976,784	
Transfers to Capital Fund	(2,359,651)	(745,008)
2022 Reserve Activity		
Transfers from Operations	243,459	
Transfers for Unspent Capital	1,160,178	
Transfers to Capital	(40,924)	1,362,713
Balance, December 31, 2022		12,567,119

Financial Overview of the Balance Sheet

Throughout the year the financial reports are presented to Council on a quarterly basis to show the departmental operating and capital results compared to Budget. It is the financial strength of the Balance Sheet or Statement of Financial Position that supports municipal operations. The Municipality continues to maintain a strong financial position.

Appendix H Financial Report, Statement of Financial Position has been provided as a draft report template that is currently in development in the FMW Reporting Module, to show the strength of operations and comparability to the annual audited financial statements.

Operating Fund – includes all operations of the Municipality, inclusive of Building, Sewer, Storm, and Water. The Municipality does not maintain separate accounts in this area, other than in Accounts Receivables.

Capital Fund – capital projects managed through the Capital Report but tracked separately for accounting purposes and asset inventory.

Consol. Boards – for the preparation of the audited financial statements, the municipality must include the assets, liabilities, revenues and expenses of all municipal organizations, committees, and boards which are owned or controlled by Council. The following are included for audit purposes, but are not included in the quarterly reporting for Arran-Elderslie:

- Bruce Area Solid Waste Recycling Association (8.66%)
- Saugeen Mobility and Regional Transit (8.9%)

Chesley and District Fire Board is included in the quarterly reporting for Arran-Elderslie as the operations are managed by the Municipality. For audit purposes the portion attributed to the Township of Chatsworth (34.3%, except the tanker is 55.56%) is removed from the audited financial statement.

Reserve Funds – those reported under **Appendix G**, Obligatory and Discretionary Reserve Funds that are managed and reported on separately.

The Municipality also manages the Trust Funds for cemetery operations, which are reported on separately.

The following financial highlights are related to the Operating Fund:

- Cash and Investments
 - Invested in CIBC Principal Protected Notes (PPN's) - \$10,500,000, part of a long-term investment strategy.
 - Restricted cash and investments related to gravel pit deposits - \$49,585.
- Accounts Receivable
 - Taxes Receivable - \$1,066,705, 64.3% are current year taxes. Staff monitors the accounts with regular follow up and initiates registration procedures when arrears reach three years.
 - Trade and Other Receivables – includes Federal and Provincial Grants \$1,147,490, HST Q4 Remittance \$279,700, Water/Sewer Q4 billings \$186,578.
- Long Term Receivables
 - Tile Drain Loans \$273,379, collected through taxes over the term of the loans. There are currently 15 loans in place.
- Accounts Payable and Accrued Liabilities
 - Accrued wages and benefits for December - \$217,235
 - Trade payables - \$971,109, invoices for goods and services received but not yet paid; the most significant being OPP services for November and December totalling \$194,891.
- Other Liabilities
 - Landfill Closure and Post Closure Liabilities - \$169,755 for Arran and Chesley Landfill, representing the cost of closure and post-closure care requirements.
 - Post-Employment Benefits Liabilities - \$391,971 for accumulated sick leave and retirement benefits.
 - Deferred Revenue - \$334,738, which includes funds received in advance of costs being incurred, for example, Splashpad donations, MMP3 Grant for Cemetery Digitization, CCRF Lift Grants, and grant for the Allenford Ball Park. These revenues will be recognized in 2023 when the expenses are incurred.
 - Long-term Liabilities - \$273,379 for the debt related to Tile Drain Loans, fully payable by the benefitting property owners.
- Inventory of Supplies – includes water meters and sand/salt to be used in 2023.
- Prepaid Expenses – includes service costs that are paid annually and carryover to the following year, or invoices received and paid for the 2023 services such as, Keystone and Escribe software licensing.

Link to Strategic/Master Plan

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

Overall, the municipality is in a good financial position moving forward to 2023.

Approved by: Sylvia Kirkwood, Chief Administrative Officer

A. Financial Report - Services by Department

MUNICIPAL SERVICES

Operating Fund

For period ending December 31, 2022

	2022		YTD Budget		
	Total	YTD	to Actual	Total	Total
	Budget	Actuals	Variance	2021	2020
01 Revenue Fund					
MUNICIPAL SERVICES					
GENERAL GOVERNMENT					
General Services					
01-1010 General-Council	129,105	118,840	10,265	116,720	125,204
01-1020 General-Program Support	134,292	388,047	(253,754)	440,604	550,475
01-1030 General-Asset Management / GIS	0	(12,423)	12,423	2	(12,772)
Total General Services	263,397	494,464	(231,066)	557,326	662,907
Total GENERAL GOVERNMENT	263,397	494,464	(231,066)	557,326	662,907
PROTECTION SERVICES					
Conservation Authorities					
01-2030 Protection- Conservation	22,660	31,516	(8,856)	34,343	22,800
01-2031 Protection-Conservation SVCA	46,980	47,297	(317)	44,264	43,820
01-2032 Protection-Conservation GSCA	42,226	42,226	0	40,485	39,415
Total Conservation Authorities	111,866	121,039	(9,173)	119,092	106,035
Fire Protection					
01-2005 Protection-General-All	0	0	0	147,612	149,190
01-2010 Protection-Common Fire	126,459	140,644	(14,185)	87,228	50,018
01-2012 Protection-Chesley Fire	154,176	154,005	171	159,982	118,180
01-2014 Protection-Paisley Fire	97,543	97,540	3	118,495	132,622
01-2016 Protection-Tara Fire	134,936	134,934	2	142,236	161,605
Total Fire Protection	513,114	527,123	(14,009)	655,553	611,615
Other Services					
01-2045 Protection- Crossing Guards	37,363	37,245	118	24,633	24,931
01-2050 Protection-Emergency Measures	7,410	6,660	750	8,306	10,714
Total Other Services	44,773	43,905	868	32,939	35,645
Policing					
01-2020 Protection-Police	1,168,924	1,171,978	(3,054)	1,168,435	1,167,877
Total Policing	1,168,924	1,171,978	(3,054)	1,168,435	1,167,877
Total PROTECTION SERVICES	1,838,677	1,864,045	(25,368)	1,976,019	1,921,172
TRANSPORTATION SERVICES					
Roads					
01-2510 Transportation-Roads-Admin	127,641	98,938	28,702	1,141,232	1,118,532
01-2511 Transportation-Roads-Admin-Union	326,401	335,667	(9,266)	294,016	298,269
01-2512 Transportation-Roads-Shop	144,298	160,725	(16,427)	122,873	147,676
01-2513 Transportation-Roads-Roadside	109,374	116,812	(7,438)	116,560	142,326
01-2514 Transportation-Roads-Bridges	154,337	144,077	10,260	153,950	138,319
01-2515 Transportation-Roads-Hardtop	48,366	62,022	(13,656)	53,358	52,596
01-2516 Transportation-Roads-Gravel	609,184	629,888	(20,704)	563,247	500,367
01-2517 Transportation-Roads-Safety	58,479	39,496	18,984	40,959	52,248
01-2518 Transportation-Roads-Vehicles	451,361	574,597	(123,236)	371,083	399,722
01-2530 Transportation-Saugeen Mobility & Regional Trans	52,287	62,104	(9,817)	50,764	51,156
01-2540 Transportation-Parking	4,050	3,181	869	1,972	2,437
01-2550 Transportation-Street Lighting	57,628	59,102	(1,474)	113,461	113,537
Total Roads	2,143,406	2,286,609	(143,203)	3,023,475	3,017,185

A. Financial Report - Services by Department

MUNICIPAL SERVICES

Operating Fund

For period ending December 31, 2022

	2022		YTD Budget		
	Total	YTD	to Actual	Total	Total
	Budget	Actuals	Variance	2021	2020
Winter Control					
01-2520 Transportation-Winter Ctrl-Salt/Sand	86,807	86,808	(1)	87,249	95,328
01-2521 Transportation-Winter Ctrl-Snow Moving	218,778	218,778	0	220,963	242,095
01-2522 Transportation-Winter Ctrl-Standby	15,348	15,348	0	0	13,330
Total Winter Control	320,933	320,934	(1)	308,212	350,753
Total TRANSPORTATION SERVICES	2,464,339	2,607,543	(143,204)	3,331,687	3,367,938
ENVIRONMENTAL SERVICES					
Environmental Programs					
01-3040 Environmental-Garbage Collection	(145,245)	(127,949)	(17,296)	(136,694)	(133,195)
01-3050 Environmental-Waste Disposal	66,903	46,983	19,920	12,361	3,715
01-3060 Environmental-Recycling	106,109	97,591	8,517	95,651	92,613
Total Environmental Programs	27,767	16,625	11,141	(28,682)	(36,867)
Total ENVIRONMENTAL SERVICES	27,767	16,625	11,141	(28,682)	(36,867)
HEALTH SERVICES					
Clinics					
01-4000 Health-Physician Recruitment	0	0	0	41,498	41,764
01-4002 Health-Clinic-Chesley	1	0	1	0	0
01-4004 Health-Clinic-Paisley	1	1	0	0	1
Total Clinics	2	1	1	41,498	41,765
Cemeteries					
01-4010 Health-Cemetery-Common	6,838	(8,007)	14,845	653	927
01-4011 Health-Cemetery-Arran	4,442	6,810	(2,368)	2,982	1,182
01-4012 Health-Cemetery-Chesley	15,269	25,798	(10,529)	13,030	25,474
01-4013 Health-Cemetery-Elderslie	4,927	2,779	2,148	1,903	5,091
01-4014 Health-Cemetery-Paisley	6,404	6,754	(350)	6,546	8,164
01-4016 Health-Cemetery-Tara	7,356	(8,177)	15,533	(5,821)	7,717
Total Cemeteries	45,236	25,957	19,279	19,293	48,555
Total HEALTH SERVICES	45,238	25,958	19,280	60,791	90,320
RECREATION AND CULTURE					
Administrative					
01-5001 Rec/Cult-Parkland-Recreation	167,605	127,454	40,151	137,395	151,026
01-5015 Rec/Cult-Admin	134,315	87,087	47,228	258,946	240,899
01-5020 Rec/Cult-Common H&S	9,586	4,723	4,863	9,233	4,785
Total Administrative	311,506	219,264	92,242	405,574	396,710
Ball Fields					
01-5311 Rec/Cult-Parks-Ball Field-Arran/Allenford	3,141	1,356	1,785	977	959
01-5312 Rec/Cult-Parks-Ball Field-Chesley	8,147	6,061	2,086	7,714	7,760
01-5314 Rec/Cult-Parks-Ball Field-Paisley	5,619	1,435	4,184	1,185	3,994
01-5316 Rec/Cult-Parks-Ball Field-Tara	11,205	8,183	3,022	4,176	9,189
Total Ball Fields	28,112	17,035	11,077	14,052	21,902
Arenas					
01-5412 Rec/Cult-Facilities-Chesley Comm Ctr	205,196	205,905	(709)	190,648	150,117
01-5414 Rec/Cult-Facilities-Paisley Comm Ctr	205,380	196,606	8,774	185,328	166,105
01-5416 Rec/Cult-Facilities-Tara Comm Ctr	152,577	153,802	(1,225)	160,378	116,908
Total Arenas	563,153	556,313	6,840	536,354	433,130
Pools					
01-5512 Rec/Cult-Facilities-Chesley Pool	53,465	53,465	0	46,097	9,009
01-5516 Rec/Cult-Facilities-Tara Pool	51,064	51,066	(2)	49,973	5,286
Total Pools	104,529	104,531	(2)	96,070	14,295

A. Financial Report - Services by Department
MUNICIPAL SERVICES
Operating Fund
For period ending December 31, 2022

	2022		YTD Budget		
	Total	YTD	to Actual	Total	Total
	Budget	Actuals	Variance	2021	2020
Other Facilities					
01-5411 Rec/Cult-Facilities-CC Arran/Arkwright	6,101	4,234	1,867	4,425	3,053
01-5612 Rec/Cult-Facilities-Chesley Trailer Park	(1)	(2)	2	1	12,539
01-5712 Rec/Cult-Facilities-Lease-Chesley Town Hall	32,960	27,312	5,648	16,464	16,707
01-5714 Rec/Cult-Facilities-Lease-Paisley Legion	6,180	7,194	(1,014)	7,134	3,798
01-5715 Rec/Cult-Facilities-Lease-Paisley LCBO	(8,388)	(6,362)	(2,026)	(8,509)	(10,313)
Total Other Facilities	36,852	32,376	4,477	19,515	25,784
Libraries					
01-5812 Rec/Cult-Libraries-Chesley	(3,420)	(5,779)	2,359	(9,820)	(9,807)
01-5814 Rec/Cult-Libraries-Paisley	2,986	(508)	3,494	653	(397)
01-5816 Rec/Cult-Libraries-Tara	7,243	2,457	4,786	3,168	1,846
Total Libraries	6,809	(3,830)	10,639	(5,999)	(8,358)
Museum					
01-5914 Rec/Cult-Museum-Paisley	10,861	3,915	6,946	8,841	0
Total Museum	10,861	3,915	6,946	8,841	0
Programs					
01-5210 Rec/Cult-Programs-AE Programs	40,712	54,043	(13,331)	50,241	46,517
01-5220 Rec/Cult-Programs-Day Camp	19,557	(14,599)	34,156	2,850	960
Total Programs	60,269	39,444	20,825	53,091	47,477
Total RECREATION AND CULTURE	1,122,091	969,048	153,044	1,127,498	930,940
PLANNING AND DEVELOPMENT					
Economic Development					
01-7010 Plan/Dev-Planning-Zoning	(500)	5,632	(6,132)	0	(500)
01-7220 Plan/Dev-Comm/Ind-Downtown Decor	53,354	47,519	5,836	40,868	41,531
01-7230 Plan/Dev-Comm/Ind- Gravel Pits	8,858	6,876	1,982	4,435	976
01-7300 Plan/Dev-Natural Gas Project	1,657	0	1,657	0	1,183
01-7410 Plan/Dev-Economic Development	178,368	72,477	105,891	157,681	154,208
Total Economic Development	241,737	132,504	109,234	202,984	197,398
Tile Drainage					
01-7610 Plan/Dev-Tile Drainage	27,120	6,560	20,560	35,392	6,358
Total Tile Drainage	27,120	6,560	20,560	35,392	6,358
Total PLANNING AND DEVELOPMENT	268,857	139,064	129,794	238,376	203,756
Total 01 Revenue Fund	6,030,366	6,116,747	(86,379)	7,263,015	7,140,166

A. Financial Report - Services by Department
BUILDING & BYLAW ENFORCEMENT SERVICES
Operating Fund
For period ending December 31, 2022

	2022		YTD Budget		
	Total	YTD	to Actual	Total	Total
	Budget	Actuals	Variance	2021	2020
01 Revenue Fund					
BUILDING & BYLAW ENFORCEMENT SERVICES					
Building					
Building Inspection					
01-2042 Protection-Building Inspection	0	3,717	(3,717)	0	2
Total Building Inspection	0	3,717	(3,717)	0	2
Total Building	0	3,717	(3,717)	0	2
ByLaw					
ByLaw Enforcement					
01-2041 Protection-Animal Control	(3,615)	(3,500)	(115)	13	(5,462)
01-2044 Protection-Property Standards	8,464	53,928	(45,464)	6,899	20,953
01-2060 Protection-By-Law/POA Parking	44,954	0	44,954	0	0
Total ByLaw Enforcement	49,803	50,428	(625)	6,912	15,491
Total ByLaw	49,803	50,428	(625)	6,912	15,491
Total 01 Revenue Fund	49,803	54,145	(4,342)	6,912	15,493

A. Financial Report - Services by Department

WATER AND SEWER SERVICES

Operating Fund

For period ending December 31, 2022

	2022		YTD Budget		
	Total	YTD	to Actual	Total	Total
	Budget	Actuals	Variance	2021	2020
01 Revenue Fund					
WATER AND SEWER SERVICES					
SHARED ADMINISTRATION					
Shared Costs					
01-3005 Environmental-Sewer&Water-Common		-35,703	35,703	647,701	648,382
Total Shared Costs		-35,703	35,703	647,701	648,382
Total SHARED ADMINISTRATION		-35,703	35,703	647,701	648,382
SEWER					
Chesley Sewer System					
01-3012 Environmental-Sewage-Chesley	-1	1	-2		-1
Total Chesley Sewer System	-1	1	-2		-1
Paisley Sewer System					
01-3015 Environmental-Sewage-Paisley		2	-2	-2	-1
Total Paisley Sewer System		2	-2	-2	-1
Tara Sewer System					
01-3017 Environmental-Sewage-Tara	2	1	-1	-1	
Total Tara Sewer System	2	1	-1	-1	
Total SEWER	1	4	-5	-3	-2
WATER					
Chesley/Paisley Water System					
01-3032 Environmental-Water-Chesley/Paisley	-2	2	-4		2
Total Chesley/Paisley Water System	-2	2	-4		2
Tara Water System					
01-3036 Environmental-Water-Tara		-2	2	2	1
Total Tara Water System		-2	2	2	1
Source Water Protection					
01-3030 Environmental-Source Water Protection					-2,210
Total Source Water Protection					-2,210
Total WATER	-2		-2	2	-2,207
STORM					
Storm Programs					
01-3018 Environmental-Storm Water-Catch Basins	25,501	25,502	-1	23,364	20,500
01-3019 Environmental-Storm Water-Ditches	19,431	19,432	-1	20,141	17,456
Total Storm Programs	44,932	44,934	-2	43,505	37,956
Total STORM	44,932	44,934	-2	43,505	37,956
Total 01 Revenue Fund	44,931	9,235	35,694	691,205	684,129

B. Financial Report - Water Services

Operating Fund

For period ending December 31, 2022

	Chesley/Paisley	Tara	Source	Consolidated	Consolidated		
	YTD	YTD	YTD	YTD	Total	Total	Total
	Actuals	Actuals	Actuals	Actuals	Budget	2021	2020
01 Revenue Fund							
WATER							
Revenues							
User Fees	1,203,220	434,711		1,637,931	1,523,330	1,578,678	1,520,699
Other Revenue	23,153	2,409		25,562	7,439	18,957	21,786
Transfers from Reserves			6,500	6,500	6,500	6,500	10,710
Total Revenues	1,226,373	437,120	6,500	1,669,993	1,537,269	1,604,135	1,553,195
Expenses							
Wages & Employee Related Expenses							
Salaries	73,197	38,463		111,660	114,999	101,041	101,875
Benefits	21,444	15,582		37,026	34,312	30,013	31,610
Total Wages, Benefits and Employee Related Expenses	94,641	54,045		148,686	149,311	131,054	133,485
Operating Expenses							
Material and Supplies	91,688	54,299		145,987	133,813	123,491	118,287
Contracted Services	71,891	12,968	6,500	91,359	58,458	55,319	36,770
Transfers to Reserves	968,154	315,808		1,283,962	1,195,685	1,294,271	1,262,443
Total Operating Expenses	1,131,733	383,075	6,500	1,521,308	1,387,956	1,473,081	1,417,500
Total Expenses	1,226,374	437,120	6,500	1,669,994	1,537,267	1,604,135	1,550,985
Net Departmental Position (Surplus)	1			1	-2		-2,210
Total	1			1	-2		-2,210

C. Financial Report - Sewer Services

Operating Fund

For period ending December 31, 2022

	Chesley	Paisley	Tara	Consolidate	Consolidate		
	YTD	YTD	YTD	YTD	Total	Total	Total
	Actuals	Actuals	Actuals	Actuals	Budget	2021	2020
01 Revenue Fund							
SEWER							
Revenues							
User Fees	570,996	285,616	374,935	1,231,547	1,140,498	1,109,053	1,057,424
Total Revenues	570,996	285,616	374,935	1,231,547	1,140,498	1,109,053	1,057,424
Expenses							
Wages & Employee Related Expenses							
Salaries	34,739	35,176	8,009	77,924	79,667	81,754	78,119
Benefits	9,732	10,123	2,548	22,403	23,509	20,708	20,409
Total Wages, Benefits and Employee Related Expenses	44,471	45,299	10,557	100,327	103,176	102,462	98,528
Operating Expenses							
Material and Supplies	64,653	108,799	29,490	202,942	214,621	199,915	172,796
Contracted Services	33,454	12,230	4,143	49,827	51,377	31,871	37,464
Transfers to Reserves	428,418	119,288	330,745	878,451	771,325	774,804	748,636
Total Operating Expenses	526,525	240,317	364,378	1,131,220	1,037,323	1,006,590	958,896
Total Expenses	570,996	285,616	374,935	1,231,547	1,140,499	1,109,052	1,057,424
Net Departmental Position (Surplus)					1	-1	
Total					1	-1	

D. Financial Report - Storm Services

Operating Fund

For period ending December 31, 2022

	Catch Basin	Ditches	Consolidated	Consolidated		
	YTD	YTD	YTD	Total	Total	Total
	Actuals	Actuals	Actuals	Budget	2021	2020
01 Revenue Fund						
STORM						
Revenues						
Transfers from Reserves	17,224	11,358	28,582		33,954	
Total Revenues	17,224	11,358	28,582		33,954	
Expenses						
Wages & Employee Related Expenses						
Salaries	6,025	6,537	12,562	19,142	7,358	17,547
Benefits	2,174	2,378	4,552	5,550	2,214	5,409
Total Wages, Benefits and Employee Related Expenses	8,199	8,915	17,114	24,692	9,572	22,956
Operating Expenses						
Material and Supplies	132	6,401	6,533	5,000	1,572	6,437
Contracted Services	2,806	15,474	18,280	14,240	9,030	8,401
Rents and Financial Expenses				1,000		161
Transfers to Reserves	14,364		14,364		23,330	
Non-TCA Capital Expenditures	17,224		17,224		33,954	
Total Operating Expenses	34,526	21,875	56,401	20,240	67,886	14,999
Total Expenses	42,725	30,790	73,515	44,932	77,458	37,955
Net Departmental Position (Surplus)	25,501	19,432	44,933	44,932	43,504	37,955
Total	25,501	19,432	44,933	44,932	43,504	37,955

E. Financial Report - Protective Services - Fire

Operating Fund

For period ending December 31, 2022

	Common	Chesley	Paisley	Tara	Consolidated	Consolidated		
	YTD	YTD	YTD	YTD	YTD	Total	Total	Total
	Actuals	Actuals	Actuals	Actuals	Actuals	Budget	2021	2020
01 Revenue Fund								
MUNICIPAL SERVICES								
PROTECTION SERVICES								
Fire Protection								
Revenues								
Grants						25,000		44,515
User Fees		29,200	28,422	36,101	93,723	65,522	58,673	49,485
Other Revenue	16	22,487	13,864	20,158	56,525	46,661	52,410	62,450
Transfers from Reserves	807	5,729	1,131	1,159	8,826	1,932	17,029	2,716
Total Revenues	823	57,416	43,417	57,418	159,074	139,115	128,112	159,166
Expenses								
Wages & Employee Related Expenses								
Salaries	55,521	109,909	84,014	76,320	325,764	358,028	266,054	307,795
Benefits	20,009	22,684	12,514	13,160	68,367	58,001	43,739	34,019
Other Employment Expenses	2,792	8,092	3,966	9,741	24,591	26,018	19,513	18,950
Total Wages, Benefits and Employee Related Expenses	78,322	140,685	100,494	99,221	418,722	442,047	329,306	360,764
Operating Expenses								
Material and Supplies	5,047	87,365	62,558	62,580	217,550	215,257	172,925	198,964
Contracted Services	4,164	5,309	1,192	896	11,561	10,776	12,085	36,618
Rents and Financial Expenses		12,467	14,409		26,876			
Amortization							23,685	
Transfers to Reserves	53,935	29,043	80,580	15,718	179,276	146,334	241,158	166,218
Non-TCA Capital Expenditures		14,443	6,872	13,939	35,254	38,562	44,337	36,212
Total Operating Expenses	63,146	148,627	165,611	93,133	470,517	410,929	494,190	438,012
Total Expenses	141,468	289,312	266,105	192,354	889,239	852,976	823,496	798,776
Net Departmental Position (Surplus)	140,645	231,896	222,688	134,936	730,165	713,861	695,384	639,610
Total Fire Protection	140,645	231,896	222,688	134,936	730,165	713,861	695,384	639,610

Appendix F

Municipality of Arran-Elderslie
Capital Financial Report
12/31/2022

2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
2021 Municipal Projects Carried Forward							
Administration							
3123	Accessible Back Door Overhang and Security Keypad	3,310	6,000				6,000
3130	Information Technology Upgrades (Res.25.477-2019)	32,872	18,846			Efficiency Funds (2021)	18,846
3130	Council Chambers - Furniture update to facilitate meetings	20,564	13,500			Efficiency Funds (2021)	13,500
3130	Financial Reporting & Budgeting Software	16,790					
3106	Electronic Timesheets/Scheduling Software (SRREC.21.06)	11,983	19,200		14,400	MMP Intake 2	4,800
		85,519	57,546	-	14,400		43,146
Environmental Services							
3130	Storm - Stormwater Need Study & CL ECA, Chesley, Paisley and Tara (Res.8-105-2021 \$67,205 in Eff. Funds and Balance from Road Reserve)	17,224	70,000			Efficiency Funds (2021) balance	70,000
3501	Arran Landfill Building (Scale House, Washroom) - purchase a portable heated toilet for 2022; replace Scale House in 2023	7,344	8,000	100,000			8,000
		24,568	78,000	100,000	-		78,000
Health Services							
3171	Cemetery - Cremation Garden/Fountain Repairs, Tara and Arran-Elderslie; fencing deferred	6,772	7,500	7,500			7,500
		6,772.1300	7,500	7,500	-		7,500
Recreation & Cultural Services							
3931	Buildings - Chesley Arena - Cement Work			2,500			-
3931	Buildings - Chesley Arena - Zamboni Gate	-	14,947				14,947
3937	Buildings - Chesley Lawn Bowling Club Renovation	8,310	40,500		37,000	Grant - OTF	3,500
3939	Buildings - Paisley Arena - Replace Lounge Roof	11,092	10,900				10,900
3946	Buildings - Paisley Town Hall -Window Replacement (PY Budget \$15,000)	8,994					-

Municipality of Arran-Elderslie
Capital Financial Report
12/31/2022

2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds
	Buildings - Tara - Parks - Storage Shed	-		20,000			-
3953	Buildings - Tara Arena - Cement Work	-		10,000			-
3953	Buildings - Tara Arena - Replace Addition Roof	-					
		-	12,000				12,000
3924	Buildings - Tara Arena - Curling Club Entrance Issue	3,458	5,000				5,000
3993	Parks - Paisley Ball Diamond Infield Work	7,247	6,000				6,000
3938	Parks - Chesley - Parks - Parking Lot for Ball/Soccer	-		15,000			
3925	Parks - Tara Ball Diamond Backstop	13,734	11,995				11,995
3992	Parks - Paisley Tennis Court (Res.16-258-2021 Reserve 2107 for increased cost, MEI Paving; Res.22-359-2021 Modern Fencing , Reserve 2177 Recreation))	41,535	35,817				35,817
3994	Parks - Paisley - Parks - Doc Milne Retaining Wall (remove/secure)	-	-				-
3996	Parks - Doc Milne Park - Paisley, dog park/property maintenance (Res.15-230-2021 financed by Reserve 2101)	-	29,000		26,100	10% Commitment as per Resolution 15-230-2021	2,900
	Parks - Parks/Playground Resurfacing (2 parks, compliance/accessibility)	-		25,000			-
		94,370	166,159	72,500	63,100		103,059
Transportation Services							
3337	Bridges - Clark Bridge - Guiderail, A13 Con 4 Arran	2,122	30,000				30,000
2574	Bridges - Youngs Bridge - E20 and E21 Removed, Sideroad 15	40,817	600,000	93,000	315,960	OCIF 2021/2022	284,040
2535	Roads - Nickason Drive - Extension Clean Up, Allenford	6,838	5,000				5,000
2551	Roads - Brooks St West, Tara - Francis to School (curb, pave, storm) ** sidewalk is included in the Sidewalk Rehabilitation Study for 2022	2,017	555,300		215,758	Gas Tax 2022; RF - Gas Tax PY	339,542
3407	Fleet - Pick-up - Replace AR1 GMC 2009, Elderslie; price increase expected dueto supply/demand	43,696	55,000				55,000
3409	Fleet - One Ton Truck - Replace CH2 Dodge 2001, Elderslie	61,075	60,000				60,000
3432	Fleet - Backhoe Snow Blade (Res.18-293-2021, financed by Reserve 2123 and sale of equipment)	9,986					-
2830	Bridges - Engineered Bridge Study	14,645	32,000				32,000
		181,197	1,337,300	93,000	531,718		805,582
Total 2021 Capital Projects Carried Forward		392,427	1,646,505	273,000	609,218		1,037,287

Municipality of Arran-Elderslie
Capital Financial Report
12/31/2022

2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
2021 - Grant Initiatives - Investing in Canada Infrastructure Program (ICIP)							
<u>Community, Culture and Recreation Stream</u>							
5015	Chesley Community Centre Roof Replacement * the roof replacement is planned for 2024 with a total cost of \$373,760; grant funding \$274,081, municipal share \$99,679	-		Project start April 1, 2024			ICIP CCR
5015	Paisley Town Hall Accessibility Project Accessibility lift and enhancements to the building	198,269	193,988		142,251		ICIP CCR 51,737
<u>Paisley Community Centre 2nd Floor Rehabilitation</u>							
3975	2nd Floor Renovations	-	303,863		100,000		ICIP Covid Resilience Stream 203,863
3978	Building - Paisley, rehabilitate lift		148,316		118,653		CCRF 29,663
Total Community		198,269	646,167	-	360,904		285,263
<u>Rural and Northern Stream</u>							
3345	Replacement of Soper's Bridge - Structure A25 on Sideroad 20	1,320,583	1,053,940		669,140		ICIP Roads & Bridges 384,800
Total Rural		1,320,583	1,053,940	-	669,140		384,800
Total Grant Initiatives		1,518,853	1,700,107	-	1,030,044		670,063

**Municipality of Arran-Elderslie
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2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds
General Government							
3123	Buildings - Administrative - Municipal Office Basement Renovation (offices, washroom) ** Phase 1 - 3 offices and 2 work stations; walls and finished windows (2) ** Phase 2 - washroom, GIS and Filing areas	-	50,000	30,000			50,000
3124	Buildings - Administrative - Municipal Office Basement Renovation (lift) ** CCRF, Canada Community Revitalization Fund, 81.3% Funding, \$91,462		148,316	107,500	118,653	Grant - CCRF/ OPG Reserve	29,663
3102	Equipment - Administrative - Citywide Maintenance Manager (service request, work order portal, preventative maintenance) ** MMP Grant - approved (ends Feb. 28,2023)	93,356	100,100	14,700	86,100	Grant - MMP	14,000
3128	Land Sales	16,977					
1021	Chesley Legion						
3107	Equipment - Council - 7 Lenovo Laptops and IT Set up	9,655					
3127	Equipment - GIS Tablet	2,868					
Total General Government		122,855	298,416	152,200	204,753		93,663

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2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds
Protection Services							
Fire Departments							
3820	Buildings - Paisley Fire Hall - feasibility study and pre-design		15,000				15,000
	Equipment - Bunker Gear (23 sets); Paisley Fire Committee approved \$20,000 from Minor Capital Surplus Reserve					Minor Capital surplus carryforward \$20,000	
2014	** Paisley	14,907					
2016	** Tara	54,837					
	** Tara (20) and Paisley (3); Paisley also has 2 in minor capital - see resolution from October						
	Equipment - Helmets (23)		14,375				14,375
2014	** Paisley						
2016	** Tara						
2012	Equipment - Helmets - Chesley						
2013	Dry Hydrant, Dobbinton; funded by truck sale, old Chesley pumper truck	3,079					
TOTAL PROTECTION SERVICES		72,823	86,875				86,875

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2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
Transportation Services							
Roads							
2527	Roads - 4th & 5th Ave SW	509					-
2539	Roads - HCB - Centennial Street - Chesley North End, grind and pave	75,060	46,000			OCIF (2021)	46,000
3205	Roads - HCB - B Line, Arran - Con 8 to Con 10 Arran West, paving, top lift	152,379	162,500			OCIF (2021)	162,500
2598	Roads - HCB - Con 10 Elderslie - Bruce Rd 10 to GB Line, Paving	166,851	162,500			OCIF (2021)	162,500
2541	Roads - HCB - James St. Paisley - Alma to Balaklava, grind and pave	39,868	46,000			OCIF (2021)	46,000
	Roads - LCB - Brant-Elderslie Boundary - SideRd 10 and SideRd 15, double surface treatment	-		325,000		Brockton - 50%	-
3213	Roads - Sidewalks - Rehabilitation Study, 2022 to 2026; CCRF funding has been approved for total project cost \$1,159,500 with a grant of \$750,000 and municipal share \$409,500 - covering 2022 and 2023 of the project	18,828					
	** Chesley - 43 segments in 2022 and 11 in 2023	-	447,100	252,200	290,615	CCRF (2022)	156,485
	** Paisley - 7 segments in 2022 and 2 in 2023	-	149,300	38,800	97,045	CCRF (2022)	52,255
	** Tara - 21 segments in 2022 and 4 in 2023	-	163,450	102,650	106,243	CCRF (2022)	57,208
	** Allenford - 2 segments in 2022	-	6,000	-	3,900	CCRF (2022)	2,100
	Capital identified in the study for 2024 to 2026 \$1,265,450						
2529	Roads - Signs - Regulatory, Warning Signs - Arran, Elderslie, Paisley, replacements	14,470	25,400				25,400
	Total Roads	467,965	1,208,250	718,650	497,803		710,448
Bridges							
3348	Teeswater Bridge - Paisley - Queen Street, study and design (2023 replace and street upgrades)	13,627	15,000	125,000			15,000
3349	Dyke Maintenance, Teeswater Bridge, Paisley - SVCA Proposed Project (SRDPCLK.22.01)		56,000		28,000	SVCA grant application	28,000
	Total Bridges	13,627	71,000	125,000	28,000		43,000

**Municipality of Arran-Elderslie
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2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds
Fleet & Equipment							
3419	Fleet - Compact Tractor, Paisley - small tractor, blower and sander; for new sidewalks	62,367	60,000				60,000
3437	Fleet - Sweeper Truck, Elderslie - replace 1999 sweeper; leasing option is being investigated	-		375,000		Pre-order required in Spring 2022 with delivery in March 2023	-
3415	Fleet - Zero Turn Lawn Mower, Arran - replacement	20,797	28,000	-			28,000
	Total Vehicles and Equipment	83,163	88,000	375,000	-		88,000
Other							
7035	Land Improvements - Tara Pool, White's Ave, drainage & construct; Splashpad infrastructure		10,000				10,000
2400	Buildings - Paisley Shop - Gas Furnace	5,821					
	Total Other	5,821	10,000	-	-	-	10,000
	TOTAL TRANSPORTATION SERVICES	570,577	1,377,250	1,218,650	525,803		851,448

Environmental Services

Storm (Catch Basin and Gutter)

3851	Hamilton Street, Tara and John Street to South End		200,000		149,891	OCIF 2022	50,109
3852	3rd St SW, Chesley - 4th Ave. to 5th Ave. SW, 8m	87,113	80,000		80,000	OCIF 2022	-
3853	4th Ave. SW, Chesley - 4th St. to 7th St. SW, 100m	127,417	120,000		120,000	OCIF 2022	-
	** Year-to-date expenditures reflects Storm, Water and Sewer where shared costs for combined project. Costs will be allocated at year-end. Total Budget for this project is \$937,580.						

Garbage Collection

3505	Equipment - Garbage Containers	3,562					
	TOTAL ENVIRONMENTAL SERVICES	218,092	400,000	-	349,891	-	50,109

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2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds
Health Services							
Cemeteries							
3172	Buildings - Chesley - Columbarium Addition, side vault by existing				25,000		-
3179	Equipment - Administrative - Digitization, Record Management Software ** MMP Grant - response expected January 2022	20,988	55,000			41,250	Grant - MMP 13,750
	Total Cemetery	20,988	55,000	25,000		41,250	13,750
Clinics							
6210	Buildings - Chesley Medical Clinic - roof replacement (needs assessment underway)				20,000		-
	Total Cemetery	-	-	20,000		-	-
	TOTAL HEALTH SERVICES	20,988	55,000	45,000		41,250	13,750

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2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds
Recreation and Cultural Services							
Arena's							
3931	Building - Chesley - replace chiller	-	40,000				40,000
3939	Building - Paisley, replace flooring, lobby and dressing room	-		55,000			-
3953	Building - Tara, replace flooring, lobby and dressing room	-		55,000			-
3939	Building - Paisley, replaced oil separator	18,404					
3954	Equipment - Tara, replace Edger; Ice Plant - compressor oil pump	22,967	10,000				10,000
	Total Arena's	41,372	50,000	110,000		-	50,000
Municipal Parks							
3994	Parkland - Paisley Docks - repair approaches to docks	-	20,000		20,000	Review contributions from benefitting organization	-
7034	Parks - Paisley - Splash pad construction	185,646	175,000		175,000	CCRF/Donations	-
7035	Parks - Tara - Splash pad construction	177,775	175,000		175,000	CCRF/Donations	-
7033	Parks - Chesley - Splash pad, equipment replacement <i>** CCRF, Canada Community Revitalization Fund, approved project \$525,000, 75% Funding, \$393,750, municipal portion \$131,250 funded from community donations</i>	180,156	175,000		175,000	CCRF/Donations	-
3958	Parks - Chesley - Playground equipment	20,000					
7410	Parks - Chesley Trailer Park, upgrade water and hydro services			60,000		User Fee - Prior year surplus in reserves	-
	Total Municipal Parks	563,578	545,000	60,000	545,000		-

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2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds
Recreation - Other Buildings							
	Buildings - Arkwright Hall, replace furnace			15,000			-
3985	Buildings - Pool - Chesley, replace pool liner	16,282	25,000				25,000
5512	Buildings - Pool - Chesley, portable pool lift	15,227	36,960		29,568	CCRF	7,392
3986	Buildings - Pool - Tara, find and repair leaks		10,000				10,000
5516	Buildings - Pool - Tara, portable pool lift	15,227	36,960		29,568	CCRF	7,392
	Total Recreation - Other Buildings	46,735	108,920	15,000	59,136		49,784
	TOTAL RECREATION & CULTURAL SERVICES	651,684	703,920	185,000	604,136		99,784
	TOTAL MUNICIPAL CAPITAL PROJECTS	2,049,446	4,567,966	1,873,850	2,335,051		2,232,916
	TOTAL CAPITAL EXPENDITURES	3,568,299	6,268,073	1,873,850	3,365,095		2,902,979
							6,268,073
	2021 Capital Comparison		4,911,123		1,662,035		

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2022 Budget Expenditures & Financing

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

Water and Sewer Services

2021 AW Water/Sewer Common Projects Carried Forward**Forward**

3550 Paisley Altitude Valve

6,941

Total 2021 Water Projects Carried Forward**6,941.05****2021 Water Projects Carried Forward**

3633	Fleet - GMC 4x4, replacement of W5 2009, price increase expected due to supply/demand	56,379	55,000				55,000
3633	Fleet - New Truck, support staff increase, price increase expected due to supply/demand	-	55,000				55,000
3632	Fleet - New pipe trailer, WT-21	9,134	10,000				10,000
3634	Equipment - Replace Antenna/Cable - Chesley & Paisley Tower	-	15,000				15,000
3634	Equipment - Replace Antenna/Cable - Tara Tower	-	15,000				15,000
3627	Equipment - Chesley - Shop - work benches, shelving, pressure washer, eavestrough and gutterguard	17,088	20,000				20,000
3713	Water Wells - A&E Water Plant - Chesley, Community Park #4 Well, drill new well, develop aquifer (replace #1)	57,148	525,000				525,000
3626	Watermains - 6ths St. SE, Chesley - 1st Ave to 2nd Ave SE						
Total 2021 Water Projects Carried Forward		139,748	695,000	-	-	-	695,000

2021 Sewer Projects Carried Forward

3767	Pumps - Paisley - RAS Pump #1, rebuild	-	5,000				5,000
3767	Pumps - Paisley - RAS Pump #2, replace	-	5,000				5,000
3777	Pumps - Paisley - Gearbox Clairfier #1, new	31,080	25,000				25,000
3777	Pumps - Paisley - Gearbox Clairfier #1, new	31,080	25,000				25,000
3302	Pumps - Chesley - North End L.S. Pump #1, rebuild	-	12,000				12,000
3302	Pumps - Chesley - North End L.S. Pump #2, rebuild	-	12,000				12,000
3302	Pumps - Chesley - River Side L.S. Pump #1, rebuild	-	20,000				20,000
3302	Pumps - Chesley - River Side L.S. Pump #2, rebuild	-	20,000				20,000
3798	Pumps - Tara - Mill Street L.S. Pump #1, replace	22,147	20,000				20,000
3796	UV System - Install UV System (changed from a Dechlorination system)	14,493	225,000				225,000
3400	Building - PSP Coverall Building (pending completion of UV system)	65,573	75,000				75,000

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2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
3762	Equipment - Paisley - Natural Gas Generator P.S.P. (pending Natural Gas Project)			75,000			-
3789	Aeration - Paisley, Digester #3	9,127	7,500				7,500
Total 2021 Sewer Projects Carried Forward		173,500	451,500	75,000		-	451,500

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2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/ Donations	Description - Funding Source	Total Reserves & Reserve Funds
Water Financial Plan (2022)							
3628	Watermains - 3rd St SW, Chesley - 4th Ave. to 5th Ave. SW, 80m, includes road portion; Sidewalk portion included in Sidewalk Rehabilitation Study	89,097	79,860				79,860
	Watermains - Queen Street, Paisley - Bridge to Church, 140m			142,800			-
3630	Watermains - 4th Ave. SW, Chesley - 4th St. to 78th St. SW, 260m, includes road portion; Sidewalk portion included in Sidewalk Rehabilitation Study	279,172	262,920				262,920
3664	Watermains - Francis Street, Tara - Elgin to Brook W., 280m	2,627		242,760			-
Total Water Financial Plan		370,896	342,780	385,560		-	342,780
Sewer Financial Plan (2022)							
3783	Equipment - Storage, Chesley - cabinet/shed (10x10) for Arena East; enclose electrical panels	6,006	4,590				4,590
3792	Equipment - Confined Spaces, Tara; tripod, harness, etc.	3,292	6,630				6,630
3782	Sewer - Lift Stations - Chesley, Floats for Arena East	26,857	5,100				5,100
3782	Sewer - Lift Stations - Chesley, Arena East L.S. Pump #1		15,300				15,300
3782	Sewer - Lift Stations - Chesley, Arena East L.S. Pump #2		15,300				15,300
3784	Sewer - Pumping Station - Chesley, Alum Pump #1		4,590				4,590
3784	Sewer - Pumping Station - Chesley, South End Electrical Controls		10,200				10,200
	Sewer - Sewer Mains - Francais St., Tara - Matilda to Brook W, 280m	-		71,400			-
	Sewer - Sewer Mains - Queen St., Paisley - Bridge to Church, 140m	-		76,500			-
3746	Sewer - Sewer Mains - 3rd Street W, Chesley - 4th Ave to 5th Ave SW, 80m, includes road portion	102,745	92,100				92,100
3748	Sewer - Sewer Mains - 4th Ave SW, Chesley - 4th St. to 7th St. SW, 260m, includes road portion	321,411	302,700				302,700
Total Sewer Financial Plan		460,310	456,510	147,900		-	456,510

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2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds
<u>New Projects - Water</u>							
3608 - Need to assess Op or Cap	Buildings - Chesley, Paisley, Tara - gas installation, heat, generators ** locations include: Chesley - North End Lift Station, Riverside Lift Station, Riverside Shop, South End, and Water Plant; Paisley Albert Street Lift Station; Ross Street Lift Station and George Street Sewage Plant	-	25,000				25,000
3705	Buildings - Storage, Chesley Riverside - major repairs to building						-
3616	Equipment - A&E Water Plant - Rotork modulationg valve truck fill station	15,744	85,000				85,000
3629	Equipment - A&E Water Operations - Neptune water meter equipment, efficiency/back-up to system; 2nd set	2,921	10,000				10,000
3629	Equipment - A&E Water Operations - Neptune water meter equipment, efficiency/back-up to system; 2nd set	14,172	12,500				12,500
3605	Equipment - A&E Water Operations - Hand Held Equipment, replace high range colrimeter, turbidity	2,858	25,000				25,000
3654	Equipment - Chesley - Water Tower - install mixer for water quality and aeration; efficiencies	24,061	30,000				30,000
	Reservoirs - Water Towers - replace pressure transducers	-	5,000				5,000
3652	* Tara Water Tower	-					
3654	* Chesley Water Tower	-					
3614	Treatment Plant - A&E Water Plant, replace original gaskets	1,583	15,000				15,000
3614	Treatment Plant - A&E Water Plant, Chesley, replace original dialers	24,420	15,000				15,000
3618	Treatment Plant - Tara, replace original dialers	425	15,000				15,000
3668	Watermains - Hamilton Street, Tara - John St. to South End, 450m, 6-8" main, roadwork with patch ashphalt ** Investing in Canada Infrastructure Program: Green, 73.33% funding \$312,386 - approval pending	7,660	42,600	383,400	31,239	ICIP Green	11,361
3659	Watermain - Brook Street E, Tara	320					
Total New Projects - Water		94,163	280,100	383,400	31,239		248,861

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2022 Budget Expenditures & Financing

Capital ID	Project Name & Description	2022 Capital Expenditures	Multi Year Projects		FINANCING		
			2022 Capital Budget	2023 Capital Budget	Grants/Donations	Description - Funding Source	Total Reserves & Reserve Funds
<u>New Projects - Sewer</u>							
3756	Sewer- Treatment Plant Paisley- Replace Window/Door/Roofing/Heat connection natural gas	1,974	50,000	20,000			50,000
	Sewer - Lift Station, Arena East, two sewage pumps and electrical work, replacements	-	-				-
3766	Sewer- Lift Station Paisley, Albert Street, SCADA System (new), remote access computer	52,013	40,000				40,000
3786	Sewer- Lift Station Tara Mill Street New Pump		20,000				20,000
3758	Sewer- Treatment Plant Chesley- New Alum Tank		20,000				20,000
3719	Sewer- Sewer Mains Chesley Smoke Testing for Illegal Connections		35,000				35,000
3722	Sewer-Pump Station N. End - Gasket	-					
Total New Projects - Sewer		53,988	165,000	20,000	-		165,000
Total Water and Sewer Services		1,299,545.09	2,390,890.00	1,011,860.00	31,239.00	-	2,359,651.00
							2,390,890
Total Capital Projects		4,867,844	8,658,963	2,885,710	3,396,334	-	5,262,630
							8,658,963

Appendix G - Summary of Reserves

Municipal Services

Reserve Category	Sum of 2022 Balances
Fire Services	852,982
7220 - Protective Services Fire	90,133
7222 - Fire Station - Chesley	189,575
7223 - Fire Station - Chesley Bell Mobility	47,064
7224 - Fire Station - Paisley	170,619
7225 - Fire Station - Paisley Bell Mobility	85,040
7226 - Fire Station - Tara	170,017
7227 - Fire Station - Tara Bell Mobility	64,463
7228 - Fire Station - Chesley/Chatsworth	31,531
7229 - Hose Tower-Paisley	4,540
General Government	1,062,420
7211 - Office Equipment	46,362
7212 - Municipal Buildings	808,180
7213 - MMAH Municipal Efficiency	25,070
7214 - Ontario Grants	25,151
7312 - Election Expense	(0)
7313 - Employee Equity	40,021
7314 - OPG Annual Payment	117,635
Health Services	157,551
7241 - Paisley Clinic	44,502
7242 - Chesley Clinic	82,085
7340 - Doctor Recruitment	12,112
7341 - Cannabis Legalization Fund	15,000
7342 - Cemeteries	3,852
Planning and Development	314,348
7370 - Economic Development	32,912
7270 - Land Sale Proceeds	281,436
Protective Inspection	
7321 - Animal Control	
Recreation	937,462
7215 - Bijou/Old Town Hall	(892)

7250 - Recreation General	7,375
7251 - Paisley Museum	10,182
7252 - Palace	4,000
7254 - Rec Arena/Community Ctrs	827,404
7255 - Krug Memorial Park	8,721
7257 - Chesley Trailer Park	80,672
7259 - Recreation-Buildings	
Roadways	2,165,142
7263 - Winter Control	66,480
7264 - Bridges	483,370
7265 - Equipment	457,001
7266 - Roads	868,144
7291 - Gravel Pit	290,148
Sick Leave	484,364
7311 - Accumulated Sick Leave	484,364
Waste Disposal	95,226
7280 - Landfill - Paisley	2,570
7281 - Landfill - Paisley	92,656
Working Capital	2,863,075
7210 - Working Capital	2,863,075
Grand Total	8,932,570

Building, Water, Sewer and Storm Services

Reserve Category	Sum of 2022 Balances
Building Permits	306,603
7307 - Building Code-Permit Fees	306,603
Sanitary Sewers	3,715,230
7231 - Sanitary Sewers	3,715,230
Waterworks	8,518,949
7232 - Water	8,408,458
7233 - Water/Sewer - Arran-Elderslie	110,492
Stormwater	26,336
7234 - Stormwater	26,336
Grand Total	12,567,119

Total Reserves	21,499,689
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Appendix G - Summary of Reserve Funds

Discretionary Reserve Funds

03-3016 Community Well Being	6,723.10
03-3012 Paisley LACAC	21,831.58
03-3005 Paisley Parks	1,726.77
03-3007 Paisley Museum	13,160.06

Total	<u>43,441.51</u>
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Obligatory Reserve Funds

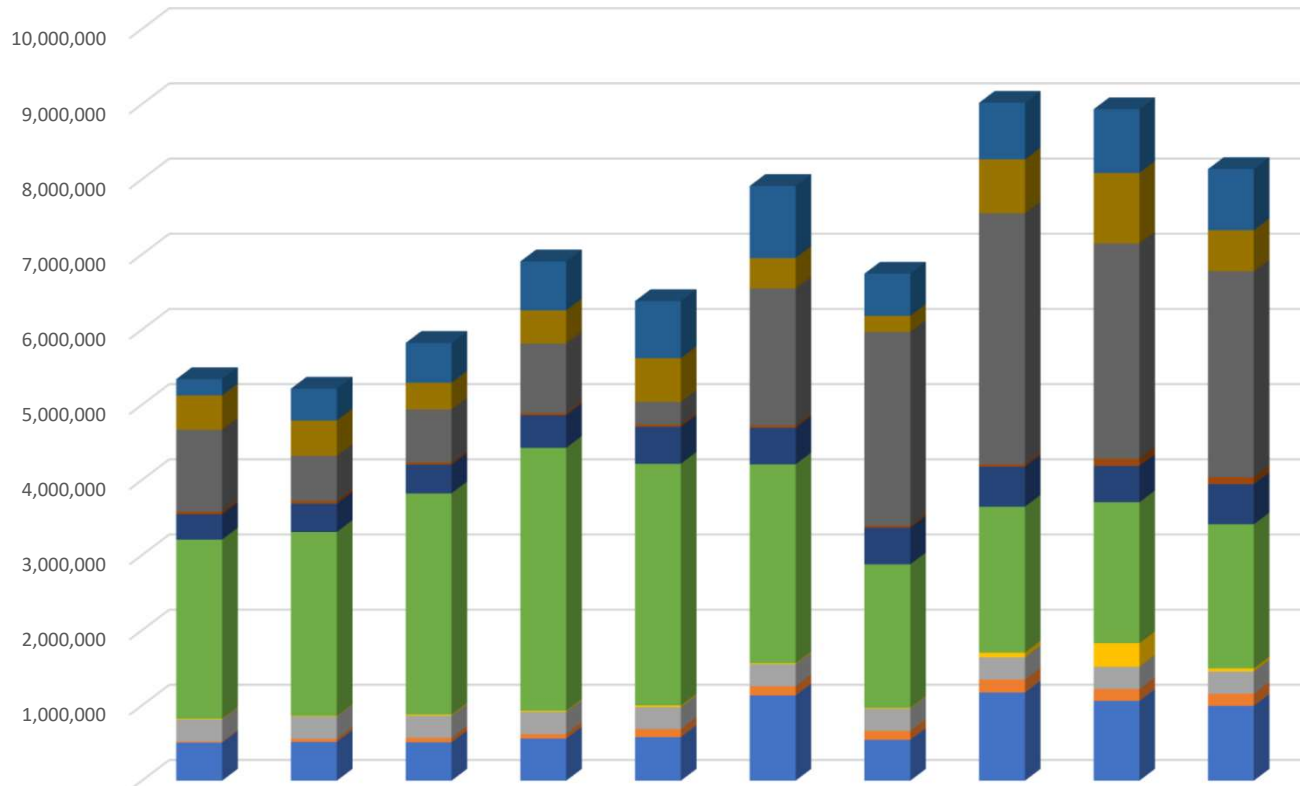
03-3008 Paisley Parks Subdiv - Rentrag	23,169.71
03-3010 Arran Parkland	5,729.25
03-3014 Gas Tax/CCBF	523,674.90
03-3017 Mainstreet Revitalization	1.04
03-3015 OCIF	875,787.07

Total	<u>1,428,361.97</u>
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Total Reserve Funds	<u>1,471,803.48</u>
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Appendix G

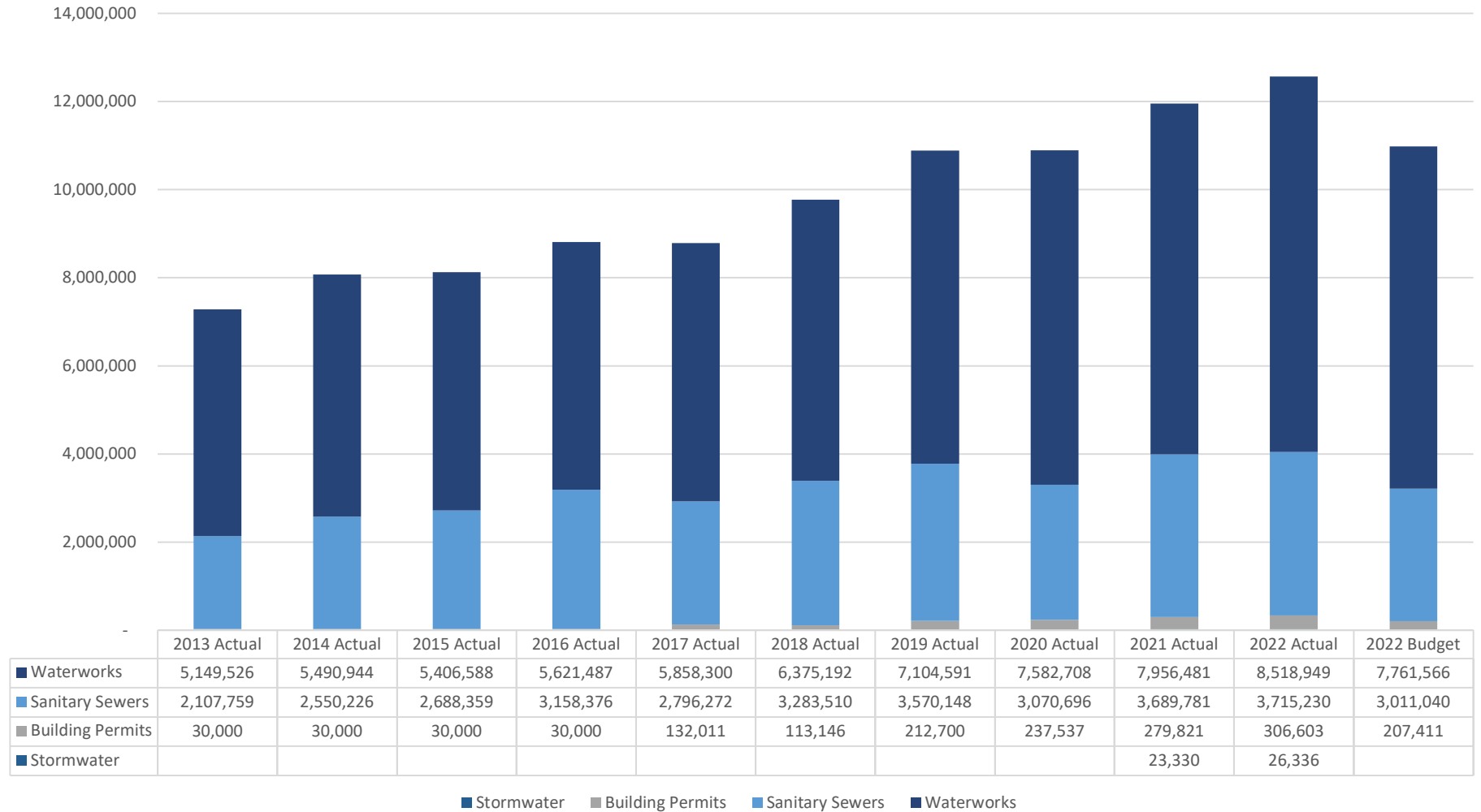
History of Municipal Reserves funded by Taxation
2013 to 2022



	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Budget
■ Fire Services	217,498	422,964	528,875	650,578	759,811	959,328	561,363	753,772	848,442	813,231
■ Recreation	456,837	471,854	357,457	442,196	582,456	404,304	213,202	716,619	937,462	546,645
■ Working Capital	1,087,201	600,261	702,203	922,623	301,060	1,823,010	2,574,677	3,340,041	2,863,075	2,737,452
■ Waste Disposal	35,909	35,909	29,846	29,846	29,846	29,846	29,846	29,846	95,226	94,570
■ Sick Leave	337,050	375,667	382,486	433,565	491,080	487,436	487,436	533,520	484,364	533,520
■ Roadways	2,384,803	2,448,897	2,942,160	3,498,432	3,215,995	2,645,522	1,909,823	1,940,633	1,874,994	1,916,747
■ Protective Inspection										
■ Planning and Development	9,655	9,155	16,030	15,530	21,754	13,192	10,000	62,912	314,348	42,912
■ Other and Unspecified	292,054	292,054	292,054	292,054	292,054	292,054	292,054	294,687	294,687	294,687
■ Health Services	15,080	42,841	62,379	62,379	106,672	123,323	123,323	172,911	157,551	161,182
■ General Government	506,065	515,838	509,719	560,289	579,961	1,133,722	542,778	1,173,645	1,062,420	995,360

Appendix G

History of Reserves funded by User Fees (Building, Water, Sewer & Storm) 2013 to 2022



Appendix H

**Financial Report - Statement of Financial Position
As of December 31, 2022**

	Operating	Capital	Consol.	Reserve	Total
	Fund	Fund	Boards	Fund	
Cash and Investments	20,210,949	0	110,263	1,150,482	21,471,694
Accounts Receivable	3,016,824	0	58,750	0	3,075,574
Inventory for Sale	0	0	4,598	0	4,598
Long-term Receivables	286,816	0	0	0	286,816
Accounts Payable and Accrued Liabilities	(1,192,059)	0	(29,960)	0	(1,222,019)
Other Liabilities	(1,169,843)	0	0	0	(1,169,843)
Inventory of Supplies	86,368	0	0	0	86,368
Prepaid Expenses	52,941	0	7,108	0	60,049
Tangible Capital Assets	39,340,396	0	130,164	0	39,470,560
Investment in Tangible Capital Assets	(39,339,076)	(3,596,826)	(130,164)	0	(43,066,066)
Unfunded Post Employment Benefits	391,971	0	0	0	391,971
Unfunded Solid Waste Closure and Post Closure Costs	4,717	0	0	0	4,717
General Operating Surplus	3,596,826	0	(19,052)	0	3,577,774
Fire Surplus	(277)	0	0	0	(277)
Reserve and Reserve Funds	(21,495,836)	0	(131,706)	(1,092,161)	(22,719,703)
Due to/from Revenue Fund	0	0	0	21,406	21,406
Due to/from Revenue Fund	0	3,596,826	0	0	3,596,826
Due to/from Capital Fund	(3,581,736)	0	0	0	(3,581,736)
Due to/from Reserve Fund	(205,124)	0	0	0	(205,124)
Due to/from Revenue Fund	0	0	0	147,238	147,238
Due to/from Oblig Revenue	0	0	0	42,796	42,796
Transfer from Revenue	0	0	0	(4,151)	(4,151)
Total Balance Sheet	3,857	0	1	265,610	269,468



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: September 11, 2023

Subject: SRW.23.19 Award Tender for Trucking of Winter Salt

Report from: Scott McLeod, Public Works Manager

Appendices: None

Recommendation

Be It Resolved that Council hereby,

1. Award the tender for trucking of winter salt to Bill Trelford Trucking Ltd.; and
2. That the cost of \$4,717.75 inclusive of HST be funded through account #01-2520-4340.

Report Summary

The intent of this report is for Council to award the trucking of winter salt to Bill Trelford Trucking Ltd.

Background

Report SRW.23.13 Award Winter Sand Tender, awarded the supply of winter sand to Ed Karcher Construction. A 5% salt mixture is added to the sand during the stacking process. The salt is sourced from Compass Minerals in Goderich, Ontario. Trucking is not included in the price of the salt and therefore, Bruce County undertook a tendering process for the trucking costs of the salt. Arran-Elderslie joins Bruce County each year for the tender of winter control materials and were also included in the joint tender for the trucking of the salt.

Analysis

Tenders were issued on Tuesday, July 25, 2023 and closed on Wednesday, August 16, 2023. One bid was received through the tender process.

Company	Location	Cost Per Tonne	Total Cost excl. HST
Bill Trelford Trucking Ltd.	Arran Shop 205 Mill Road, Tara	\$12.50	\$1,875.00
	Elderslie Shop 1921 Bruce Road 10, Chesley	\$11.50	\$2,300.00

The total combined cost of the trucking is \$4,175.00 excluding HST.

Link to Strategic/Master Plan

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

The total cost to truck the winter sand inclusive of HST is \$4,717.75 and will be funded through the operating budget account #01-2520-4340.

Approved by: Sylvia Kirkwood, Chief Administrative Officer



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: September 11, 2023

Subject: SRW.23.18 Tara Cemetery – Cremation Garden Fence

Report from: Scott McLeod, Public Works Manager

Appendices: Appendix A – Pictures of Current Condition (Front, Back, Side)
Appendix B – Fence Spire Design and Specifications

Recommendation

Be It Resolved that Council hereby,

1. Directs Staff to proceed with the project with a spring installation in 2024 and award the contract to Modern Fencing, A Division of B & L Farm Services Ltd., for a total cost of \$16,498.87;
2. Approves a deposit payment of \$10,000.00 from account #23-HLTH-0002 LAND/IMP – Fence work for Tara Cemetery; and
3. That Council approves the inclusion of the additional funds of \$7,000.00 required for the project in the 2024 Capital Budget and that they be funded through reserve #01-0000-7212 – Municipal Buildings.

Report Summary

The intent of this report is for Council to approve proceeding with the project and to award the contract to Modern Fencing, with a deposit of \$10,000.00 to secure pricing for 2024.

Background

The Hillcrest Cemetery, located at 3959 Bruce Road 10, has an area that is designated as the cremation garden. The plots in this location are smaller in size, 3 ft. x 2 ft., and a

maximum of two (2) cremated remains may be placed in each plot. One flat marker is permitted and there is a memorial wall in which names are engraved.

The cost for these plots is much less than a regular plot and includes the land cost, care and maintenance contribution, the grave opening and the engraving, which total \$1,011.35 incl. HST. This provides an all-in-one, cost-effective option.

This area has several spaces still available. Surrounding the area is a hedge, which over time has become quite overgrown and decreases the appeal of this area, depicted to be a cremation "garden".

Analysis

Staff have consulted with local landscapers to obtain ideas that would raise the appeal for this area of the cemetery but remain easy to maintain. It has been suggested that the hedge be removed and replaced with a fence. After this has been completed, Staff will consult the local horticultural society, who currently look after the columbarium area landscaping for future planting requirements.

Staff recommend a black wrought iron commercial grade fence. This type of fence provides a high quality long-lasting protective coating that is adhesion and corrosion resistant. The length of fence required is 132 feet and will surround three (3) sides of the cremation garden, with the memorial wall at the entrance.

The current hedging will be removed by Municipal Staff.

Staff reached out to three (3) local contractors for quotes on the fence. Only two (2) quotes were received.

Contractor	Project Cost incl. HST
Modern Fencing – A Division of B&L Farm Services Ltd.	\$16,498.87
Built Wright Fencing	\$17,390.70

Both quotations received came in over budget, however, Staff recommend continuing with this project as it will increase the appeal of the area and potentially increase plots sales.

It is recommended that the project be postponed until spring of 2024. This approach will allow for additional funding to be included in the 2024 capital budget to support the increased fencing cost.

Staff have spoken to Modern Fencing, who will accept a deposit payment of \$10,000 to order the materials this year to guarantee the pricing and a spring installation for 2024. The future soft landscaping costs will also be identified in the 2024 Capital Budget after further consultation with the local horticultural society.

It is anticipated that the project will be completed prior to Decoration Day which will take place on Sunday, June 9, 2024.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

Originally, this project was planned for 2022, and staff received estimates in 2021 for budget purposes, however, it was excluded from the capital budget due to funding constraints. In 2023, the project was approved based on the same estimate of \$10,000.00. The increase reflected in the report is due to increases in the cost of materials.

As noted earlier in the report, the pricing can be secured for 2024 with a deposit payment of \$10,000.00 which will cover the cost of materials. This would be funded through the capital budget account #23-HLTH-0002 LAND/IMP – Fence work for Tara Cemetery.

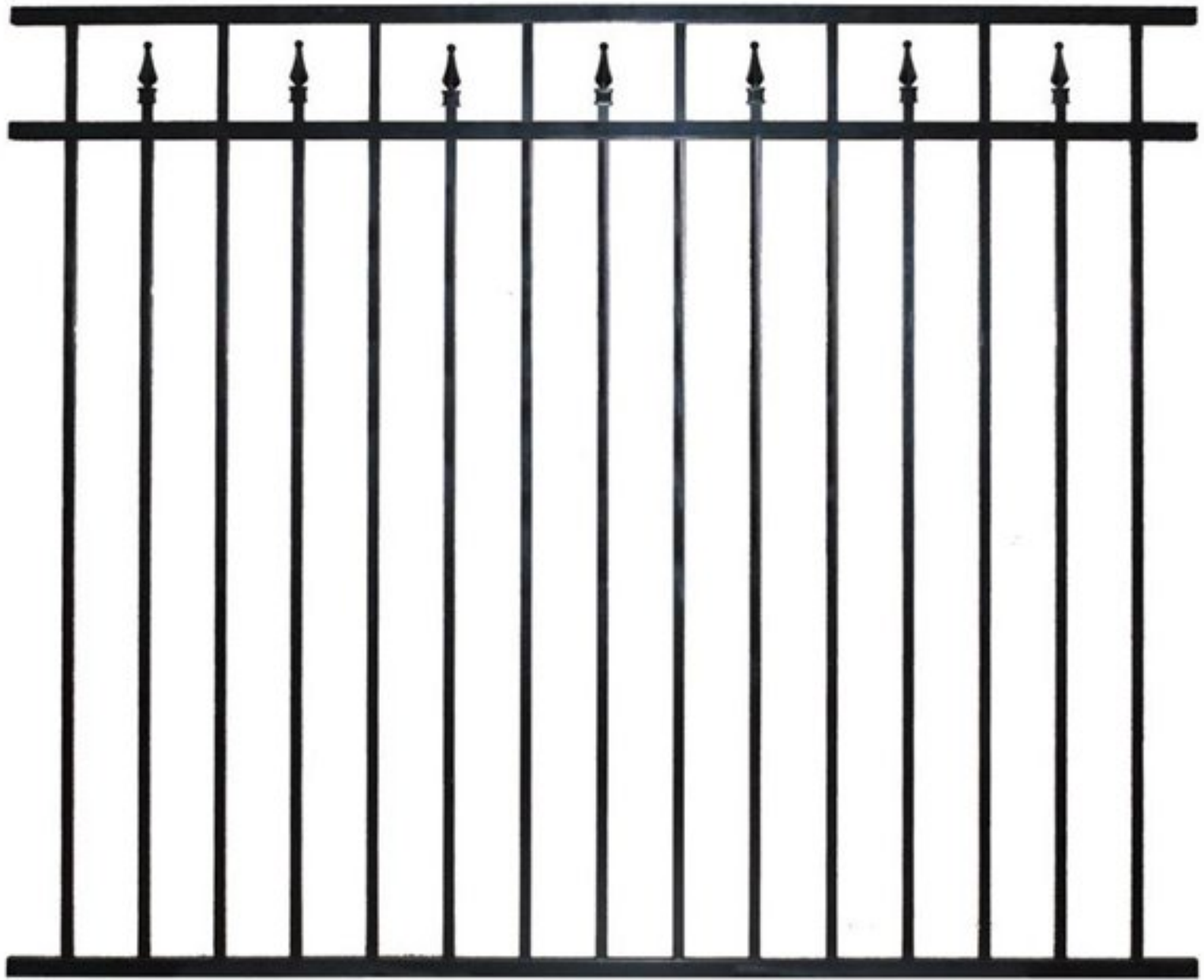
Staff recommend that the additional funds of \$7,000.00 to complete the fence installation and landscaping be included in the 2024 capital budget and funding through reserve 01-0000-7212 – Municipal Buildings. There are sufficient funds available in the reserve, as the balance as of December 31, 2022, is \$426,695.13.

Approved by: Sylvia Kirkwood, Chief Administrative Officer

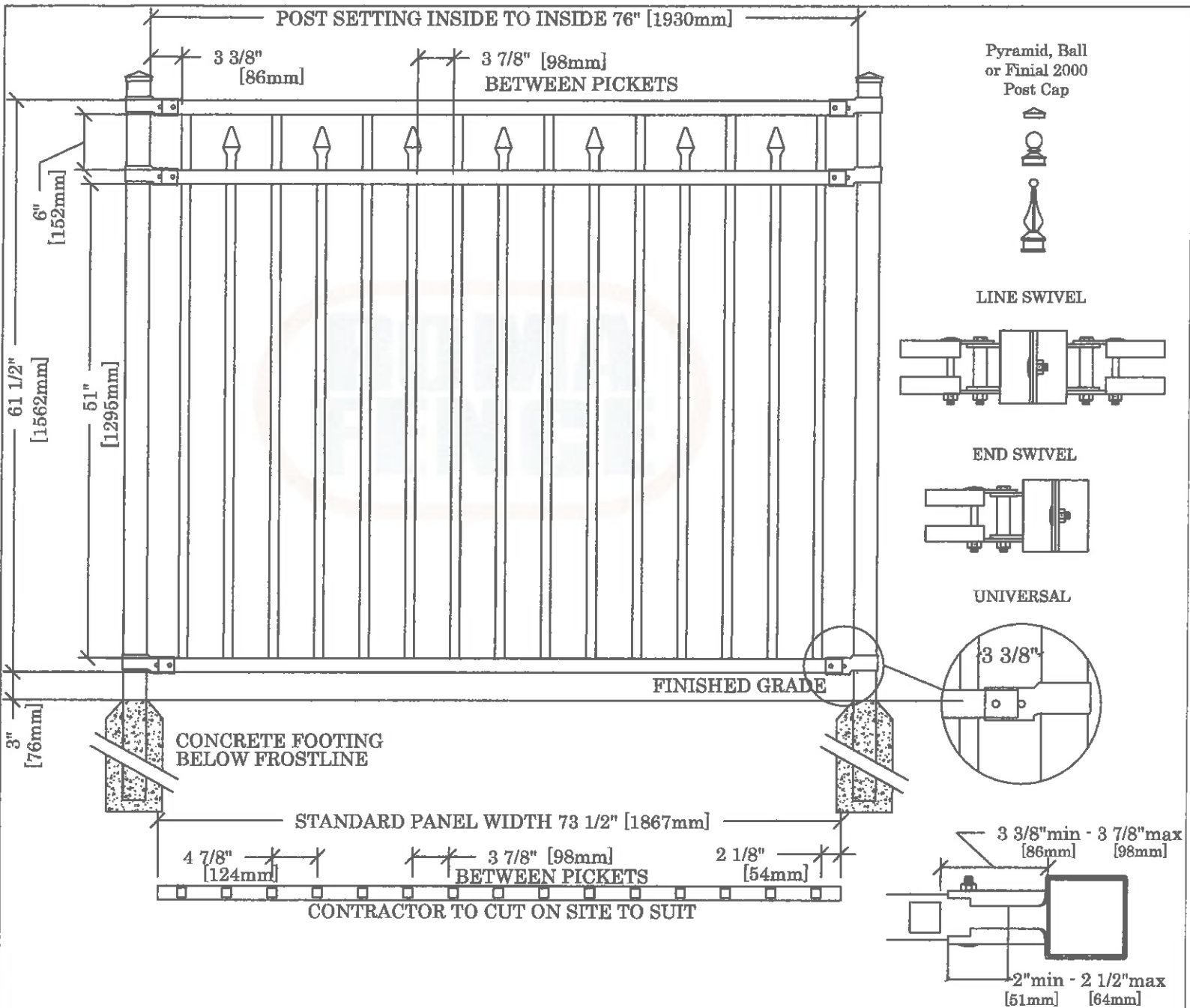






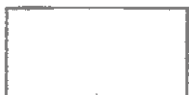


THE IMPERIAL COLLECTION SPIRE



SPECIFICATIONS

POSTS, RAILS, PICKETS		Fittings:	15 Gauge Stamp Forged Factory Finish, As Above
Cold Formed Steel Tubing, Interior & Exterior Galvalume Coating, Chromate Conversion Coating. Electrostatically Applied, Thermally Bonded Polyester Powder Coating Minimum Film Thickness 2.5 Mils		Welds:	Stainless Steel
		Standard Panel Width:	73 1/2" (1867mm)
		Standard Panel Heights:	49 1/2" (1257mm) 61 1/2" (1562mm) Custom Heights Available
Posts:	2 1/2" x 2 1/2" (64mm x 64mm) 14 Gauge	Standard Gate Openings Inside Posts:	50 1/2" (1283mm) 60 1/4" (1530mm) 70" (1778mm)
Standard Post Spacing:	76" (1930mm) Inside Dimension	Colours:	Standard - High Gloss Black, High Gloss White Optional Colours - Fence Brown, Fence Green Custom Colours Available Upon Request
Post Caps:	Pyramid, Ball or Finial 2000	Warranty:	See Warranty Supplement
Rails:	1 1/2" x 1 1/2" (38mm x 38mm) 14 Gauge		
Pickets:	1" x 1" (25mm x 25mm) 18 Gauge		





The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: September 11, 2023

Subject: SRW.23.21 Award Tender for Repairs to Structure P1 – Ross Street Bridge, Paisley

Report from: Scott McLeod, Public Works Manager

Appendices: Appendix A: Inspection Report/Locational Map

Recommendation

Be It Resolved that Council hereby,

1. Award the Tender for the repairs to P1 – Ross Street Bridge, Paisley to AJN Builders Inc., in the amount of \$165,488.50 including HST;
2. That the project be funded from the capital budget account #23-TRAN-0030 BRIDGE (P) – P1 Ross Street Bridge; and
3. That the additional \$37,488.50 required to complete the project be funded through the Bridge Reserve #01-0000-7264.

Report Summary

The intent of this report is for Council to award the Tender for repairs to structure P1 – Ross Street Bridge in Paisley as identified in the 2023 Capital Budget.

Background

This P1 structure is a prestress concrete box beam bridge with a span of 15.5 m on Ross Street in Paisley. It is estimated that the bridge was constructed in 1981.

The “Bridge Inspection Report” prepared by BM Ross in 2020, outlined a list of bridges that require repair to maintain their condition and suggests that some rehabilitation work be completed to extend the life of the structures.

The report rates repairs to structures in priority sequence; P1 is rated at 7 of 30 structures needing work within a 1 to 5-year period. Bridges ranked one to six have either already been repaired or removed and/or awaiting completion. Addressing the repairs of P1 is the next to be addressed.

The proposed repairs to the P1 structure are primarily to help extend the life of the bridge and the scope of the work includes the following:

- Repairs to concrete deck and sidewalks.
- Removal of asphalt to accommodate for paving over the deck and matching asphalt grades on approaches
- Waterproofing and paving the deck
- Restoring the shoulders

Analysis

B.M. Ross and Associates Limited are the Municipality's bridge engineers and are leading the project.

Tenders were issued on August 10, 2023 and closed on August 31, 2023. The tender included an option to complete the work either this fall or in the spring of 2024. The results are listed below.

Contractor	Tender Amount incl. HST
Vandriel Excavating Inc.	\$250,836.46
Allen-Hastings Limited	\$210,471.20
AJN Builders Inc.	\$165,488.50
Beton	\$247,311.80
McLean Taylor	\$210,015.47
Looby Construction Limited	\$256,386.34
HugoMB Contracting Inc.	\$276,396.76

B.M. Ross and Associates have reviewed the tenders for validity and completeness. Based on the results, Staff recommend awarding the tender to AJN Builders Inc., in the amount of \$165,488.50, inclusive of HST.

The engineers are confirming a start date for this fall with AJN Builders Inc., with the intent to have paving completed before the asphalt plants shut down for the winter season.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

The capital budget has \$128,000.00 allocated to account #23-TRAN-0030 BRIDGE (P) – P1 Ross St Bridge for completion of this project.

The total cost of the project including HST is \$165,488.50.

Additional funding of \$37,488.50 is required to complete the project. Staff recommend that the additional funds be taken from the Bridge Reserve 01-0000-7264. The balance of the Bridge Reserve as of December 31, 2022 is \$483,369.51.

The above amounts do not reflect the HST rebate that will be applied to the invoice.

Approved by: Sylvia Kirkwood, Chief Administrative Officer

Summary Report:



Looking North



Datum: NAD83 17N Northing: 4906405 Easting: 478200

Structure Name: Ross St. Bridge	BMROSS File #: 	MTO #:
Main Hwy / Road #: 	Bridge Condition Index (BCI): 69	CRV: \$872,200
Road Name: Ross Street	Inspection Date: 2020-09-18	
Structure Location: 	Next Inspection: 2022-01-01	
Condition Summary: Repairs recommended	Recommended Timing: 1-5 Years	Current Load Limit: N/A
Overall Comments: Box beam of girders in fair condition. Recommend patch repairing abutment walls, barriers and deck. Waterproof and pave deck.		

Repair / Rehabilitation:			
Element:	Work Required	Period	Cost
Abutments	Patch repair abutment walls	1 to 5 yrs.	\$1,500
Decks	Patch repair	1 to 5 yrs.	\$27,500
Decks	Waterproof and pave	1 to 5 yrs.	\$28,000
Sidewalks/curbs	Patch repair	1 to 5 yrs.	\$1,000
			\$0
			\$0
Various	Associated Work		\$44,500
		Total	\$102,500

Additional Investigations:

Maintenance Needs:



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: September 11, 2023

Subject: SRW.23.20 2023 Municipal Tree Maintenance

Report from: Scott McLeod, Public Works Manager

Appendices: None

Recommendation

Be It Resolved that Council hereby,

1. Approve the rental of the 2015 Ponsse Scorpion King Harvester from Eccles Forestry Ltd., at an amount of \$350.00 per hour;
2. That the project be funded through Project Account #01-2513 – Transportation – Roads – Roadside in the amount of approximately \$15,400.00;
3. That Council authorizes the sale of any viable commercial grade logs to Eccles Forestry Ltd., at market price to assist with offsetting the costs of this project; and
4. That Council grant an exemption to By-Law No. 59-09 – Procurement Policy under Section 4.7 (b) – goods and services are available from only one source.

Report Summary

The intent of this report is to receive Council approval to proceed with a contract with Eccles Forestry Ltd., for the rental of their 8-wheeled harvester to remove several dead or diseased trees within the Municipality.

Background

In 2022, Council approved a contract with a qualified arborist to assist with the removal of dead or deteriorating trees mainly in the communities of Chesley, Tara and Paisley. The work that was completed was done over a 12 day period with the assistance of public works staff.

This year the focus would be on the removal of the dead or diseased/deteriorating trees (ash trees) in the rural area of the Municipality.

Staff would like to continue with tree removal efforts this fall and have been successful in single sourcing a contractor that has extensive experience in forest management.

Analysis

Staff have been in contact with Eccles Forestry Ltd., a professional forest management company located in Durham, Ontario with over 36 years of experience in the field.

Eccles Forestry owns a 2015 Ponsse Scorpion King Harvester, pictured below.



This is an 8 wheeled tree harvester. The wheels allow this machine to travel the road surfaces without causing damages. The machine also has removable tracks if needed.

The machine is capable of cutting the tree, placing it where the operator wishes. It will remove the branches and top of the tree and then cut the tree stem to desired log lengths. Logs and debris can be placed in piles or designated areas. The cab is surrounded in break resistant windows for optimal viewing and this protects the operator and possible passenger from any potential deadly hazards, such as falling limbs. This is a major benefit when dealing with declining ash and any trees with dead tops. The crane has a turning angle of 280 degrees and a reach of up to 36 feet. This reach helps to dissect the tops of large, challenging trees with heavy limbs. The harvester is able to cut trees up to 24 inches in diameter comfortably.

Eccles Forestry Ltd is fully covered with liability insurance and WSIB. Trees that are located where hydro lines are present are the responsibility of Hydro One and will not be cut for safety and liability reasons.

The goal of hiring Eccles Forestry would be to harvest the trees and place them in the ditch and Municipal Staff would complete the cleanup and removal of the remaining wood. The work would be completed this fall.

Any logs that are commercial grade logs could be purchased by Eccles Forestry for current market value, assisting to offset the costs of the tree removal.

Similar tree harvesting machines are not equipped with tracks which does not provide the opportunity to travel on the roadway. Staff anticipate that a larger number of trees will be eradicated since there is no need to load and unload equipment or set up at each removal site. Due to this factor, Staff are requesting an exemption to the Procurement Bylaw to sole source the equipment to complete the work.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

The cost to rent the machine is \$350.00 per hour.

Funding of \$18,226 is available in the operating budget through account #01-2513 – Transportation – Roads – Roadside

Staff are proposing rental of the equipment for one full week, 44 hours, at an approximate cost of \$15,400.00. The costs could be potentially offset by the purchase of commercial grade logs from the Municipality by Eccles Forestry Ltd.

Approved by: Sylvia Kirkwood, Chief Administrative Officer

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

BY-LAW NO. 40 – 2023

BEING A BY-LAW TO AMEND SCHEDULE A OF BY-LAW NO. 36-09, AS
AMENDED
(BEING THE COMPREHENSIVE ZONING BY-LAW OF THE
MUNICIPALITY OF ARRAN-ELDERSLIE)
RE: CON 10 LOT 19; 761 Concession 10 East, Arran, Arran-Elderslie

Whereas Section 34(1) of the Planning Act, R.S.O. 1990, Chapter P. 13, as amended, provides that: "Zoning by-laws may be passed by the councils of local municipalities:

1. For prohibiting the use of land, for or except for such purposes as may be set out in the by-law within the municipality or within any defined area or areas or abutting on any defined highway or part of a highway.
2. For prohibiting the erecting, locating or using of buildings or structures for or except for such purposes as may be set out in the by-law within the municipality or within any defined area or areas or abutting on any defined highway or part of a highway."

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

1. THAT Schedule "A" of By-law No. 36-09, as amended being the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie, is hereby further amended by changing the zoning of the subject lands from General Agriculture 'A1' Zone to General Agriculture Special 'A1-40-2023' Zone, as outlined in Schedule 'A', attached hereto and forming a part of this by-law.
2. THAT By-law No. 36-09, as amended, is hereby further amended by adding the follow subsection to Section 6.4 thereof:
'A1-40-2023'
.xx Notwithstanding their (General Agriculture) 'A1' zoning designation, those lands delineated as A1-40-2023 on Schedule 'A' to this By-law shall be used in compliance with the 'A1' zone provisions and 3.19 General Provisions contained in this by-law, excepting however:
 - i. That the lot area shall be 37 ha for an Agriculture Lot.
3. THAT this By-law takes effect from the date of passage by Council, subject to compliance with the provisions of the *Planning Act, R.S.O. 1990, as amended*.

READ a FIRST and SECOND time this 11th day of September, 2023.

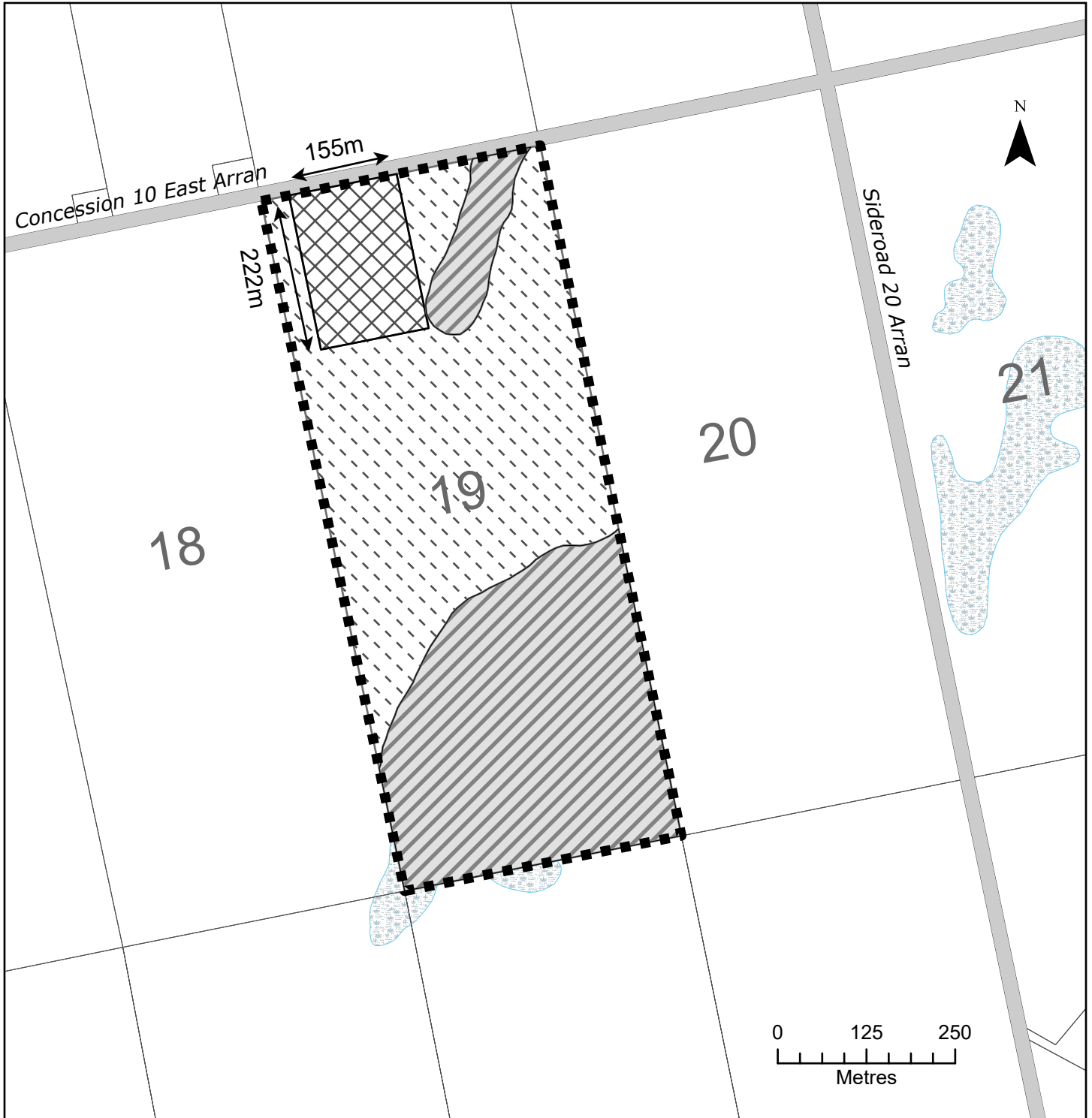
READ a THIRD time and finally passed this 11th day of September, 2023.

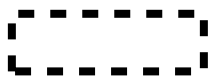
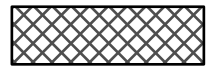

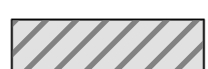
Steve Hammell, Mayor

Christine Fraser McDonald, Clerk

Schedule 'A'

761 Concession 10 East Arran - Concession 10 Lot 19 - Roll 410349000215800
Municipality of Arran-Elderslie (geographic Township of Arran)



-  Subject Property
-  Lands zoned A1 - General Agriculture
-  Lands to be zoned A1-40-2023 - General Agriculture Special
-  Lands zoned EP - Environmental Protection

This is Schedule 'A' to the zoning by-law amendment number 40-2023 passed this 11th day of September, 2023

Mayor _____

Clerk _____

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

BY-LAW NO. 41 – 2023

BEING A BY-LAW TO AMEND SCHEDULE A OF BY-LAW NO. 36-09, AS
AMENDED
(BEING THE COMPREHENSIVE ZONING BY-LAW OF THE
MUNICIPALITY OF ARRAN-ELDERSLIE)
RE: CON 11 LOT 26 (ELDERSLIE), 412 CONCESSION 10 ELDERSLIE

Whereas Section 34(1) of the Planning Act, R.S.O. 1990, Chapter P. 13, as amended, provides that: "Zoning by-laws may be passed by the councils of local municipalities:

1. For prohibiting the use of land, for or except for such purposes as may be set out in the by-law within the municipality or within any defined area or areas or abutting on any defined highway or part of a highway.
2. For prohibiting the erecting, locating or using of buildings or structures for or except for such purposes as may be set out in the by-law within the municipality or within any defined area or areas or abutting on any defined highway or part of a highway."

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

1. THAT Schedule "A" of By-law No. 36-09, as amended being the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie, is hereby further amended by changing thereon from 'General Agriculture A1' Zone and 'Environmental Protection (EP)' Zone to 'General Agriculture Special (A1-41-2023)' Zone and 'Environmental Protection (EP)' Zone of the subject lands, as outlined in Schedule 'A', attached hereto and forming a part of this by-law.
2. THAT By-law No. 36-09, as amended, is hereby further amended by adding the follow subsection to Section 6.4 thereof:

'A1-41-2023'

.xx Notwithstanding their 'A1' zoning designation, those lands delineated as 'A1-41-2023 on Schedule 'A' to this By-law shall be used in compliance with the 'A1' zone provisions contained in this by-law, excepting however:

- i. Residential uses shall be prohibited.
3. THAT this By-law takes effect from the date of passage by Council, subject to compliance with the provisions of the *Planning Act, R.S.O. 1990, as amended*.

READ a FIRST and SECOND time this 11th day of September, 2023.

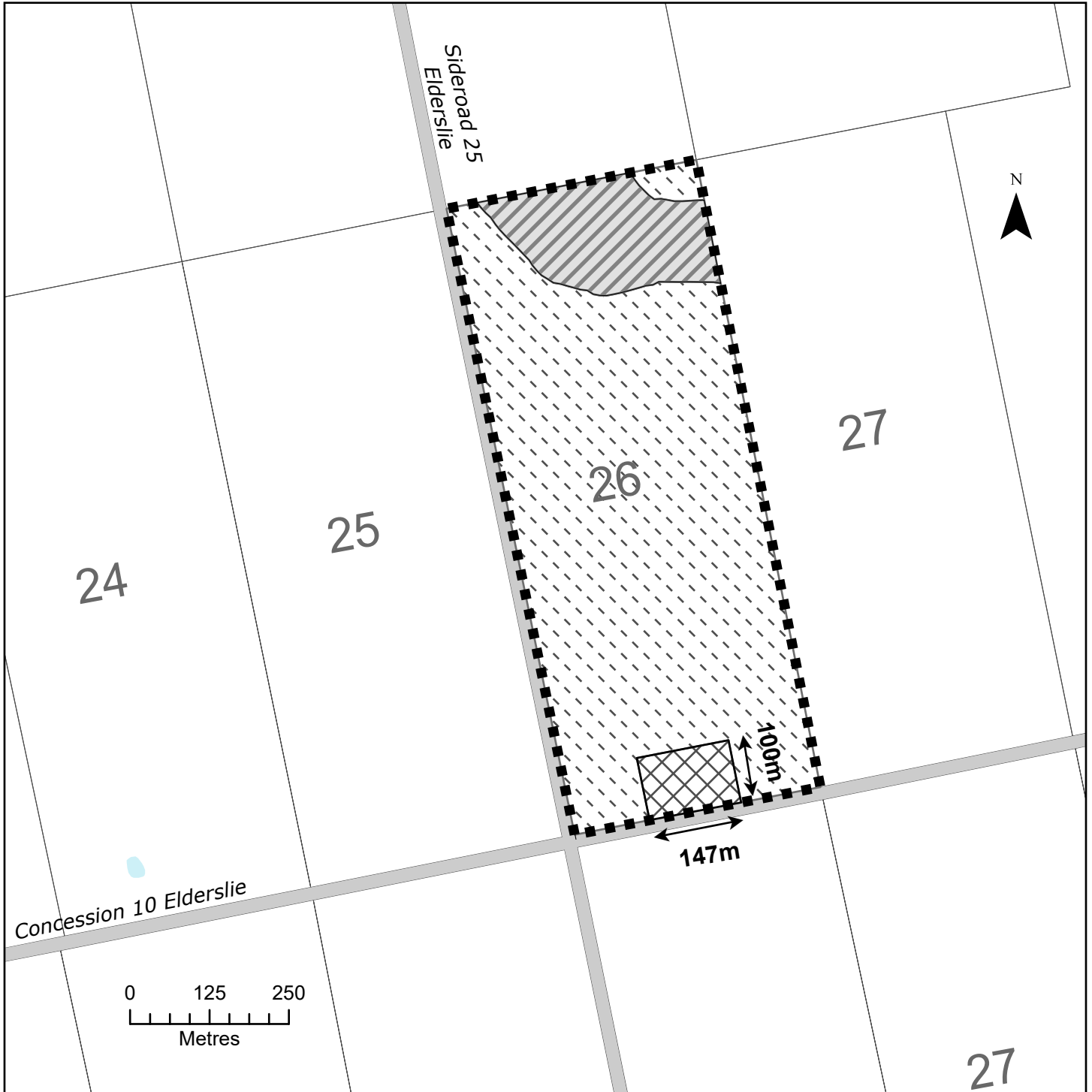
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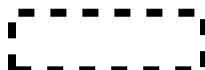



Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

Schedule 'A'

412 Concession 10 Elderslie - Concession 11 Lot 26 - Roll 410338000407000
Municipality of Arran-Elderslie (geographic Township of Elderslie)



-  Subject Property
-  Lands zoned A1 - General Agriculture
-  Lands to be zoned A1-41-2023 - General Agriculture Special
-  Lands zoned EP - Environmental Protection

This is Schedule 'A' to the zoning by-law amendment number 41-2023 passed this 11th day of September, 2023

Mayor _____

Clerk _____

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

BY-LAW NO. 42 – 2023

Being A By-Law to Amend Comprehensive Zoning By-Law No. 36-09, as amended, of the Municipality of Arran-Elderslie.

Whereas the Council of the Municipality of Arran-Elderslie deems it in the public interest to pass a By-law to amend Bylaw No. 36-09.

And Whereas pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, as amended, By-laws may be amended by Councils of Municipalities.

Therefore, the Council of the Municipality of Arran-Elderslie enacts the following:

1. By-law No. 36-09 is hereby amended as it affects lands described as Plan 132 Lot 6 Lot 10 Municipality of Arran-Elderslie, 45 1st Avenue N. Chesley, and shown on Schedule “A” affixed hereto.
2. Schedule “A” to By-law No. 36-09, as amended, being the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie, is hereby further amended by changing the zoning from Residential ‘R1’ to Residential with exceptions ‘R1-42-2023’, on the subject lands, as outlined in Schedule ‘A’, attached hereto and forming a part of this by-law.
3. By-law No. 36-09, is further amended by adding the follow subsection to Section 10.5 thereof:
‘R1-42-2023’
“Notwithstanding Section 10 to this By-law on lands described as Plan 132 Lot 6 Lot 10 Municipality of Arran-Elderslie shown as ‘R1-42-2023’ on Schedule ‘A’ for the parcel fronting 2nd Ave N/E, the minimum front yard setback is 4.5 m and the minimum rear yard setback is 6 m. For the retained lot fronting 1st Avenue N., the existing three-plex is recognized as a permitted use and the minimum rear yard setback is 6 m. All other provisions of By-law 36-09 shall apply.”
4. Schedule ‘A’ attached, and all notations thereon are hereby declared to form part of this By-law.
5. THAT this By-law takes effect from the date of passage by Council, subject to compliance with the provisions of the *Planning Act, R.S.O. 1990, as amended*.

READ a FIRST and SECOND time this 11th day of September, 2023.

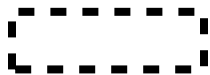
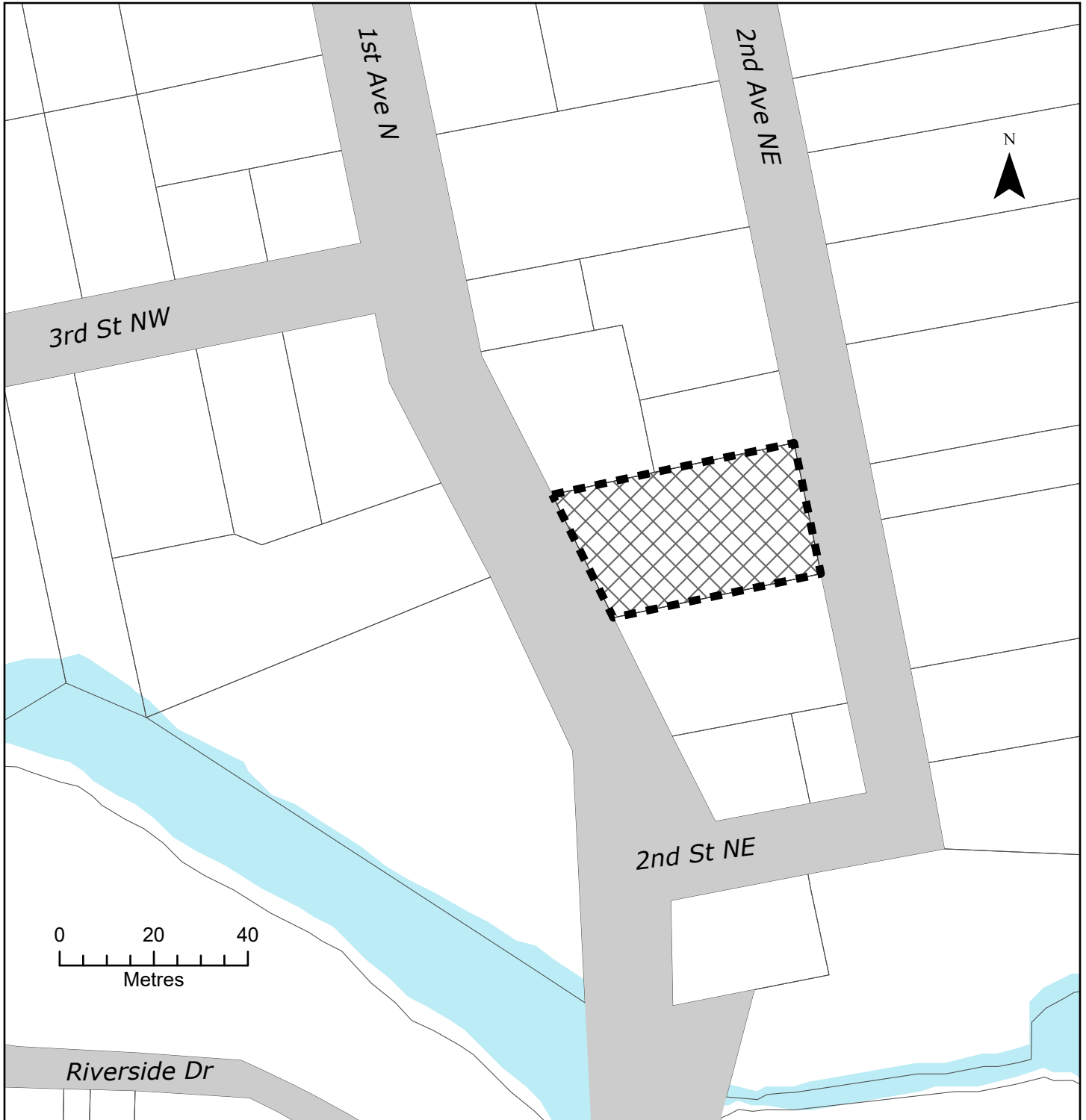
READ a THIRD time and finally passed this 11th day of September, 2023.

Steve Hammell, *Mayor*

Christine Fraser-McDonald, *Clerk*

Schedule 'A'

45 1st Avenue North - PLAN 132 LOTS 6 AND 10 - Roll 410339000111400
Municipality of Arran-Elderslie (Town of Chesley)



Subject Property



Lands to be zoned R1-42-2023 - Residential:
Low Density Single Special

This is Schedule 'A' to the zoning by-law amendment number 42-2023 passed this 11th day of September, 2023.

Mayor _____
Clerk _____

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

BY-LAW NO. 43-2023

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL MEETING OF
THE MUNICIPALITY OF ARRAN-ELDERSLIE
HELD SEPTEMBER 11, 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 September 11, 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 September 11, 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 11th day of September, 2023.

READ a THIRD time and finally passed this 11th day of September, 2023.

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk