



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

AGENDA

Monday, January 27, 2025, 9:00 a.m.
Council Chambers
1925 Bruce Road 10, Chesley, ON

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1. Call to Order	
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3. Adoption of Agenda	
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18.	Closed Session - Commencing at 1:00 p.m.	
	<ul style="list-style-type: none"> • personal matters about an identifiable individual, including municipal or local board employees - Employee matters • Education or training - Mid-term Refresher with Integrity Commissioner - Council Code of Conduct and Council/Staff relations 	
19.	Resolution to Reconvene in Open Session	
20.	Adoption of Recommendations Arising from Closed Session (If Any)	
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23. List of Upcoming Council meetings

- February 10, 2025
- February 24, 2025
- March 10, 2025



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

MINUTES

Monday, January 13, 2025, 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: Christine Fraser-McDonald - Clerk
 Julie Hamilton - Deputy Clerk
 Scott McLeod - Public Works Manager
 Carly Steinhoff - Recreation Manager
 Pat Johnston - Chief Building Official - Present Electronically
 Chris Legge - Water/Sewer Foreperson
 David Munro - Interim Treasurer
 Jennifer Isber-Legge - Economic Development &
 Communications Coordinator
 Emily Dance, CAO
 Nathan Van Myall - Project Manager

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)

- I would like to welcome everyone back from their Christmas Break and wish everyone a happy new year.
- I would like to introduce Nathan Van Myall. Nathan has accepted the position of Project Manager for the new Paisley Fire Hall/Public Works Building.

3. Adoption of Agenda

Council passed the following resolution:

01-01-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

Be It Resolved that the agenda for the Council Meeting of Monday, January 13, 2025 be received and adopted, as distributed by the Clerk.

Carried

4. Disclosures of Pecuniary Interest and General Nature Thereof

5. Unfinished Business

6. Minutes of Previous Meetings

6.1 December 9, 2024 Regular Council Minutes

Subsequent to further discussion, Council passed the following resolution:

02-01-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Penner

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held December 9, 2024.

Carried

7. Business Arising from the Minutes

8. Minutes of Sub-Committee Meetings

Councillor Nickason noted that there will be a public meeting regarding the proposed Grey Owl Battery Energy Storage System.

Subsequent to further discussion, Council passed the following resolution:

03-01-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Nickason

Be It Resolved that Council receives the Health and Safety Committee Minutes of November 14, 2024, the Multi Municipal Energy Working Group of September 12, 2024 and the South Bruce OPP Detachment Board of December 17, 2024 Minutes for information purposes.

Carried

8.1 JHSC Minutes - November 14, 2024

8.2 Multi Municipal Energy Working Group - September 12, 2024 Minutes

8.3 South Bruce OPP Detachment Board - December 17, 2024 Minutes

9. Public Meeting(s)

10. Delegations

11. Presentations

12. Correspondence

12.1 Requiring Action

Subsequent to further discussion, Council passed the following resolution:

04-02-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

Be it Resolved that the Council of the Municipality of Arran-Elderslie hereby approves the requests of the South Bruce OPP for in kind donations for the Human Trafficking Awareness session and the Recruitment Information session and that these requests be included in the 2025 Grants and Donations budget.

Carried

12.1.1 South Bruce OPP - In Kind Donation Request (Chesley Community Centre) - Human Trafficking awareness session

12.1.2 South Bruce OPP - In Kind Donation Request (Paisley Community Centre) - Recruitment Information Session

12.2 For Information

Subsequent to further discussion, Council passed the following resolution:

05-01-2025

Moved by: Councillor Dudgeon

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 Grey Sauble Conservation Authority - Status Report
- 12.2.2 Correspondence from Wm. Palmer - BESS
- 12.2.3 William Palmer - Submission to Office of the Fire Marshal re: BESS Public Safety
- 12.2.4 SMART - Arran-Elderslie 2025 Budget Contribution
- 12.2.5 SVCA - Discontinue Winter Operations at Durham Upper Dam
- 12.2.6 Correspondence from BDO Canada - Acquisition by MNP
- 12.2.7 MPP Rick Byers Media Release

13. Staff Reports

13.1 Emergency Services

13.2 Building/Bylaw

13.3 Public Works

- 13.3.1 PWWS-2025-01 Paisley WWTP Wastewater Spill for information purposes.

Subsequent to further discussion, Council passed the following resolution:

06-01-2025

Moved by: Councillor Nickason

Seconded by: Councillor Penner

Be It Resolved that Council hereby receives Report Number PWWS-2025-01 Paisley WWTP Wastewater Spill for information purposes.

Carried

13.4 Facilities, Parks and Recreation

13.5 Finance

- 13.5.1 FIN-2025-01 Tara Curling Club Request for Interest Free Loan

Interim Treasurer, David Munro, and CAO Emily Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

07-01-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Penner

Be It Resolved that Council hereby approves Report FIN-2025-01 Tara Curling Club Request for an Interest Free Loan;

Approves an exemption to the grants and donations policy, authorizes entering into an interest free loan agreement with the Tara Curling Club in the amount of up to \$100,000 over a ten year term;

And further the loan come out of the working capital reserve AND FURTHER acknowledges the loss of interest in the budget.

And further authorizes the appropriate agreement and By-Law coming forward.

Carried

13.5.2 SRFIN-2025-02 OPP Revised 2025 Billing

Interim Treasurer, David Munro, responded to questions from Members of Council.

Council directed staff to move forward with the meeting with the Solicitor General at the ROMA Conference.

Subsequent to further discussion, Council passed the following resolution:

08-01-2025

Moved by: Councillor Nickason

Seconded by: Councillor Steinacker

Be It Resolved that Council hereby approves Report Number SRFIN-2025-02 OPP Revised 2025 Billing and directs that the surplus amount of \$201,338.00 be allocated to Bridge Reserve 01-0000-7264 in the 2025 budget.

Carried

13.6 Economic Development

13.6.1 Paisley Artscape Society Sculpture Bases, ECDEV-2025-01

Economic Development & Communications Coordinator, Jennifer Isber-Legge, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following revised resolution:

09-01-2025

Moved by: Councillor Penner

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council hereby approves Report ECDEV-2025-01 Paisley Artscape Society Sculpture Bases; and

That the Paisley Artscape Society be permitted to install on-grade surface sculpture bases at the following locations:

1. Northeast corner of the Teeswater Bridge
2. Within the raised garden bed in the town square

Subject to approval from Bruce County; and

That staff assist in the placement of the bases to be provided by the Paisley Artscape Society.

Carried

13.6.2 ECDEV-2025-02 Community Improvement Plan Incentive Grants 2025, ECDEV-2025-03

10-01-2025

Moved by: Councillor Penner

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council hereby approves ECDEV-2025-02 Community Improvement Plan Incentive Grants 2025; and

FURTHER approves offering incentive grants in partnership with Bruce County through the Spruce the Bruce program by supporting 1/3 of applicable project costs for eligible applicants in Arran-Elderslie to a maximum of \$20,000 total program support in the following categories:

- Façade Improvement
- Perpendicular signage
- Awning Grant
- Fascia Signage

Carried

13.6.3 Commemorative Tree and Bench Policy, ECDEV-2025-03

Economic Development & Communications Coordinator, Jennifer Legge, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

11-01-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Nickason

Be It Resolved that Council hereby approves Report ECDEV-2025-03 Commemorative Tree and Bench Policy;

And Council directs staff to bring forward a By-law to bring force and effect to the Commemorative Tree and Bench Policy at a future Council meeting.

Carried

13.7 Clerks

13.8 CAO

CAO Emily Dance noted that the Municipality has been granted delegations for the upcoming 2025 Rural Ontario Municipal Association (ROMA) Conference with the Ministry of Health (Chesley Hospital) and the Ministry of Infrastructure (bridges). On Friday the Municipality was notified that it was successful in obtaining a meeting with the Solicitor General.

13.8.1 CAO-2025-02 Expression of Interest – Old Paisley Library

CAO Emily Dance responded to questions from Members of Council.

The report noted a closing date of March 13th. Council requested that this date be extended to April 17th.

Subsequent to further discussion, Council passed the following resolution:

12-01-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Steinacker

Be It Resolved that Council hereby approves Report Number CAO-2025-02 Expression of Interest – Old Paisley Library; and

Directs staff to issue the Expression of Interest for the Old Paisley Library with a closing date of April 17, 2025.

Carried

13.8.2 Paisley Firehall Fundraising Plan, CAO-2025-01

CAO Emily Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

13-01-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Nickason

Be It Resolved that Council hereby approves Report Number CAO-2025-01 New Paisley Firehall Fundraising Plan.

Carried

14. Notice of Motion

15. Members Updates

Shaw:

Deputy Mayor Shaw noted that she will be attending an ADIE meeting, a SMART meeting and Tara Community Working Group meeting.

Hampton:

Councillor Hampton will be attending the Chesley Working Group meeting.

Dudgeon:

Councillor Dudgeon noted that he has received calls regarding roads, budget etc.

Steinacker:

Councillor Steinacker noted that he has received some questions regarding the dissemination of municipal information.

Penner:

Councillor Penner had nothing to report.

Nickason:

Councillor Nickason attended a Wind Turbine meeting and will be attending a BASWR meeting.

Hammell:

Mayor Hammell will be attending the Neone (Grey Owl) BESS public meeting as an observer. This is not a municipal public meeting. He will be attending the ROMA conference, the Grey Sauble Conservation Authority annual meeting on behalf of Deputy Mayor Shaw and will be away for the February 10th Council meeting.

16. New Business

17. By-laws

17.1 By-law 01-2025 - Enter into an Agreement with CIBC

Subsequent to further discussion, Council passed the following resolution:

14-01-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Dudgeon

Be It Resolved that By-law No. 01-2025 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 01-2025 being a By-law to enter into an agreement with the Canadian Imperial Bank of Commerce to borrow the amount of \$2,000,000 to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year.

Carried

17.2 By-law 02-2025 - Interim Tax Levy

Subsequent to further discussion, Council passed the following resolution:

15-01-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 02-2025 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 02-2025 being a By-law to provide for a 2025 Interim Tax Levy and to provide for the payment of taxes.

Carried

17.3 By-law 03-2025 - Adopt the 2025 Budget

Subsequent to further discussion, Council passed the following resolution:

16-01-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Hampton

Be It Resolved that By-law No. 03-2025 be introduced and read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.

By-law 03-2025 being a By-law to adopt the 2025 Budget (Estimates of Revenues & Expenditures) for tax purposes.

Carried

17.4 By-law 04-2025 - Adopt a Municipal Flag and Proclamation Policy

Subsequent to further discussion, Council passed the following resolution:

17-01-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 04-2025 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 04-2025 being a By-law to adopt the Municipal Flag and Proclamation Policy.

Carried

17.5 By-law 05-2025 - Enter into a Memorandum of Understanding with Bruce County

Subsequent to further discussion, Council passed the following resolution:

18-01-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Dudgeon

Be It Resolved that By-law No. 05-2025 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 05-2025 being a By-law to enter into a Memorandum of Understanding with the County of Bruce for planning services.

Carried

17.6 By-law 06-2025 - Payment in Lieu of Parking Policy

Subsequent to further discussion, Council passed the following resolution:

19-01-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 06-2025 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 06-2025 being a By-law to adopt a Payment In Lieu of Parking Policy.

Carried

18. Confirming By-law

18.1 By-law 07-2025 - Confirming By-law

Subsequent to further discussion, Council passed the following resolution:

20-01-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Penner

Be It Resolved that By-law No. 07-2025 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 07-2025 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, January 13, 2025.

Carried

19. Adjournment

Subsequent to further discussion, Council passed the following resolution:

21-01-2025

Moved by: Councillor Nickason

Seconded by: Councillor Steinacker

Be It Resolved that the meeting be adjourned to the call of the Mayor at 11:14 a.m.

Carried

20. List of Upcoming Council meetings

- January 27, 2025
- February 10, 2025
- February 24, 2025

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk



Saugeen Valley Conservation Authority

Minutes – Board of Directors Meeting

Date: Thursday November 21, 2024, 1:00 PM.

Location: Remote via Zoom

Chair: Tom Hutchinson

Members present: Paul Allen, Larry Allison, Barbara Dobreen, Kevin Eccles, Bud Halpin, Greg McLean, Dave Myette, Mike Niesen, Moiken Penner, Jennifer Prenger, Bill Stewart, Peter Whitten

Members absent: Sue Paterson, Steve McCabe

Staff present: Matt Armstrong, Adam Chalmers, Erik Downing, Janice Hagan, Darren Kenny, Donna Lacey, Katie Thomas, Brandi Walter

Vice Chair Tom Hutchinson assumed the role of Chair and called the meeting to order at 1 PM.

1. Land Acknowledgement – read by Bud Halpin

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

2. Adoption of Agenda

Motion #G24-127

Moved by Peter Whitten

Seconded by Kevin Eccles

THAT the agenda for the Saugeen Valley Conservation Authority meeting, November 21, 2024, be adopted as circulated.

Carried

3. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest relative to any item on the agenda.

4. Adoption of Minutes

4.1 Authority meeting – October 17, 2024

Motion #G24-128

Moved by Bill Stewart

Seconded by Dave Myette

THAT the minutes of the Saugeen Valley Conservation Authority meeting, October 17, 2024, be adopted as presented.

Carried

5. Matters Arising from the Minutes – none at this time

6. New Business

6.1 Formosa Administration Office: Lightning Strike update

Erik Downing, GM/S-T, reported that staff have been in communication with the insurance company and the general contractor to address the damage caused by the lightning strike. While the timeline for resuming on-site work remains uncertain, significant progress has been made.

6.2 GM-2024-13: SVCA Operational Plan

The Directors reviewed several items outlined in the plan, and the GM/S-T provided clarifications. Chair Barbara Dobreen joined the meeting at 1:20 PM.

6.3 GM-2024-14: Program Report

The Directors requested additional details on various program report projects, and the GM/S-T provided further information.

6.4 Correspondence

There was no submitted correspondence.

6.5 COR-2024-25: 2025 Authority Meeting Schedule

The GM/S-T presented the proposed meeting schedule for 2025, and the Directors requested that Janice Hagan distribute the meeting dates via calendar invite.

Motion #G24-129

Moved by Barbara Dobreen

Seconded by Greg McLean

THAT the 2025 SVCA Authority meeting and Section 28 Hearing schedules be adopted as presented.

Carried

6.6 COR-2024-26: 2025 Budget Presentation

Staff presented the proposed 2025 budget and reviewed the accomplishments of 2024, as well as the goals for 2025. It was noted that the budget is based on the anticipated continuation of the Environmental Planning and Regulations (EPR) fee freeze mandated by the provincial government since 2022. The budget request is 17.6%, which includes a 12% increase in staff salaries as previously approved by the Board, and a significant withdrawal from reserve funds.

Greg McLean left the meeting at 3:42 PM.

Barbara Dobreen called for a recorded vote for the following motion:

Motion #G24-130

Moved by Bill Stewart

Seconded by Barbara Dobreen

THAT the SVCA Board of Directors approve the 2025 draft budget in principle; and further

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

Moiken Penner	In favour
Peter Whitten	In favour
Paul Allen	In favour
Larry Allison	In favour
Jennifer Prenger	In favour
Bill Stewart	In favour
Bud Halpin	In favour
Dave Myette	In favour
Mike Niesen	Opposed
Barbara Dobreen	In favour
Kevin Eccles	Opposed
Tom Hutchinson	In favour

Carried

Due to time constraints, Barbara Dobreen requested that Agenda items 6.8, EPR-2024-23: Violation Strategy Update, 6.9 EPR-2024-24: Permits Issued for Endorsement, and 7.0 Closed Session be deferred to the next meeting.

Motion #G24-131

Moved by Barbara Dobreen

Seconded by Kevin Eccles

THAT Agenda Items 6.8, 6.9, and 7.0 be deferred to the next scheduled Authority meeting.

Carried

6.7 Christmas Office Closure

Erik proposed that staff receive regular salaried pay for the three days, December 27, 30, 31st during the time the Administration office is closed for the Christmas holidays. There was no discussion.

Motion #G24-132

Moved by Barbara Dobreen

Seconded by Jennifer Prenger

THAT the SVCA approves that the SVCA be closed between Christmas and New Years in 2024; and further

THAT all eligible staff be allowed to have this time off one time with pay and without use of vacation or overtime.

Carried

6.8 EPR-2024-23: Violation Strategy Update

Deferred to next Authority meeting

6.9 EPR-2024-18: Permits Issued for Endorsement

Deferred to next Authority meeting

6.10 EPR-2024-25: Schedule A Environmental Planning and Regulations Fee

Staff presented the recommended 2025 EPR fee rate for the Board's consideration. These fees will be implemented if the 2024 rates are not suspended by the provincial government.

Motion #G24-133

Moved by Larry Allison

Seconded by Paul Allen

THAT Fee Schedule A, Environmental Planning and Regulations be approved as presented.

Carried

6.11 WR-2024-10: Durham Upper Dam

Staff recommend suspending winter operations at the Durham Upper Dam (DUD) due to its significant deterioration and unsafe conditions. The Board reviewed the 1997 incident where frazil ice buildup led to flooding in some areas of the Town of Durham; however, it was noted that the dam could fail if the winter operations continue. Staff confirmed that WECl funding has been approved for 50% of the project and that the benefitting municipality would cover the remaining 50%.

Jennifer Prenger left the meeting at 4:30 PM.

Motion #G24-134

Moved by Barbara Dobreen

Seconded by Bill Stewart

THAT the SVCA Board of Directors approve the cessation of winter operations at the Durham Upper Dam, as recommended based on ongoing engineering reports, with a provision for annual re-evaluation; and further

THAT staff proceed with Phase 2 of a Class Environmental Assessment for the Durham Upper Dam, pending Water and Erosion Control Infrastructure (WECl) funding; and further

THAT the Municipality of West Grey be deemed the benefitting municipality, contributing 100% of the project costs not covered by grant funding.

Paul Allen requested that the Question be divided as the resolution contains two different subjects.

Barbara Dobreen requested a recorded vote for the first part of the Resolution:

Motion #G24-135

Moved by Barbara Dobreen

Seconded by Bill Stewart

THAT the SVCA Board of Directors approve the cessation of winter operations at the Durham Upper Dam, as recommended based on ongoing engineering reports, with a provision for annual re-evaluation.

Moiken Penner	In favour
Peter Whitten	Opposed
Paul Allen	Opposed
Larry Allison	In favour
Bill Stewart	In favour
Bud Halpin	In favour
Dave Myette	In favour
Mike Niesen	In favour
Barbara Dobreen	In favour
Kevin Eccles	Opposed
Tom Hutchinson	Opposed

Carried

Barbara Dobreen requested a recorded vote for the second part of the Resolution:

Motion #G24-136

Moved by Barbara Dobreen

Seconded by Bill Stewart

THAT staff proceed with Phase 2 of a Class Environmental Assessment for the Durham Upper Dam, pending Water and Erosion Control Infrastructure (WECI) funding; and further

THAT the Municipality of West Grey having been deemed the benefiting municipality, contributing 100% of the project costs not covered by grant funding.

Moiken Penner	In favour
Peter Whitten	Opposed
Paul Allen	In favour
Larry Allison	In favour
Bill Stewart	Opposed
Bud Halpin	In favour
Dave Myette	In favour
Mike Niesen	In favour
Barbara Dobreen	In favour
Kevin Eccles	Opposed
Tom Hutchinson	Opposed

Carried

6.12 NWMO-2024-01: Nuclear Waste Management Organization (NWMO) Update

There was no discussion on the report.

Motion #G24-137

Moved by Bud Halpin

Seconded by Larry Allison

THAT the Saugeen Valley Conservation Authority Board of Directors receive the NWMO-SVCA Environmental Media Baseline Program update for information.

Carried

7. Closed Session – to discuss a litigation matter and personal matters about identifiable individuals

Deferred to next Authority meeting.

8. Adjournment

With no further business to discuss, the meeting was adjourned at 5:07 PM, following a motion by Dave Myette and Peter Whitten.

Tom Hutchinson
Chair

Janice Hagan
Recording Secretary



Arran-Elderslie Council Briefing

Community Engagement Strategy – Wards or At-Large Representation

January 27, 2024

Agenda

1. Introductions
2. Project Overview and Objectives
3. Community Engagement – What is it?
4. Existing Council Structure
5. Legislative Framework
6. Wards or At-Large
7. Community Consultation Process

About Us

- Clerks on Call is a municipal management consulting team, offering a range of specialized municipal governance and administration services, including:
 - virtual and onsite facilitator-led training for Councils and Staff
 - community engagement
 - policy and by-law reviews
 - mentoring/coaching for municipal Clerks and CAOs

- Consultant Team:
 - Michelle Smibert
 - Michelle Casavecchia-Somers



Project Overview & Objectives

Project Overview

- Undertake a community engagement strategy to enable the Council to make decisions about whether to maintain the existing ward structure or to adopt an alternative at-large arrangement.
- Develop and conduct an appropriate public consultation process in accordance with municipality's existing public engagement practices
- Allow the public to offer their perspectives on the present ward system and the alternative at-large system
- Prepare a report that will provide context for the 'preferred' electoral system for Arran-Elderslie

Project Objectives

Objective:

- To engage the community in determining their 'preferred' electoral structure -- wards or at-large elections.

Key Question:

- *Should future municipal elections be conducted using a ward-based or at-large system?*

Importance:

- Ensures community support for the project outcome.
- Ensures future representation aligns with community needs and values.
- Promotes transparency and trust in the electoral process.

Community Engagement – What is it?

Community Engagement

- Community engagement is the process of involving individuals, organizations, and groups from a specific community in dialogue, decision-making, and action to address shared challenges, goals, or interests.

Why Engage the Community?

- Community engagement is fundamental to creating inclusive and effective strategies.
- It helps ensure that initiatives are tailored to the needs and wants of the people they serve.

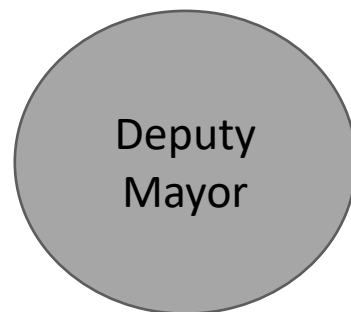
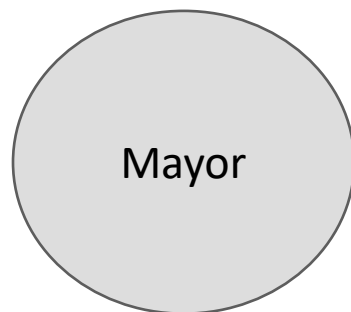
Community Engagement - Benefits

- Builds trust and transparency and strengthens relationships between stakeholders.
- Encourages informed decision-making by incorporating diverse perspectives.
- Increases the relevance and effectiveness of policies, programs, or projects.
- Fosters a sense of belonging and shared responsibility within the community.
- Promotes sustainable and long-lasting outcomes.

Existing Council Structure

Existing Council Structure

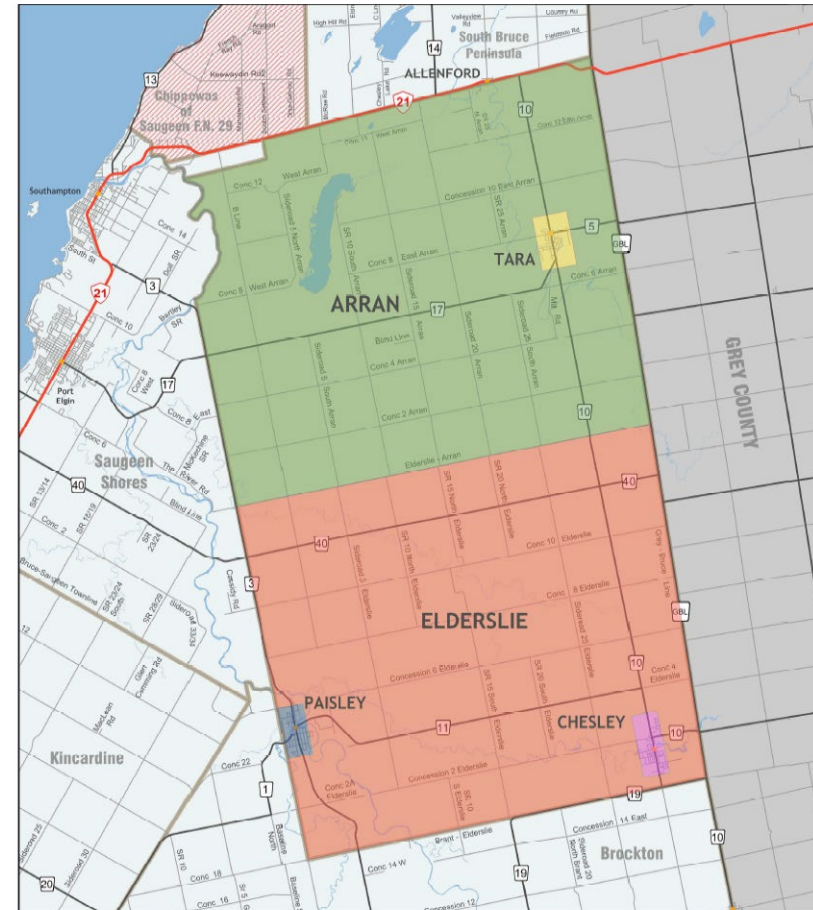
7 Council Members



- Mayor and Deputy are elected at large
- 5 Councillors are elected by ward

Existing Ward Configuration

- 5 ward structure
- based on historical municipal boundaries



Legislative Framework

Legislative Framework

Ontario's *Municipal Act, 2001* authorizes a lower-tier municipality to:

- define the size of the Council
- determine how Council (other than the Mayor) will be elected – wards or general vote (at-large)
- “divide or re-divide the municipality into wards or dissolve the existing wards”

Legislative Framework

No stipulated schedule, standardized process or established criteria exist for electoral reviews in Ontario

- Each municipality must set its own terms, parameters, guiding principles, etc. to establish an electoral system appropriate for the community.
- Any changes must be made before the end of 2025 to be in effect for the 2026 municipal election

Representation Models - Wards/At-large

Representation Models

Ward-based Representation:

Council members are elected to specific geographic districts, representing the interests of the people in that ward.

At-Large Representation:

Council members are elected by all voters in the municipality, representing the community as a whole.

Community Consultation Process

Community Consultation – Principles

Inclusivity/Accessibility

- Ensuring consultation processes are easy to access for everyone, regardless of physical, economic, or social barriers; and that all voices are heard.

Transparency/Clarity of Purpose

- Clearly define the objectives of the consultation and ensure participants understand what is being asked of them.

Respect

- Value all contributions and create a safe environment where participants feel comfortable sharing their opinions.

Accountability

- Demonstrate how community input has been considered and incorporated into decisions.

Collaboration

- Working together with the community to co-create solutions.

Consultation Goals

- Educate the public about the differences between ward and at-large systems.
- Collect data to understand public preferences through surveys, open houses, and discussions.
- Ensure equitable participation from all community segments.
- Build consensus on the most suitable electoral structure.

Stakeholder Identification

Who to Engage:

- Residents
- Community organizations
- Advocacy groups
- Business leaders
- Council Members

Why:

- Tailored outreach ensures diverse perspectives are included.

Methods of Engagement

Councillor Interviews

Targeted discussions with community leaders

Late Jan./Early Feb.

Public Survey

Online and Paper Formats

Broad accessibility for feedback

Available from Feb. 1 until Feb. 28

Facilitated Open Houses

Interactive forums for in-depth discussion

Paisley: Feb. 12 – 5-7 pm
Tara: Feb. 13 – 3-5 pm
Chesley: Feb. 13 – 6-8 pm

Project Timeline

Project Kick-off – Council Briefing	January 27 (today)
Council Member Interviews	Late January/Early February
Survey Distribution	Runs from February 1 to February 28
Facilitated Open Houses	February 12 and 13
Data Analysis and Reporting	March/April
Presentation of Final Report	Late April/Early May

Thank You

Questions/Comments

From: Jess Pridham <JPridham@brucecounty.on.ca>
Sent: January 23, 2025 10:05 AM
To: Christine Fraser-McDonald <CFraser@arran-elderslie.ca>
Subject: CAP- Cultural Symposium

Hi Christine,

I'm reaching out on behalf of the Bruce County Cultural Action Plan Committee. We have you down as the municipal representative for the Roundtable.

The Committee is working on planning a Cultural Symposium in October. It will be an event organized by a sub-committee of the CAP Roundtable that will call out to cultural organizations, artists and makers to participate in a day of learning, connecting and celebrating culture in Bruce County.

We are in the process of gauging interest from centrally located Municipalities to partner with us to host. I know the Chelsey Community Centre would be an ideal location for the event. We would also value participation from the host Municipality in the sub-committee to assist in planning location specific elements of the event. We are hoping to partner with a Municipality to offer this facility rental in-kind, so I know that may mean there may be approvals required from council to support the initiative etc.

While I understand resources and capacity are tricky, let me know if Arran-Elderslie might be interested in partnering with us on this project.

If you have any questions, I'd be happy to coordinate a call with the other members of the sub-committee.

Jessica Pridham

Business Services Manager

Bruce County Museum & Cultural Centre

226-909-6370

jpridham@brucecounty.on.ca

www.brucemuseum.ca

Stronger together:

The power of collaboration

Municipal Partnerships Report **2024**

Belleville, Ontario



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Richmond Hill, Ontario

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Alan Spacek
Chair, MPAC Board
of Directors

From the Board Chair

Looking back on this year, we recognize that collaboration has been the cornerstone of our journey together. Our collective efforts have transformed opportunities into growth, building a strong foundation for the future. We focused on strengthening our partnerships, supporting municipalities to foster vibrant communities, using our data effectively, and creating a clear vision ahead. Our achievements show how powerful working together can be. As you explore the pages ahead, you'll see the results of our unified commitment to driving impactful change. We remain dedicated to nurturing these relationships and harnessing our collective strength to create a brighter future for all Ontarians.

Alan



Nicole McNeill
President and Chief
Administrative Officer

From the President and CAO

It has been an incredible year at MPAC, marked by meaningful connections, exciting product launches, and shared successes. With valuable feedback from our partners, we have delivered effective solutions to meet your evolving needs. This year's Municipal Partnerships Report highlights key accomplishments, including launching the Housing Inventory Map and Property Pulse Dashboard, exceeding our service level agreement target, and strengthening our data strategy. We've heard from municipalities that our data can address real-world challenges like housing affordability and climate change while positively impacting your communities. We recently completed a video series with several partners, including York Region, showing how these capabilities can transform operations and drive meaningful change. You can watch a part of it  [here](#). We're excited to share these insights and demonstrate how they can transform your operations. Looking ahead, we will build on this year's momentum, ensuring our future efforts align with your expectations and contribute to your continued success.

Nicole

Thunder Bay, Ontario

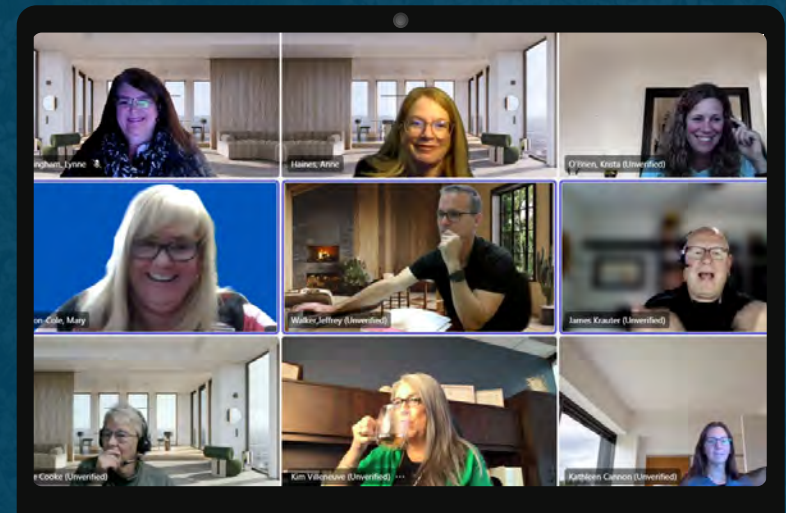


Partnership Spotlight

“Being a member of the Municipal Liaison Group allows me to voice my perspective on the municipal issues that affect my community. MPAC has ensured that diverse interests are represented in this working group, addressing the unique challenges faced by municipalities across the province. This collaborative team works together to achieve remarkable outcomes!”

KATHLEEN CANNON

Director, Revenue, City of Thunder Bay



Delivering accurate assessments for sustainable growth

At the heart of what we do is the goal of helping municipalities cultivate vibrant and resilient communities across Ontario. As property market experts, we deliver accurate and unbiased assessments for every property in the province.

Since our last report, we have identified over \$42 billion in new assessments, generating valuable dollars for our municipal partners. This achievement reflects our commitment to collaboration as we work alongside our partners to enhance our processes and accelerate revenue generation.

Our efforts extend beyond assessments. We also provide valuable property insights, host informative webinars, and develop and deliver tools and resources tailored to the priorities of our communities. We believe that strong communities thrive through collaboration, inclusivity, and shared goals.



“I was thrilled to engage with municipalities and collaborate closely to support their unique needs this year. Hearing your stories has inspired us to continue our commitment to driving meaningful change and creating stronger communities. I believe that our partnerships will lead to innovative solutions that truly make a difference.”

JAMIE BISHOP

Vice-President, Public Affairs and Customer Experience, MPAC

As we participate in the province’s review of Ontario’s property tax and assessment system, our dedication to fostering community remains unwavering. We are focused on:

- Maintaining our property inventory to ensure readiness for the next reassessment.
- Enhancing and strengthening our support for municipalities and residents to better meet their needs.
- Developing inclusive products and services that create solutions that reflect the diverse needs of all our customers and the communities we serve.

When the reassessment date is announced, we will be fully equipped with the latest information and tools to ensure a seamless experience for everyone involved.

Together, we can build a stronger, more connected community.

Sharing expertise, shaping the future

Our commitment to providing our partners with exceptional service is at the heart of everything we do. Whether it's an assessment update year or not, we prioritize staying proactive in maintaining a complete and accurate property inventory. This ensures that our assessments are always based on the most current and reliable data, helping municipalities make informed decisions.

We identify trends and continuously improve the reassessment process with your best interests in mind. By sharing our knowledge and expertise with municipalities, we collaborate to create a more efficient and effective property assessment system that meets the evolving needs of communities now and in the future.

Maintaining an accurate inventory is not just about preparing for the next cycle—it's about building a foundation for long-term success and growth, ultimately ensuring fairness and transparency for everyone.



2024 work at a glance

Here's a look at some of our activities this year:



\$42.7 billion

new assessment added to municipal rolls



5.7 million

total properties in Ontario inventory



\$3.2 trillion

total property value in Ontario



627,000

Property Assessment Notices mailed



284,033

property inspections



423,383

sales transactions processed



18,959

severances and consolidations processed



191,310

building permits processed



12,453

Requests for Reconsideration closed



6,449

appeals closed

All stats are as of October 25, 2024.



“Our commitment remains steadfast as we manage a database of nearly 5.7 million properties across Ontario, valued at more than \$3 trillion, every single day. We stay closely attuned to Ontario’s property market by tracking things like building activity and monitoring sales transactions, ensuring we provide the most accurate and relevant data to support our partners.”

CARMELO LIPSI

Vice-President and Chief Operating Officer, MPAC





Creating value for municipalities and property owners

By understanding the unique needs and challenges municipalities and property owners face, we focused on providing tailored solutions that ensure value and positive impact in a changing property landscape.

Strengthening Municipal Partnerships

We worked closely with our municipal partners, providing them with tools, resources, and expertise to tackle local challenges and seize opportunities. Whether sharing best practices or speaking at council meetings, our goal has been to help our partners make a positive difference in their communities.

Here are some highlights:

- Connected with municipal representatives and our other partners at key conferences, which provided valuable opportunities to discuss challenges, share insights, and explore new opportunities for collaboration.
- Added new toolkits and shareable content to our [Municipal Resource Page](#) to help municipalities answer questions from property owners.
- Shared important updates in our municipal newsletter, [InTouch](#), and hosted webinars on critical topics.
- Presented tailored workshops to help municipal staff navigate [Municipal Connect](#). Our Municipal Connect Coffee Chats and Learning Sessions attracted participants from a variety of departments, including Finance, Planning, Building, Emergency Services and Clerks.

“I thoroughly enjoyed presenting to our municipal partners about how we ensure the security of MPAC data. Sharing our best practices to help our partners protect their data is another way we provide our expertise and offer value. It’s inspiring to see our collaborative efforts in action, and I look forward to our next opportunity to connect!”

MIRZA BAIG

Director, Cyber Security, MPAC



Partnership Spotlight

“MPAC coffee sessions have proven to be an informative and effective tool for our staff. The brief duration makes it easy to fit into busy schedules, while offering valuable insights that help keep everyone’s knowledge up to date. These sessions are especially beneficial for new team members, providing them with a clear understanding of MPAC’s function.”

PAOLA ROMANO

Manager, Property Taxation and Assessment,
City of Toronto

We’ve been engaged!

52

webinars +
workshops

1,865

municipal
engagements +
council meetings

3,036

webinars +
workshop
attendees

4,769

visited our
municipal
contact page

↑ 187% as compared
to 2023

1,334

checked out
our municipal
resources!

↑ 118% as compared
to 2023

11,000+

InTouch
readers

AMO | Ottawa



MFOA | Muskoka



Thunder Bay



NOMA | Thunder Bay



AMCTO | Blue Mountains

AFMO | Clarence-Rockland



Clarence-Rockland

Ottawa

Sudbury

- Muskoka-Parry Sound
- Orillia
- Huntsville
- Lindsay
- Blue Mountains
- East Gwillimbury
- Toronto
- Niagara-on-the-Lake



ROMA | Toronto



OBOA | London

Chatham-Kent



OMAA | Niagara-on-the-Lake

Ontario in focus

Our Municipal and Stakeholder Relations team participated in **19 conferences and events**, and visited over **300 cities** across Ontario to engage with our partners!

Check out some [additional photos](#) of where we've been!



The property owner experience

Our commitment to prioritizing property owners and understanding their needs is shown in everything we do. From exploring ways to enhance their experience through valuable resources to providing exceptional service through our Customer Contact Centre, we want property owners to feel valued and heard.

One way we accomplished this was by partnering with municipalities to guide property owners through the assessment and taxation system, crucial for managing their largest asset. This collaboration not only enhanced community understanding but also supported property owners to make more informed decisions.

We also focused on improving the property owner journey by enhancing AboutMyProperty™ (AMP), a free online tool that provides homeowners with valuable insights, and access to assessment details, neighborhood sales data, and guidance on addressing concerns through the Request for Reconsideration process. This year's enhancements include:

- A self-serve option for updating mailing addresses, making it easier for homeowners to manage their contact information.
- The Property Pulse Dashboard, a new tool that supports homeowners in making informed decisions about their residential properties by providing them with the latest residential sales data.

In addition, updates were made to the [First-time Homeowners' Hub](#), a resource for new property owners that offers easy-to-understand guidance on Ontario's property assessment and taxation system.



Connecting with our Customer Contact Centre



94% Overall satisfaction with MPAC's customer service.

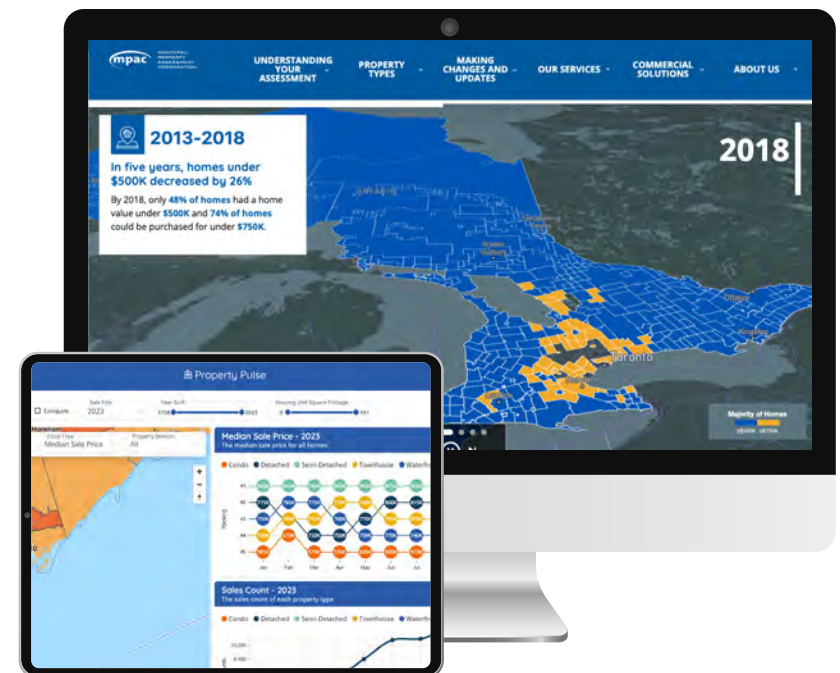
Top 3 customer interactions

- #1 Questions about **assessed value** and how it was derived.
- #2 **Access and registration information** for AboutMyProperty.
- #3 Callbacks from customers responding to a **data collection notice** or **leave-behind door hanger**.



Through the new Property Insights [Housing Inventory Map](#), we released data that showed how Ontario's residential property landscape has continued to evolve within communities across the province over the last decade.

To ensure that property owners receive the assistance they need, our dedicated customer service team continued offering guidance and addressing concerns daily, providing expert advice on property-related matters and helping residents navigate the property landscape.



“We recognize the importance of the property owner journey in helping homeowners understand how property assessment and taxation contribute to building our communities. That’s why we are committed to supporting property owners at every stage, providing the resources and guidance they need to feel confident and informed. Whether it’s understanding their property value or accessing available resources, we’re here to make the process as clear and straightforward as possible.”

INGRID BAXTER

Director, Valuation Experience, MPAC



Using data and innovation to create effective solutions

As we reimagine our products and services, we're committed to leveraging new and innovative ways to deliver even greater value to our partners and help them stay ahead.

Leveraging MPAC data

Our property data can unlock powerful insights and drive innovation, guiding strategies and decisions and adding value for municipalities and Ontarians. Our work throughout the year to monitor and update Ontario's property inventory generates extensive property data—over 1 billion data points! Our partners have the power to leverage this data to ensure that they remain responsive, adaptive, and ready for a rapidly changing environment.



Barrie, Ontario

Ottawa, Ontario



Partnership Spotlight

“Access to data is essential for enhancing our energy programs in the City of Ottawa. It empowers us to make informed decisions, identify opportunities for improvement, and effectively allocate resources. With accurate data at our fingertips, we can implement energy initiatives that truly benefit our community and drive sustainable progress.”

KRISTA O'BRIEN

Program Manager, City of Ottawa

This year, with help from municipalities, taxpayers, and the Association of Municipalities of Ontario (AMO), we launched MPAC's Data Strategy, a foundation for sharing our data and information to create value, utility, and public good for our partners. Whether leveraging our data to determine community programs or using our Automated Valuation Model to access real-time values to help administer funding initiatives, you can read more about how our partners are using MPAC data to shape their strategic activities on our new [Data Strategy](#) page on mpac.ca.

99 per cent of municipalities have signed the Data Sharing and Services Agreement (DSSA), which helps streamline and simplify previous agreements with our partners.

Throughout the year, we sought opportunities to share valuable property insights and market trends with our partners. By leveraging data analytics and research, our goal is to continue to provide clear, timely information that helps property owners and municipalities make informed decisions.

We also recognize how important data security is to everyone. Achieving recertifications for ISO/IEC 27001 and ISO/IEC 27017 for the fifth year in a row demonstrates our commitment to following best practices and globally recognized standards in information security.

Reimagining products and services

We are continuously reimagining our products and services to better meet the evolving needs of municipalities and the communities they serve. By exploring new technologies and refining our offerings, we have introduced enhanced features and solutions to improve efficiency and the user experience. This ongoing evolution reflects our dedication to staying ahead of the curve and delivering value through innovative and effective products and services.

This year, we launched two new products in Municipal Connect: the **Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)-compliant notification list** and the **MPAC Data Report**. Whether exporting a mailing list that complies with the MFIPPA legislation or accessing a more comprehensive inventory of MPAC's latest property-specific information each month, these new products offer municipalities current information vital to their proactive planning.



We implemented several key changes to the Tax Incentive Approvals (TIA) process, aimed at increasing roll stability, improving accuracy in growth projections, and significantly reducing administrative tasks. This streamlined approach better aligns our goals with those of our partners.

Additionally, we undertook the following initiatives aimed at strengthening communication, clarifying key updates, and ensuring ongoing support:

- Improved consistency in municipal tax application responses: We revised our procedures to ensure that MPAC provides clear, concise, and objective information across the organization, and that municipalities receive consistent and reliable data.
- Kept partners informed about two new subclasses: the industrial subclass for eligible land used for aggregate extraction, such as gravel pits, and the optional new multi-residential property (municipal reduction) subclass.

We remain committed to working closely with our partners to ensure they are fully informed of these changes and supported throughout the transition process.



Partnership Spotlight

“I’m really impressed with the improved and streamlined process for Tax Incentive Approvals. It’s made everything so much easier and more efficient. This enhancement not only saves us all time but also allows us to focus more on what truly matters—serving our residents better.”

REBECCA CLOTHIER

Director of Financial Services/Treasurer,
Municipality of Lambton Shores



Looking ahead

As we move forward, we are dedicated to strengthening our collaborations, deepening community connections, and supporting municipalities with innovative, data-driven strategies and products. Our commitment to excellence drives us to embrace technological advancements that enhance our services and streamline operations. We are investing in cutting-edge solutions that provide meaningful insights, improve efficiency, and create seamless experiences for our partners.

Sudbury, Ontario

“Strengthening our relationships with municipal partners has been a key focus for us, and reflecting on our journey together has provided valuable insights. Looking ahead, we remain fully committed to enhancing collaboration and delivering innovative solutions to help municipalities. The work we’re doing now is setting the stage for a brighter, more prosperous future.”

MARY DAWSON-COLE

Director, Municipal and Stakeholder Relations, MPAC



As we finalize our 2025-2028 Strategic Plan, our goal is to establish a clear vision centered on enhancing the experiences of our municipal partners, property owners, and clients. We’ll do this by optimizing our digital platforms, like our corporate website mpac.ca, [AboutMyProperty™](#) and [Municipal Connect](#), to provide more seamless access and better user experiences. The plan also focuses on building stronger partnerships and delivering reliable services, including maintaining an accurate Assessment Roll and helping you leverage our property data effectively.

We are committed to operational preparedness for the next reassessment, investing in secure systems that can adapt to technological advancements and evolving needs. Our workforce plans will emphasize adaptability and innovation while ensuring updated assessments and improved information exchange with our municipal partners.

Together, we will navigate the challenges and opportunities ahead.

Connect with us!



Subscribe to our municipal e-newsletter, [InTouch](#).



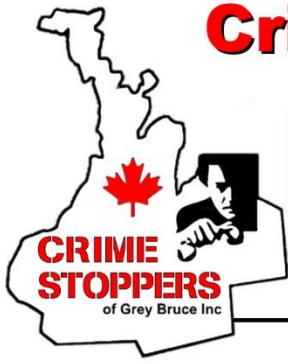
Join our [webinars](#) to hear about provincial issues and trends. Watch your email for registration details.



Need help? Reach out to a member of your [Municipal and Stakeholder Relations team](#).



Accessible formats and communication supports are available upon request.



Crime Stoppers of Grey Bruce Inc.⁶⁹

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

1-800-222-TIPS (8477)
 Submit a Secure Web-Tip at cstip.ca or get the P3 Tips Mobile App



Phone: 519 371-6078
 eMail: crimestopgb@bmts.com

Fax: 519 371-1275
 Web: crimestop-gb.org

Program Coordinator's Report
OCTOBER 1 TO DECEMBER 31, 2024 – Q4
Drew Kalte

DISTRIBUTION

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

- South Bruce OPP Detachment Police Services Board
- Grey Bruce OPP Detachment Police Services Board
- Saugeen Shores Police Services Board
- Owen Sound Police Services Board
- Hanover Police Services Board
- Blue Mountains OPP Detachment Police Services Board
- West Grey Police Services Board
- Grey Bruce Crime Prevention Action Table
- Saugeen First Nation
- Neyaashiinigmiing First Nation
- Grey Bruce Health Unit
- County of Grey
- County of Bruce

TIP STATISTICS FOR OCTOBER 1 TO DECEMBER 31, 2024

- Total Tips (Phone, Web, and Mobile, including follow ups): 895
- New Tips (Phone, Web, and Mobile): 153

Tips Allocated: 175 (22 tips were allocated to multiple recipients)

- Grey Bruce OPP: 58 (33%)
- South Bruce OPP: 27 (15%)
- The Blue Mountains OPP: 1 (0.5%)
- Owen Sound Police Service: 41 (23.5%)
- Hanover Police Service: 14 (8%)
- Saugeen Shores Police Service: 15 (8.5%)
- West Grey Police Service: 7 (4%)
- Neyaashiinigmiing First Nation Police: 1 (0.5%)
- Ontario MNRF: 3 (1.5%)
- Ontario MOF (contraband tobacco): 1 (0.5%)
- Ontario MECP (environment, conservation, parks): 1 (0.5%)
- OPP Contraband Tobacco Enforcement: 1 (0.5%)
- MTO Safety Inspection and Enforcement: 0 (0%)
- OPP AGCO Investigations: 2 (1%)
- OPP Anti Human Trafficking Coordination Unit: 3 (1.5%)
- RCMP: 0 (0%)
- CBSA: 0 (0%)
- Équité Association (insurance fraud): 0 (0%)
- Animal Welfare Authorities: 3 (1.5%)
- OMVIC Investigations & Enforcement: 0 (0%)
- Grey Bruce Health Unit: 0 (0%)

Crime Stoppers of Grey Bruce Statistics Since Inception May 1987	
Tip Reports	19,340
Arrests	1,795
Charges	2,584
Cases Cleared	2,761
Property Recovered	\$4,906,216
Narcotics Recovered	\$50,861,777
Rewards Approved	\$290,235

Tip Totals Year to Date

- 153 new tips have been received during the fourth quarter of 2024, which is behind the fourth quarter of 2023 by 14 tips.
- A total of 703 Tips were received in 2024.
- We developed a restructuring plan to be implemented in 2025 that will allow our program to continue to operate while remaining sustainable into the future. We will continue to seek support from the Police Services Boards and Municipalities of Grey and Bruce as well as from businesses, service clubs, and the public. More information will be provided to our police partners in the coming weeks.

MEDIA

- LITE 99.3, Bayshore Broadcasting, Bounce Radio 92.3, Blackburn Radio (Cool 94.5 & 101.7 The One), Shoreline Classics, and Bluewater Radio continue to receive Crime of the Week segments that are sent out from our office on a weekly basis.
- Crime of the Week columns are forwarded to the Bruce County Marketplace magazine.
- Crimes of the Week are being forwarded to the Saugeen Times online news, as well as Eastlink TV.
- We opened an Instagram account in December 2024, in addition to our existing Facebook account.

FUNDRAISING

- Nevada ticket revenues are declining but continue to assist in funding eligible expenses.
- We launched our Corporate Membership Program in November 2024 which allows businesses to offer support by purchasing an annual membership. Corporate membership levels are available at Silver (\$1,000), Gold (\$2,500), and Platinum (\$5,000).
- The Southampton Rotary Club donated \$250 to our program this quarter.
- Long-time Crime Stoppers supporter, past board member, current volunteer, and retired auctioneer Len Metcalfe of Mildmay stepped forward to raise funds for our program and this quarter was able to raise just over \$5,600.
- Long-time Crime Stoppers supporter, former board member, and current volunteer Jack MacLeod of Hanover donated \$500.
- We received \$500 in donations from community members this quarter.
- We requested to be added to the charity donation list at Gateway Casinos in Hanover.
- We filed an application for the Bruce Power Community Investment Fund.
- We submitted a charity proposal for the Tim Hortons Smile Cookie program.

EVENTS AND PROMOTIONS

- We participated in the Meaford Scarecrow Invasion Parade on October 4th.
- We participated in the Human Trafficking education night on November 6th hosted by Port Elgin Faith Lutheran Church; the Chippewas of Nawash Unceded First Nation Human & Drug Trafficking education night on November 13th; and the Saugeen First Nation Human & Drug Trafficking education night on November 14th, all in conjunction with the Grey Bruce Crime Prevention Action Table.
- We participated in the Owen Sound Santa Claus parade on November 16th, the Mildmay Hanging of the Green parade on November 29th, and the Port Elgin Santa Claus Parade on November 30th.

CRIME STOPPERS BOARD

- We currently have five members on our Board of Directors after one departure. We are continuing to recruit new members to the Board and are seeking specific skill sets, such as a Treasurer and people with fundraising experience.

UPCOMING EVENTS

- We will be presenting to the Lucknow Kinsmen on January 8th and the Southampton Rotary Club on March 5th.



Recognize clean energy leadership: nominate today!

Hosted by the Nuclear Innovation Institute (NII), the Clean Energy Frontier Program Awards celebrate the achievements and dedication of individuals, organizations, and initiatives driving clean energy innovation, economic growth, and community engagement in our region.

If you know someone whose work deserves recognition, we encourage you to submit a nomination. This is your chance to help highlight the incredible contributions shaping the future of clean energy in our communities.

The awards:

[Paulette Peirol Memorial Award for Excellence in Economic Development](#)

This award recognizes an economic development professional or team that has shown a profound commitment to the region's clean energy sector. The recipient will have demonstrated excellence through initiatives that promote regional economic growth, foster innovation, and advance sustainability in the clean energy industry.

[Emerging Leader in Clean Energy and Innovation Award](#)

This award is dedicated to a young leader under the age of 40 who has shown exceptional leadership in driving clean energy initiatives within their community. This emerging leader exemplifies dedication to the clean energy sector through impactful projects, advocacy, and community engagement.

[Community Clean Energy Champion Award](#)

This award celebrates a local business, not-for-profit organization, or association that has shown outstanding leadership by fostering partnerships, engaging the community, and advocating for regional clean energy advancement. The recipient will have demonstrated a commitment to collaboration, awareness-building, and innovative projects that strengthen the regional clean energy ecosystem.

How to nominate:

- Visit nii.ca/clean-energy-frontier to access the nomination form.
- **Deadline:** nominations close on January 24, 2025.

Help spread the word:

We'd also appreciate your help in sharing this opportunity with your networks. Please consider sharing NII's social media posts about the awards to help us reach more potential nominees:

- [On LinkedIn](#)
- [On Facebook](#)

Thank you for helping us shine a spotlight on the leaders shaping our clean energy future!

Ontario Land Tribunal
Tribunal ontarien de l'aménagement
du territoire



ISSUE DATE: January 14, 2025

CASE NO(S): OLT-24-000068

PROCEEDING COMMENCED UNDER subsection 34(11) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended

Applicant/Appellant:	Tyler Becker
Subject:	Application to amend the Zoning By-law – Refusal of application
Description:	To permit the development of a 5-unit cluster townhouse
Reference Number:	Z-2023-059
Property Address:	88 5th Avenue SW
Municipality/UT:	Arran-Elderslie/Bruce
OLT Case No:	OLT-24-000068
OLT Lead Case No:	OLT-24-000068
OLT Case Name:	Becker vs Arran-Elderslie (Municipality)

Heard: Written Hearing

APPEARANCES:

Parties

Counsel/Representative*

Tyler Becker

Colin Léger

Municipality of Arran-Elderslie

Kevin Thompson

DECISION DELIVERED BY STEVEN COOKE AND ORDER OF THE TRIBUNAL

[1] The matter before the Tribunal was a written hearing pertaining to the settlement between the Municipality of Arran-Elderslie (“Municipality”) and Tyler Becker (“Applicant”). The appeals before the Tribunal to consider are an application to amend a

Zoning By-law (“ZBA”) pursuant to s. 34(11) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended.

[2] The Tribunal received an affidavit from Genevieve Scott, who is an expert in land-use planning. No other expert evidence was submitted by the parties involved. In her affidavit, Ms. Scott explains how the proposed settlement modifies setbacks and establishes conditions that would permit the development of 11 dwellings at the property municipally described as 88 5th Avenue SW in the Municipality (“the subject site”).

[3] The Tribunal has considered and accepted the expert opinion evidence in the Applicant’s witness affidavit, which has also been endorsed by the Municipality in support of this settlement.

[4] The Tribunal is persuaded by the written evidence that the proposal encourages efficient land development, increases activity within the settlement area, and enhances the range of housing options available. This is especially important as it provides more housing options for seniors, which is a priority for the Municipality.

[5] The Tribunal finds that the proposed settlement aligns with the policy direction set by the Provincial Policy Statement and conforms to the relevant directives established by the Official Plan. Furthermore, the Tribunal is satisfied that the proposed settlement adequately considers matters of provincial interest, adheres to the principles of effective land-use planning, and serves the greater public interest. More importantly, this proposal supports the goals and objectives of the provincial planning framework aimed at increasing housing opportunities.

ORDER

[6] **THE TRIBUNAL ORDERS THAT** the appeal is allowed and By-law No. 36-09 is hereby amended as set out in Attachment 1 to this Order. The Tribunal authorizes the municipal clerk of the Municipality of Arran-Elderslie to assign a number to this By-law for record-keeping purposes.

[7] The Tribunal may be spoken to should any issues arise from this order.

“Steven Cooke”

STEVEN COOKE
VICE-CHAIR

Ontario Land Tribunal

Website: olt.gov.on.ca Telephone: 416-212-6349 Toll Free: 1-866-448-2248

The Conservation Review Board, the Environmental Review Tribunal, the Local Planning Appeal Tribunal and the Mining and Lands Tribunal are amalgamated and continued as the Ontario Land Tribunal (“Tribunal”). Any reference to the preceding tribunals or the former Ontario Municipal Board is deemed to be a reference to the Tribunal.

Attachment 1

SCHEDULE 1

BY-LAW No. _____ - 2024

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

BY-LAW NO. ____ - 2024

BEING A BY-LAW TO AMEND BY-LAW NO. 36-09, AS AMENDED,
BEING THE COMPREHENSIVE ZONING BY-LAW OF THE
MUNICIPALITY OF ARRAN-ELDERSLIE
RE: LOT 79 & PT. LOT 80, REGISTERED PLAN 132,
88 5th AVENUE SOUTHWEST, CHESLEY,
MUNICIPALITY OF 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, is hereby further amended by changing thereon from R3-3 ZONE to R3-____-2024 ZONE on 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 10.7 thereof:

'R3-____-2024'

Notwithstanding the Residential - Medium Density (R3) Zone, those lands delineated as R3-____-2024 on Schedule 'A' to this by-law shall be used in compliance with the 'R3' zone provisions, excepting however:

- i. The Northerly and Westerly lot line setbacks shall be 0.3 metres (m) for any retaining wall over 1m in height.
 - ii. The Southerly and Westerly lot line setbacks shall be 3.0m for any townhouse structure.
 - iii. The Minimum Gross Floor Area per townhouse unit shall be 75m².
 - iv. The maximum number of main buildings on the lot shall be two.
3. THAT for the purposes of this by-law, a townhouse dwelling shall be defined as a residential dwelling divided vertically into three or more residential dwelling units, each dwelling unit having an independent front entrance for each dwelling unit.
 4. THAT uses existing at the time of passage of this by-law shall be deemed to comply with the provisions of this by-law.

5. THAT all other provisions, unless specifically modified/amended by this Section, continue to apply to the subject lands.
6. THAT this By-law comes into force and takes effect with the issuance of the Decision of the Ontario Land Tribunal dated _____ in OLT Case No. OLT-24-000068.

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

BY-LAW NO. ____ - 2024

BEING A BY-LAW TO AMEND BY-LAW NO. 36-09, AS AMENDED,
BEING THE COMPREHENSIVE ZONING BY-LAW OF THE
MUNICIPALITY OF ARRAN-ELDERSLIE
RE: LOT 79 & PT. LOT 80, REGISTERED PLAN 132,
88 5th AVENUE SOUTHWEST, CHESLEY,
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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, is hereby further amended by changing thereon from R3-3 ZONE to R3-____-2024 ZONE on 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 10.7 thereof:

‘R3-____-2024’

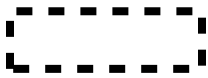
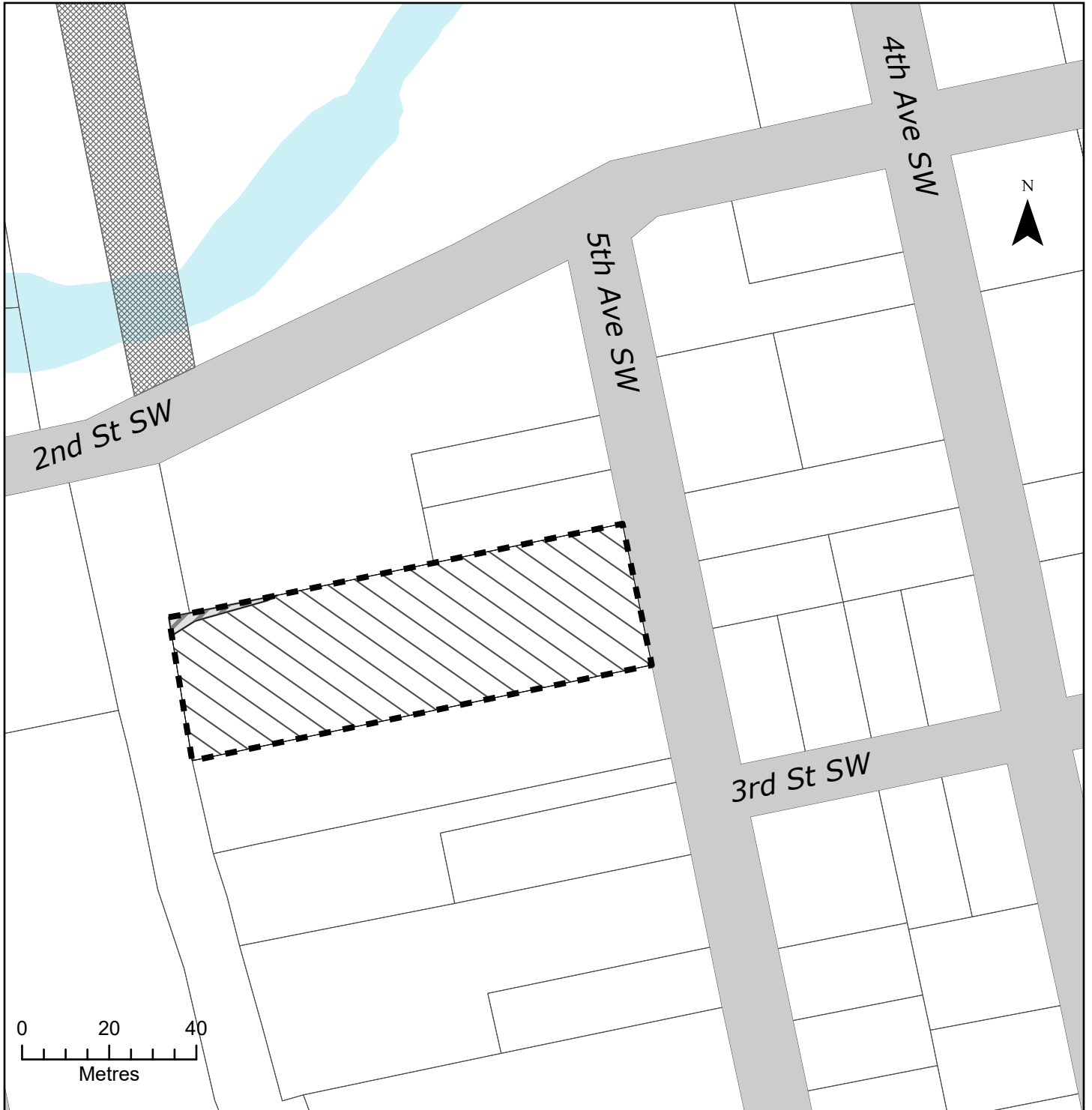
Notwithstanding the Residential - Medium Density (R3) Zone, those lands delineated as R3-____-2024 on Schedule ‘A’ to this by-law shall be used in compliance with the ‘R3’ zone provisions, excepting however:

- i. The Northerly and Westerly lot line setbacks shall be 0.3 metres (m) for any retaining wall over 1m in height.
 - ii. The Southerly and Westerly lot line setbacks shall be 3.0m for any townhouse structure.
 - iii. The Minimum Gross Floor Area per townhouse unit shall be 75m².
 - iv. The maximum number of main buildings on the lot shall be two.
3. THAT for the purposes of this by-law, a townhouse dwelling shall be defined as a residential dwelling divided vertically into three or more residential dwelling units, each dwelling unit having an independent front entrance for each dwelling unit.
 4. THAT uses existing at the time of passage of this by-law shall be deemed to comply with the provisions of this by-law.
 5. THAT all other provisions, unless specifically modified/amended by this Section, continue to apply to the subject lands.

6. THAT this By-law comes into force and takes effect with the issuance of the Decision of the Ontario Land Tribunal dated _____ in OLT Case No. OLT-24-000068.

Schedule 'A'

88 5TH AVE SW - PLAN 132 LOT 179 PT LOT 180 - Roll 410339000310600
Municipality of Arran-Elderslie (Chesley Town)



Subject Property



Lands to be zoned R3-xx-2023 - Residential Med Density



Lands zoned EP - Environmental Protection

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

Mayor _____

Clerk _____

**Bruce Area Solid Waste Recycling
2025 Operating Budget**

Revenue	2025 budget
Commodity Revenue (Past Pricing)	
News Mix Revenue \$100/MT	40,246.43
Steel Revenue \$200/T	40,521.60
Aluminum Revenue \$0.92/LB	242,571.80
Mixed Glass Revenue \$5/T	3,182.10
HDPE Revenue \$160/MT	20,260.46
PET Revenue \$200/MT	78,326.92
OCC Revenue \$109/MT	146,207.75
MRP Revenue \$50/MT	4,117.03
Boxboard Revenue \$10/MT	4,167.80
Total Commodity Revenue	\$ 579,601.90
Municipal & Contract Revenue	
Members Operating (pro rated)	
OCC Collection - member	191,589.24
Stewardship Ontario Funding	1,276,563.00
Municipal Tender Revenue	836,117.38
Non-Member Tender Revenue	3,500.00
Total Municipal & Contract Revenue	\$ 2,307,769.62

Miscellaneous Revenue	
Interest Income	24,954.03
Carts/Blue Boxes	14,920.91
Stickers for Containers	-
Total Miscellaneous Revenue	\$ 39,874.94
Total Revenue	\$ 2,927,246.46

Expenses	
Wages	2,204,982.84
Baling Wire	40,000.00
Baler Maintenance	14,452.88
Skid Steer Main/Fuel	44,151.05
Landfill Tip Fees	26,812.56
Misc Parts for Plant/processing	23,191.03
Total Processing Equipment	148,607.52
Fuel	455,904.83
Vehicle Service	851,550.00
Tires	21,717.53
Misc Parts for Vehicles	-
Tow Truck Expense	8,391.85
Vehicle License & Reg'n Expense	38,256.34
Radio Licence & Repeater Expense	6,783.32
Total Mobile Equipment	1,382,603.85
Materials & Supplies	1,482.85
Printing (letterhead etc) Expense	1,419.67
Photocopier Maintenance Expense	1,768.54

Expenses	2025 budget
Paper Supplies Expense	1,771.01
Computer Main&Supplies Expense	5,894.66
Total Office & Admin	12,336.73
Safety Vest & T-shirt Expense	-
Fire Extinguisher Expense	1,048.28
Safety Glasses Expense	150.00
Safety Glove Expense	3,971.37
Workboot Allowance Expense	6,800.00
Occupation Health & Safety Exp	4,250.00
Coveralls Expense	8,000.00
Rainsuit Expense	-
Total Uniforms & Safety Expense	24,219.65
Material Transport Expense	41,614.32
Land Rental	-
Program Chg/Recy. Reminders Exp	25,000.00
Hydro Utility Expense	39,565.07
BMI Internet Expense	2,326.19
Bell Telephone Expense	3,901.52
Postage/Courier Expense	625.00
Snow Removal/Grass Cutting Exp	5,037.43
Professional Cleaning Expense	5,850.00
Safety & Security System	582.10
Business Taxes Expense	41,948.47
Accounting & Consulting Fees	40,341.49
Legal Fees Expense	5,000.00
Mileage Expense	-
Membership&Subscription Expense	2,082.33
Bank Charges Expense	3,279.64
Goodwill/Promotion Expense	5,900.00
Accommodations & Meals Expense	-
Courses/Workshop Expense	1,000.00
Insurance Expense	217,107.00
Amortization of Assets	219,969.96
ICI Bin Purchase Expense	30,000.00
Recycle Bin Collection Expense	67,950.00
Equipment Rental Expense	2,248.87
Stickers Misc Expense	1,494.44
Total Expenses	\$ 4,535,574.43

Budgeted Net Income (loss)	\$ (1,608,327.96)
Add back amortization	219,969.96
Transfer from CAPITAL RESERVES	
NET TO BE RAISED FROM MEMBERS	\$ 1,388,358.00

Cost per Member Household	\$ 39.48
----------------------------------	-----------------

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

Present: Larry Allison, Ryan Nickason, Mark Ireland, Chris Peabody, Paul Deacon, Vince Cascone, Karrie Drury

Absent: Mike Myatt, Jennifer Pranger

Item 1: No Pecuniary Interests were declared.

Item 2: Moved by Ryan Nickason Seconded by Paul Deacon

That we approve the minutes of the June 27 regular meeting and the July 9 special meeting as distributed.

Carried

Item 3: Monthly Reports

June 2024

Moved by Larry Allison Seconded by Mark Ireland

That we have reviewed cheque numbers 18195 to 18245 totalling \$134,654.40

Carried.

Vince reported that the commodity revenues for June were very good.

and there were consulting and legal fees incurred for the preparation of the Blue Box Collection RFP.

June 2024 monthly income totalled \$65,236.67

June 2024 year to date income totalled \$381,271.70 compared to the 2023 year to date loss of \$291,037.00

July 2024

Moved by Ryan Nickason Seconded by Paul Deacon

That we have reviewed cheque numbers 18246-18295 totalling \$198,601.64.

Carried.

Vince reported that the commodity revenues for July were very good, lower vehicle maintenance than usual 3 pay periods in the month which resulted in a loss for the month.

July 2024 monthly loss totalled \$2,192.88

July 2024 year to date income totalled \$379,078.82 compared to the 2023 year to date loss of \$291,037.00

August 2024

Moved by Mark Ireland Seconded by Paul Deacon

That we have reviewed cheque numbers 18296 to 18333 totalling \$186,806.25.

Carried.

Vince reported that the commodity revenues for August were very good with lower Vehicle Maintenance

August 2024 monthly income totalled \$35,735.37.

August 2024 year to date income totalled \$414,607.09 compared to the 2023 year to date loss of \$381,003.51.

September 2024

Moved by Larry Allison Seconded by Ryan Nickason

That we have reviewed cheque numbers 18334 to 18369 totalling \$215,024.22.

Carried.

Vince reported that the commodity revenues for September were lower while Vehicle Maintenance was higher

September 2024 monthly income totalled \$61,097.22.

September 2024 year to date income totalled \$475,704.31 compared to the 2023 year to date loss of \$440,820.34.

October 2024

Moved by Mark Ireland

Seconded by Ryan Nickason

That we have reviewed cheque numbers 18370 to 18408 totalling \$294,634.40.

Carried.

Vince reported that the commodity revenues for October were very good with high Vehicle Maintenance as well as annual payments for tax in lieu and vehicle licensing.

October 2024 monthly net loss totalled \$38,992.54.

October 2024 year to date income totalled \$436,712.78 compared to the 2023 year to date loss of \$452,275.57.

Item 4: Other Business

Vince noted that two garbage trucks have been located totalling \$100,000 each; the capital has one garbage truck but since we have not spent all of our capital budget and garbage trucks are very difficult to find we will be purchasing both while remaining under budget on total capital spent for 2024

Vince reported that there has not been any information received regarding the contract with Waste Management but he has a meeting with them on Nov 21.

Moved by Paul Deacon

Seconded by Ryan Nickason

That we adjourn to meet again January 15, 2025 at 9 am via Zoom.

Carried.

Chairperson

Secretary/Treasurer

Bruce Area Solid Waste Recycling

Board of Management, Regular

#84 2024

November 26, 2024

Present: Larry Allison, Ryan Nickason, Mark Ireland, Paul Deacon, Vince Cascone, Karrie Drury

Absent: Chris Peabody Jennifer Pranger

Item 1: No Pecuniary Interests were declared.

Item 2: Moved by Mike Myatt
That we go in camera at 9 am

Seconded by Mark Ireland

Carried

Moved by Mike Myatt
That we adjourn in camera session at 9:37 am

Seconded by Mark Ireland

Carried

Moved by Mike Myatt
That we adjourn to meet again Jan 15, 2025 at 9 am via Zoom

Seconded by Mark Ireland

Carried

Chairperson

Secretary/Treasurer

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Wednesday, December 11, 2024, 10:00 a.m.

Boardroom, 603 Bruce Rd 19, Walkerton, ON & via Zoom

Board Members Present: Ed McGugan, Councillor, Huron-Kinloss, Chair
 Doug Townsend, Councillor, West Grey, Vice Chair
 Warren Dickert, Deputy Mayor, Hanover, Past Chair
 Cheryl Grace, Councillor, Saugeen Shores
 John Divinski, Councillor, Saugeen Shores
 Kym Hutcheon, Deputy Mayor, Brockton
 Scott Mackey, Mayor, Chatsworth
 Mike Hinchberger, Councillor, Kincardine (via Zoom)

Others Present: Stephan Labelle, SMART Manager

Absent members: Joel Loughead, Councillor, Grey Highlands
 Jennifer Shaw, Deputy Mayor, Arran-Elderslie
 Monica Singh-Soares, Councillor, Southgate

1. Call to Order

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

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

None declared.

3. Approval of the Agenda

Motion Moved by Cheryl Grace; Seconded by Kym Hutcheon
 That the agenda be accepted as presented.

Carried

4. Minutes of Previous Meeting – November 15, 2024

Motion Moved by Warren Dickert; Seconded by Doug Townsend
 That the minutes from November 15, 2024 be accepted as circulated.

Carried

5. Minutes of Previous Meeting – November 22, 2024

Motion Moved by Scott Mackey; Seconded by Cheryl Grace
 That the minutes from November 22, 2024 be accepted as circulated.

Carried

6. Delegation – none

7. Business Arising from the Minutes

A. Chatsworth Pilot Project

The Chair mentioned that the report on the Chatsworth Project was in the meeting package and invited any questions. Scott Mackey said that he had not heard of any complaints related to the fee increase related to this pilot project. He added that some of the reduction in clients may be related to the closure of the Long-Term Care Home in Chatsworth. Kym Hutcheon asked about expanding this pilot project to other municipalities. The Manager responded that he would present options to the municipalities within the next two months.

Motion Moved by Warren Dickert; Seconded by Mike Hinchberger
 That information related to the Chatsworth Pilot Project be received for information.

Carried

8. Correspondence - none**9. New Business****A. Accessibility Advisory Committee (AAC) meeting Kincardine**

The Chair explained that he had met with the AAC, where the committee inquired about Saugeen Mobility's new proposal for an accessible van and driver. He noted that the Kincardine Deputy Mayor clarified the appropriate procedure for handling correspondence, emphasizing that it is standard practice for the Council to receive such communications. Currently, the proposal is under review by the Kincardine Council.

10. Reports and Recommendations**A. Report on November 2024 operations**

The Manager discussed the report, and Kym Hutcheon noted that, while there has been a decrease in rides, it will be important to monitor future reports to determine whether this decline develops into a consistent trend.

Motion Moved by Cheryl Grace; Seconded by Doug Townsend

That the Report on November 2024 Operations be accepted as presented.

Carried

11. Adjournment & Upcoming Meeting Dates**Upcoming Meeting Dates**

Friday, January 17, 2025, 10:00 a.m.

Motion Moved by Mike Hinchberger; Seconded by Warren Dickert

That the Board of Directors of SMART adjourn at 10:36 a.m.

Carried



Ed McGugan, Chair



Stephan Labelle, Recording Secretary



January 21, 2025

**Re: Notice of Project Update
Detail Design for the Rehabilitation or Replacement of Cashore Creek Culvert on Highway 21, County of Bruce, Municipality of Arran-Elderslie (GWP 3021-20-00)**

To Whom it May Concern,

The Ontario Ministry of Transportation (MTO) has retained Egis to carry out the Detail Design for the rehabilitation or replacement of the Cashore Creek Culvert on Highway 21 in the County of Bruce, Municipality of Arran-Elderslie. A key map showing the culvert (Site 02X-0480/C0) location is attached.

Work may also include, but not be limited to, pavement rehabilitation and drainage improvements. The rehabilitation and/or replacement works will be staged to ensure one (1) lane of traffic is maintained and will be controlled with temporary traffic signals. Signage will also be placed in advance notifying motorists.

Construction is anticipated to commence in 2026, subject to funding and approvals.

The project is exempt from the requirements of the *Class Environmental Assessment (Class EA) for Provincial Transportation Facilities and Municipal Expressways (2024)* and the *Environmental Assessment Act* in accordance with the provisions of Section 15.3 (1) and (2). Exemption from the Class EA does not exempt the Project Team from fulfilling the requirements of other legislation (e.g., obtaining permits and authorizations), directives, policy and protocols, and mitigating potential negative environmental impacts as appropriate. The Project Team will conduct project-specific consultation and undertake environmental investigations, including but not limited to natural sciences investigations, Stage 1-2 archaeological assessment, and designated substance surveys.

We encourage you to contact one of the following MTO or Egis project team members if you have any comments or questions regarding this project:

Laura Donaldson, P.Eng.
Project Manager
Egis
516 O'Connor Drive
Kingston, ON K7P 1N3
Tel: 343-344-2635 or
Email: Laura.Donaldson@egis-group.com

Theo Abiola, P. Eng
MTO Project Engineer
MTO Project Delivery West
659 Exeter Road
London, ON N6E 1L3
Tel: 226-577-6836
Email: Theo.Abiola@ontario.ca

We would appreciate receiving any comments or questions you may by **February 20, 2025**.





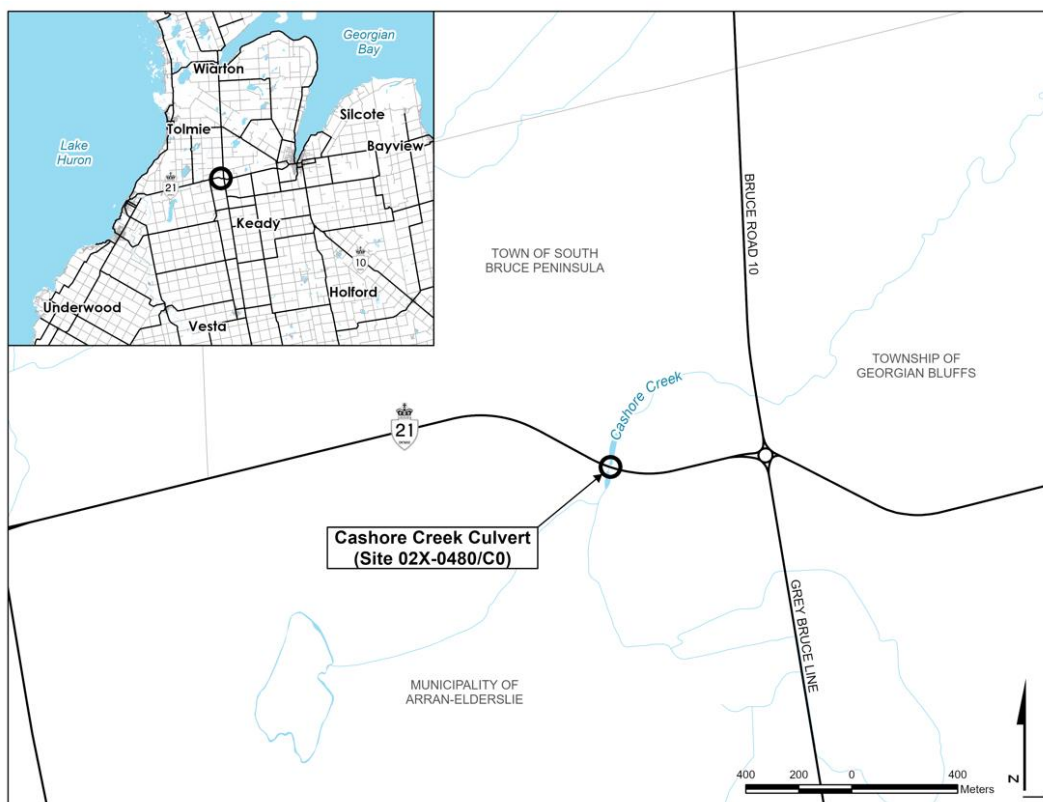
All information/comments received will be maintained on file for use during the study and may be included in the study documentation. With the exception of personal information, all comments will become part of the public record in accordance with the *Freedom of Information and Protection of Privacy Act*. If you have accessibility requirements in order to participate in this project, please contact one of the Project Team members listed above.

Sincerely,

Laura Donaldson, P.Eng.
Project Manager, Egis

Encl. Key Map

cc. Theo Abiola, MTO Project Manager
Lora Yurdakul, MTO Environmental Planner
Jennifer Cavanagh, Egis Environmental Planner



Key Map





Municipal Matters

GBPH's Biannual Newsletter for Municipalities

Issue 2 | January 2025

Sharps disposal resources available

DID YOU KNOW?

- Staff from Grey Bruce Public Health's Harm Reduction program can assist municipal officials in developing proposals/reports for council consideration in support of sharps disposal bins.
- The Harm Reduction team can also help municipalities to create sharps-related policies and procedures.
- GBPH's website includes training materials and other resources related to the safe handling and disposal of sharps.

SHARPS DISPOSAL

A sharp is any item with corners, edges, or projections capable of cutting or piercing the skin. Examples include needles and substance-use equipment.

Sharps may contain body fluids and/or hazardous substances and should be disposed of safely in biohazardous waste containers.

Such containers are puncture-resistant and designed specifically for used sharps.

For more information, visit GBPH's [Sharps Disposal webpage](#) or email the Harm Reduction team at harmreduction@publichealthgreybruce.on.ca.

Contact Public Health before opening

Owners of Personal Service Settings, such as tattoo parlours and nail salons, must contact GBPH before beginning operations

Grey Bruce Public Health encourages municipal officials to always advise prospective and new owners of personal service businesses that they must consult with Public Health before opening day.

This consultation is required by the Health Protection & Promotion Act and can prevent businesses from incurring additional costs and helps to safeguard the health of clients and customers.

PERSONAL SERVICE SETTINGS

Personal Services, such as spa treatments, nail services, tattooing, and piercing, among others, have been growing in variety and popularity.

Many of these services carry a potential risk of infection through possible exposure to blood or other body fluids if proper infection control practices are not in place. While this risk is quite evident in certain services – like tattooing or piercing, where needles are involved – any service with multi-use tools, surfaces, and equipment can pose a risk of transferring viruses, bacteria, and fungi between clients if improperly cleaned and disinfected.



Royalty-free image - Unsplash

CONTINUES ON NEXT PAGE

Personal services businesses (cont'd)

Any setting offering personal services to the public are subject to inspection to ensure compliance with the Personal Service Settings Regulation (O. Reg 136/18) of Ontario's Health Protection & Promotion Act. Like restaurants, these settings are inspected on a routine basis to ensure compliance with the regulation. Inspection activities are also triggered if/when a complaint is received.

NOTIFY PUBLIC HEALTH BEFORE OPENING

The owners of Personal Service Settings are required under the regulation to notify Public Health prior to commencing operation (O. Reg. 136/18, s. 3).

This step is often missed due to mixed business licencing processes across municipalities. This often results in the premises being identified by Public Health Inspectors after they've begun operation. Without prior consultation with Public Health, there is an increased chance of non-compliance with the PSS Regulation, which can lead to the operator incurring additional, unnecessary set-up costs in order to re-do their setup to meet requirements, and/or risk to clients due to improper practices.

Grey Bruce Public Health urges municipal partners to ensure business owners of personal service settings, including home-based settings, are aware of the requirement to consult with public health prior to opening, in order to catch any mistakes before they happen and to keep future clients within our communities safe.



March 16-22 [Canadian Agricultural Safety Week](#) – Canadian Agricultural Safety Association



May 15 [OSAID Day | OSAID: Ontario Students Against Impaired Driving](#)



May 18-24 [Safe Boating Awareness Week](#)



May 31 [World No Tobacco Day](#)



June 3-9 [Safe Kids Week – Parachute](#)

[ParticipACTION Community Challenge Grants](#)

ParticipACTION is offering grants of up to \$1,500 to support community organizations in promoting and delivering sport and physical activity opportunities for equity-denied groups, including Black, Indigenous, racialized, 2SLGBTQIA+, persons with disabilities, low-income populations, newcomers to Canada, and older adults.

KEY DATES

Grant Applications Open: Jan. 14, 2025.

Deadline to Apply: Feb. 11, 2025.

Be sure to review the grant [guidelines](#) and [application questions](#) before submitting your application.

LEARN MORE

ParticipACTION will host informational webinars to help organizations and municipalities complete their applications and prepare for this year's Community Challenge.

[Webinar for Organizations](#): Thursday, Jan. 23, 2025, at 1 p.m. ET

[Webinar for Municipalities and Local Governments](#): Monday, Jan. 27, 2025, at 1 p.m. ET

Mark your calendars and get ready to make a difference in your community!

SPOTLIGHT**GBPH's Environmental Health program**

Grey Bruce Public Health's Environmental Health team conducts activities across multiple programs that fall under the Health Protection and Promotion Act.

These include food safety, safe drinking water, recreational water, healthy environments, vector-borne disease and rabies prevention.

The Environmental Health team has 12 Public Health Inspectors (PHIs) who work as generalists in all these program areas, each with a defined geographic area.

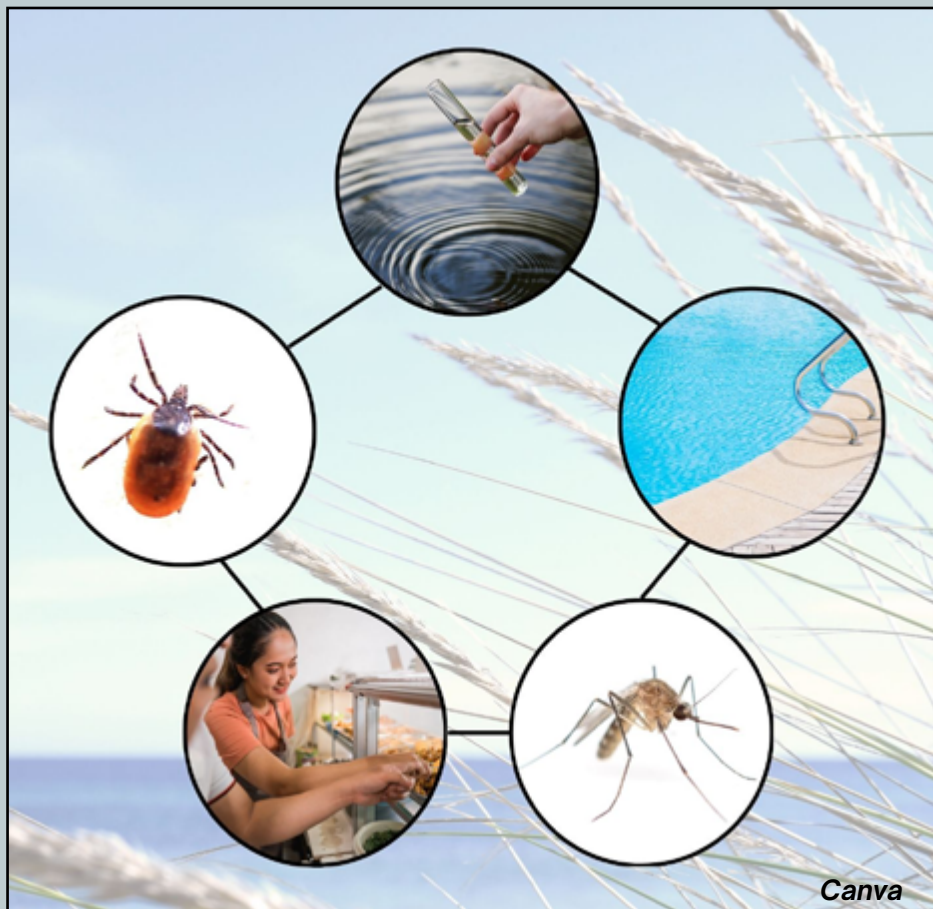
The PHIs also work in multidisciplinary groups within the Health Unit and with various partners to support and advance work related to areas such as climate change and emergency preparedness.

Within the Environmental Health core programs, **FOOD SAFETY** is the largest in terms of staff time.

FOOD SAFETY work includes food premises regulation through inventory maintenance, routine and complaint inspections, food recall, and infectious disease investigation support.

The **RABIES PROGRAM** is also a substantial one in terms of staff time and focuses on animal exposure report investigations and risk mitigation on an individual, case-by-case basis.

SAFE WATER ACTIVITIES include giving support and advice to the public regarding private systems, and regulating small drinking water systems through compliance checks, inspections, and directive preparation.



RECREATIONAL WATER ACTIVITIES include regulation of commercial facilities through routine and complaint inspections and water testing.

HEALTHY ENVIRONMENTS include health hazard investigations into issues like environmental spills and housing conditions and proactive work on a number of potential hazards, such as radon and climate change.

The **VECTOR-BORNE DISEASE PROGRAM** uses a management process to monitor and assess risk from things like West Nile Virus and Lyme disease.

Throughout all programs, the team uses an approach that incorporates formal and informal education with the public, businesses, and facilities. For regulated facilities, the team also uses a graduated enforcement approach, where necessary.

Many of the services the Environmental Health team provides align closely with municipal services, and the team is always open to discussing issues or exploring ways that the team and municipalities can work together to better service Grey-Bruce residents.

Vision Zero, Complete Streets, and 'Road Dieting'

WHAT IS VISION ZERO?

Vision Zero is based on a philosophy that no one should be killed or seriously injured within the road transport system. Vision Zero commits communities to a fundamental shift in how they approach traffic safety.

WHAT ARE COMPLETE STREETS?

Complete Streets is an approach to planning, designing and building streets that enables safe access for all users.



Royalty-free image - Pexels

WHAT IS ROAD DIETING?

Road Dieting is a term used to describe the removal of car space from the road to prioritize walking, biking, and rolling. Complete Streets and Vision Zero initiatives sometimes use Road Diets to create streets that work for all road users.

WHAT WE CAN DO LOCALLY?

The first step towards Vision Zero is to create an Action Plan – one

that clearly lays out action steps, timelines, and priorities and includes broader community and partner input.

Learn more about Vision Zero at Parachute.ca. Link: [Vision Zero – Parachute.](#)

You can also check out this recent Ontario-based comparative analysis on [Road Diets in Complete Streets and Vision Zero.](#)

E-SCOOTERS

E-scooters can support GHG emission reduction efforts, increase access to social and economic opportunities, and fill a need in equity-deserving communities. However, e-scooters also create safety and accessibility issues. Learn more about [solutions](#) to help unlock the benefits of e-scooters, while addressing safety and accessibility issues.

GBPH adding climate change information to its website

Grey Bruce Public Health will soon be launching new content for the public and partners on its website about the connections between climate change and health.

Keep an eye out for these new Climate Change webpages under the 'Your Environment' tab at publichealthgreybruce.on.ca.

GBPH has supported Grey County's climate plans and is prepared to support your municipality in including health perspectives in climate action.

Municipalities interested in engaging in climate action may consider the [Climate Ready Infrastructure Service \(CRIS\)](#), a national initiative connecting local governments and communities with specialized technical expert advice and guidance to support the integration of low-carbon resilience into local infrastructure projects. Small municipal governments (less than 30,000 people) and First Nations communities can register an infrastructure project under the CRIS.

Restricting hookah lounges

Counties and municipalities in Ontario can implement bylaws to prevent the operation of hookah lounges within their communities

Waterpipe smoking, also known as shisha or hookah, involves heating a tobacco or non-tobacco herbal product. Users inhale through a hose attached to the waterpipe device. Because the use of non-tobacco “herbal” products is not prohibited by the Smoke-Free Ontario Act, there may be a perception that these products are less harmful than other forms of smoking. However, evidence shows that waterpipe smoking is associated with various types of cancer and other health-related concerns and both commercial tobacco-based products and non-tobacco products contain harmful toxins and chemicals.

The Ontario Municipal Act ([Municipal Act, 2001, S.O. 2001, c. 25 \(ontario.ca\)](#)) allows municipalities general authority to establish additional restrictions beyond the Smoke-Free Ontario Act through municipal/regional bylaws respecting the “health, safety,

and well-being of persons” (s.11(2)) and explicit authority to regulate smoking in public and workplaces, with the exception of highways (s. 115).

These bylaws have, for example, allowed municipal partners to keep beaches, parks, and outdoor municipal properties (areas where provincial legislation has little or no influence) smoke-free and now vape-free.

Below are some resources related to waterpipe smoking/SFOA:

- [Health Impacts of Waterpipe Smoking and Exposure](#)
- [By-Law to Regulate Waterpipe Smoking in the Regional Municipality of Halton](#)
- [Public Health Ontario Summary Report: Ontario Tobacco, Vaping & Cannabis By-law Summary – 2024](#)

GBPH staff are available to assist in reviewing any updates to smoke-free bylaws in your jurisdiction.



Royalty-free image - Unsplash

GBPH can support municipal compliance with SFOA

Municipalities in Ontario have several regulated responsibilities under the Smoke Free Ontario Act (SFOA), 2017. This Act aims to protect exposure from second hand smoke/vapour by regulating smoking and vaping in enclosed workplaces, public places and prohibited outdoor areas.

Grey Bruce Public Health is here to help and can support municipal compliance with the SFOA by:

- Supplying and delivering required “No Smoking” and “No Vaping” signs to your municipal office.
- Consulting on planning meetings for large-scale community events (i.e. Music in the Fields, Summerfolk, etc.). We strongly recommend that Public Health staff are invited to all such planning meetings.
- Providing input into municipal policies and procedures that ensure compliance of staff, event organizers and the public, while using municipal properties.
- Attending problem areas with staff and managers to assist in education and enforcement initiatives.

For additional information and resources, visit Public Health’s website at [Smoke and Vape-Free Living](#)





**Grey Bruce
Public Health**

Directory

Please refer to this directory to contact specific Grey Bruce Public Health programs.

Main GBPH Number: 519-376-9420

MAIN LINE WITH EXTENSIONS 519-376-9420

- **Sexual Health Clinic** - Press 1
- **Immunizations** - Press 2
- **Adverse Water** - Press 3
- **PHI, Food Safety, Etc** - Press 4
- **Healthy Babies** - Press 5
- **Infectious Diseases** - Press 6
- **Tobacco Enforcement** - Press 7
- **Dental/Vision** - Press 8
- **Switchboard** - Press 0

FAX NUMBERS

Immunizations - 519-376-7782

Rabies - 519-376-0980

**Environmental, Dental, Food
Safety, Health Hazard, Water** -
519-376-6310

Infectious Diseases - 519-376-4152

Sexual Health, Youth - 519-376-
5043

Healthy Babies - 519-376-1287

Administration - 519-376-8965

MOH/Media Confidential - 519-
376-0605

EMAIL ADDRESSES

General: [publichealth@
publichealthgreybruce.on.ca](mailto:publichealth@publichealthgreybruce.on.ca)

Harm Reduction: [harmreduction@
publichealthgreybruce.on.ca](mailto:harmreduction@publichealthgreybruce.on.ca)

Immunizations: [immunization@
publichealthgreybruce.on.ca](mailto:immunization@publichealthgreybruce.on.ca)

Rabies: [rabies@
publichealthgreybruce.on.ca](mailto:rabies@publichealthgreybruce.on.ca)

HBHC: [hbhc@
publichealthgreybruce.on.ca](mailto:hbhc@publichealthgreybruce.on.ca)

Infectious Diseases:
[InfectiousDiseases@
publichealthgreybruce.on.ca](mailto:InfectiousDiseases@publichealthgreybruce.on.ca)

IPAC: [IPAC@
publichealthgreybruce.on.ca](mailto:IPAC@publichealthgreybruce.on.ca)

Oral Health: [Dental@
publichealthgreybruce.on.ca](mailto:Dental@publichealthgreybruce.on.ca)

Safe Water: [SafeWaterDental@
publichealthgreybruce.on.ca](mailto:SafeWaterDental@publichealthgreybruce.on.ca)

School Health: [schools@
publichealthgreybruce.on.ca](mailto:schools@publichealthgreybruce.on.ca)

Let's work together to create healthier communities

Let's work together to create healthier communities.

Grey Bruce Public Health is available to work in partnership with municipal/county councils and staff and local committees, along with other community organizations, on key health issues.

We can help to:

- Establish and strengthen connections
- Integrate health policies into community planning
- Collaborate on healthy community initiatives



Staff Report

Council Meeting Date: January 27, 2025

Subject: FIRE-2025-03 – 2024 Fire and Emergency Services Update

Report from: Steve Tiernan, Fire Chief

Attachments: Appendix "A" Fire Department Statistics

Recommendation

Be It Resolved that Council hereby receives for information report FIRE-2025-03 - FIRE-2025-03 – 2024 Fire and Emergency Services Update.

Background

The intent of this report is to update Council on the Arran-Elderslie Fire and Emergency Services Operations and Statistics for the year end of the Operational Period of 2024.

Analysis

The following information is comprised of Fire Responses, Training, Apparatus Information, Fire Prevention and Public Education completed for the period January-December 2024.

Department News

Several grants were applied for and were successful in 2024 which totaled \$60,349.38

- Fire Protection Grant (cancer prevention) \$24,691.00
- Power Workers Union Grant \$6,200.00
- Fire Marshalls Public Fire Safety Council - \$2,998.38 for modernization training materials
- Community Emergency Preparedness Grant (drone) \$26,460.00

A Request for Proposal was posted for the new Paisley Firehall/Public Works Building with Domm Construction being awarded the construction and Dozlan Construction for the site works.

Many thanks to Council, the Firehall sub-committee, present and past members for their dedication to seeing this project through to completion.

Incident Response

Arran-Elderslie Fire & Emergency Services responded to 190 calls for service in 2024.

A full breakdown of calls/call types for each station is attached within the council report Appendix "A"

In 2024 there was an increase in calls for service from 168 in 2023 to 190 in 2024. This was due to an increase in calls including an increase of 13 calls in Tara and an increase in Chesley of 9 calls. Paisley remained the same as 2023.

Tara - 55 calls

Paisley - 58 calls

Chesley - 77 calls

Summary of Training

Nine (9) instructors completed Live Fire training in preparation for teaching in our live fire training facility.

Fire Prevention Officer Scott Thomson completed his NFPA 1033 Fire Investigator certification. He also completed the Provincial Driver Certification Instructor program to certify Class D firefighter driver licenses in-house.

Nine (9) firefighter recruits have completed their NFPA 1001 Firefighter 1 training at Brockton Regional Training Center.

Fifteen (15) firefighters completed their in-house NFPA 1001 Firefighter1 and successfully passed their written and practical exams.

Fourteen (14) firefighters completed their in-house NFPA 1001 Firefighter 2 and successfully passed their written and practical exams.

Two (2) Officers completed their NFPA 1041 Instructor 1 at the Markdale Regional Training Center.

Two (2) Officers completed their NFPA 1021 Officer 1 at the Markdale Regional Training Center.

Firefighters attended Bruce County Fire School and took part in Live Fire training. Two officers completed NFPA 1521 Incident Safety Officer certification, and firefighters also completed NFPA 1006 Advanced Auto Extrication.

All three stations completed Live Fire Behavior training in our Live Fire Training Facility. Training will continue into 2024, with firefighters completing annual live fire attack, and search procedures.

Tara firefighters completed their First Aid, De-Fib and Airway Management re-certification. Paisley and Chesley firefighters will re-certify in 2025.

Six (6) firefighters and Chief Tiernan completed their Advanced Pilot Certification (RPAS) for the drone program.

Apparatus and Equipment Review

RFP completed for replacement of Chesley's Pumper 91. Chassis was purchased in 2024 with completed pumper being delivered in the 2nd quarter of 2026

The following maintenance and inspections were completed in 2024

- Pump Tests completed on all apparatus.
- Ladder Testing completed.
- MTO inspections completed.
- New tires installed on all trucks requiring them
- New emergency light bar installed Pumper 81
- Tires replaced on trucks as required

Prevention and Inspections

Inspections of commercial businesses through requests and complaints are ongoing throughout the Municipality.

The Arran-Elderslie Fire & Emergency Services Facebook and Instagram accounts continue to share safety messaging, as well as promoting our fire service and what we are currently working and training on.

Public Education Activities for the year include the following:

- On-going school visits to the firehalls continue for public education.
- Farmers Market public education booth at the downtown park in Chesley.
- Chesley Fall Fair Junior Firefighter Olympics and public education booth.
- School; visits in Chesley, Paisley and Tara
- Chesley Water Festival
- Red Cross 72 Hour Preparedness Public presentation Chesley Library
- Paisley Halloween Safety tour
- Paisley Fair
- Tara Firehall open house Auto Extrication and Drone demonstration
- Tara Fall Fair safety messaging

Link to Strategic/Master Plan

6.6 Modernizing Services

6.1 Protecting Infrastructure, Recreation and Natural Assets

Fire Masterplan, 2020

Financial Impacts/Source of Funding/Link to Procurement Policy

There are no financial implications at this time resulting from this report.

Approved by: Emily Dance, Chief Administrative Officer



Arran-Elderslie Fire and Emergency Services

Fire Chief :Steve Tiernan

1925 Bruce Road PO Box 70, Arran-Elderslie ON

N0G 1L0

PH : 519-270-3235 FAX : 519-363-2203

Email :stiernan@arran-elderslie.ca

Page 1 of 2
100

Date
Jan 20 25

Incidents by Location Response Location

Response Type	# of Incidents
4132 - Brockton	
96 Call cancelled on route	1
<hr/>	
Total For 4132 - Brockton:	1
414300 - Arran-Elderslie Fire and Emergency Services	
01 Fire	4
03 NO LOSS OUTDOOR fire (see exclusions)	3
29 Other pre fire conditions (no fire)	1
31 Alarm System Equipment - Malfunction	5
32 Alarm System Equipment - Accidental activation (exc. code 35)	1
33 Human - Malicious intent, prank	4
34 Human - Perceived Emergency	4
35 Human - Accidental (alarm accidentally activated by person)	1
36 Authorized controlled burning - complaint	1
38 CO false alarm - equipment malfunction (no CO present)	1
41 Gas Leak - Natural Gas	3
53 CO incident, CO present (exc false alarms)	1
61 Vehicle Extrication	1
62 Vehicle Collision	4
702 CPR administered	2
71 Asphyxia, Respiratory Condition	2
73 Seizure	1
82 Burns	1
84 Medical Aid Not Required on Arrival	1
86 Alcohol or drug related	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	4
898 Medical/resuscitator call no action required	3
89 Other Medical/Resuscitator Call	2
911 Assisting Other FD: Automatic Aid	1
912 Assisting Other FD: Fire Protection Agreement	1
92 Assistance to Police (exc 921 and 922)	2
96 Call cancelled on route	4
97 Incident not found	1
<hr/>	
Total For 414300 - Arran-Elderslie Fire and Emergency Services	60
4204 - West Grey	
910 Assisting Other FD: Mutual Aid	1

Incidents by Location Continued
Response Location

Response Type	# of Incidents
<hr/>	
Total For 4204 - West Grey:	1
4237 - Municipality of Chatsworth Township	
01 Fire	1
03 NO LOSS OUTDOOR fire (see exclusions)	2
50 Power Lines Down, Arcing	1
62 Vehicle Collision	3
702 CPR administered	1
85 Vital signs absent, DOA	1
89 Other Medical/Resuscitator Call	4
912 Assisting Other FD: Fire Protection Agreement	1
96 Call cancelled on route	1
<hr/>	
Total For 4237 - Municipality of Chatsworth Township:	15
<hr/>	
Total Number of Responses	77



Arran-Elderslie Fire and Emergency Services

Fire Chief :Steve Tiernan

1925 Bruce Road PO Box 70, Arran-Elderslie ON

N0G 1L0

PH : 519-270-3235 FAX : 519-363-2203

Email :stiernan@arran-elderslie.ca

Date
Jan 20 25

Incidents by Location Response Location

Response Type	# of Incidents
4124 - Kincardine	
01 Fire	1
03 NO LOSS OUTDOOR fire (see exclusions)	1
62 Vehicle Collision	1
701 Oxygen administered	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	1
<hr/>	
Total For 4124 - Kincardine:	5
4132 - Brockton	
01 Fire	1
22 Pot on Stove (no fire)	2
36 Authorized controlled burning - complaint	1
62 Vehicle Collision	1
<hr/>	
Total For 4132 - Brockton:	5
414300 - Arran-Elderslie Fire and Emergency Services	
01 Fire	3
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	1
24 Other Cooking/toasting/smoke/steam (no fire)	1
32 Alarm System Equipment - Accidental activation (exc. code 35)	3
34 Human - Perceived Emergency	1
36 Authorized controlled burning - complaint	1
41 Gas Leak - Natural Gas	1
50 Power Lines Down, Arcing	1
53 CO incident, CO present (exc false alarms)	1
61 Vehicle Extrication	2
62 Vehicle Collision	4
701 Oxygen administered	5
702 CPR administered	1
71 Asphyxia, Respiratory Condition	2
73 Seizure	4
76 Chest pains or suspected heart attack	2
84 Medical Aid Not Required on Arrival	2
85 Vital signs absent, DOA	4
86 Alcohol or drug related	1
88 Accident or illness related - cuts, fractures, person fainted, etc.	3
89 Other Medical/Resuscitator Call	2

Incidents by Location Continued
Response Location

	Response Type	# of Incidents
93	Assistance to Other Agencies (exc 921 and 922)	1
96	Call cancelled on route	1

Total For 414300 - Arran-Elderslie Fire and Emergency Services 67

4237 - Municipality of Chatsworth Township

912	Assisting Other FD: Fire Protection Agreement	1
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Total For 4237 - Municipality of Chatsworth Township: 1

Total Number of Responses 58



Arran-Elderslie Fire and Emergency Services

Fire Chief :Steve Tiernan

1925 Bruce Road PO Box 70, Arran-Elderslie ON

N0G 1L0

PH : 519-270-3235 FAX : 519-363-2203

Email :stiernan@arran-elderslie.ca

Date
Jan 20 25

Incidents by Location Response Location

Response Type	# of Incidents
414300 - Arran-Elderslie Fire and Emergency Services	
	1
01 Fire	2
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	1
24 Other Cooking/toasting/smoke/steam (no fire)	2
29 Other pre fire conditions (no fire)	2
31 Alarm System Equipment - Malfunction	2
32 Alarm System Equipment - Accidental activation (exc. code 35)	2
34 Human - Perceived Emergency	3
35 Human - Accidental (alarm accidentally activated by person)	1
36 Authorized controlled burning - complaint	2
37 CO false alarm - perceived emergency (no CO present)	1
38 CO false alarm - equipment malfunction (no CO present)	1
39 Other False Fire Call	2
50 Power Lines Down, Arcing	3
62 Vehicle Collision	9
701 Oxygen administered	2
76 Chest pains or suspected heart attack	1
84 Medical Aid Not Required on Arrival	1
85 Vital signs absent, DOA	5
86 Alcohol or drug related	1
913 Assisting Other FD: Other	2
93 Assistance to Other Agencies (exc 921 and 922)	2
96 Call cancelled on route	1
99 Other Response	1

Total For 414300 - Arran-Elderslie Fire and Emergency Services 50

4155 - South Bruce Peninsula

59 Other Public Hazard	1
65 Home/Residential Accident	1

Total For 4155 - South Bruce Peninsula: 2

4237 - Municipality of Chatsworth Township

910 Assisting Other FD: Mutual Aid	2
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Incidents by Location Continued
Response Location

Response Type	# of Incidents
Total For 4237 - Municipality of Chatsworth Township:	2
4253 - Georgian Bluffs	
96 Call cancelled on route	1
<hr/>	
Total For 4253 - Georgian Bluffs:	1
<hr/>	
Total Number of Responses	55

Staff Report

Council Meeting Date: January 27, 2025

Subject: CBO-2025-01- 2024 Building Permit Statistics.

Report from: Pat Johnston, Chief Building Official

Attachments: Appendix A – Building Permit Activity – 2024

Recommendation

Be it Resolved that Council hereby receives for information Report CBO-2025-01- 2024 Building Permit Statistics.

Background

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

Analysis

The 2024 building activity in Arran-Elderslie was above expectations. Agriculture permits are strong making up 48% of Construction values with Residential at 43%. Building starts in almost all categories was encouraging. Construction values at \$30,026,079 made 2024 the most productive year on record.

Link to Strategic/Master Plan

6.3 Facilitating Community Growth

Financial Impacts/Source of Funding/Link to Procurement Policy

The applications submitted have produced an above average result for building permit fees with a total of \$266,158, this was 23.3% above the forecasted yearly Operating Budget. It would be noted that 2025 may produce an above average result.

Approved by: Emily Dance, Chief Administrative Officer



Municipality of Arran Elderslie

Construction Forecast

The following permits have been submitted for Approval:

Class	Type	Month- Jan-Dec 2024														
		Permits Submitted					Construction Values					Permit Values				
		2020	2021	2022	2023	2024	2020	2021	2022	2023	2024	2020	2021	2022	2023	2024
Residential - House/ARU	17	24	9	8	9	\$ 6,206,000.00	\$ 9,856,844.55	\$ 4,275,000.00	\$ 4,820,000.00	\$ 5,000,000	\$ 55,720.77	\$ 87,543.70	\$ 34,536.14	\$ 30,803.80	\$ 36,543	
Residential - Addition / Reno	13	18	21	14	20	\$ 825,650.00	\$ 1,426,460.00	\$ 1,415,722.00	\$ 1,128,000.00	\$ 1,850,200	\$ 9,005.20	\$ 15,539.59	\$ 12,277.26	\$ 10,279.54	\$ 13,525	
Residential - Deck / Porch	10	6	9	5	7	\$ 77,149.00	\$ 65,000.00	\$ 71,900.56	\$ 93,000.00	\$ 86,000	\$ 2,290.40	\$ 1,349.20	\$ 2,233.10	\$ 1,376.80	\$ 1,782	
Residential - Accessory	8	14	21	14	21	\$ 114,100.00	\$ 773,000.00	\$ 607,000.00	\$ 698,000.00	\$ 759,500	\$ 2,241.00	\$ 9,835.50	\$ 12,684.75	\$ 6,274.95	\$ 11,283	
Residential - Multi-Unit	4	3	6	3	8	\$ 1,040,000.00	\$ 2,400,000.00	\$ 4,250,000.00	\$ 7,800,000.00	\$ 5,350,000	\$ 9,502.49	\$ 25,436.13	\$ 37,724.30	\$ 57,923.60	\$ 57,542	
Other (Pool, Fireplace, etc)	4	12	5	1	3	\$ 41,600.00	\$ 483,000.00	\$ 235,000.00	\$ 500.00	\$ 90,700	\$ 575.00	\$ 3,200.00	\$ 1,350.00	\$ 150.00	\$ 630	
Agricultural - Barn / Access.	11	25	11	16	28	\$ 1,100,000.00	\$ 4,854,100.00	\$ 4,042,000.00	\$ 4,106,000.00	\$ 12,570,460	\$ 11,845.00	\$ 54,385.15	\$ 31,700.30	\$ 36,270.30	\$ 108,377	
Agricultural - Add. / Reno	9	2	1	6	7	\$ 344,000.00	\$ 140,000.00	\$ 21,000.00	\$ 766,000.00	\$ 862,000	\$ 4,752.50	\$ 2,325.50	\$ 382.00	\$ 6,207.75	\$ 6,934	
Agricultural - Grain Bin / Silo	4	3	8	6	5	\$ 235,000.00	\$ 430,886.00	\$ 445,000.00	\$ 808,000.00	\$ 1,100,000	\$ 2,946.00	\$ 450.00	\$ 6,006.60	\$ 4,620.00	\$ 2,728	
Agricultural - Manure Storage	0	1	1	1	0	\$ -	\$ 150,000.00	\$ 75,000.00	\$ 60,000.00	\$ 0	\$ -	\$ 150.00	\$ 1,050.00	\$ 3,392.70	\$ 0	
Com/Ind/Ins - New Building	2	3	4	2	6	\$ 151,000.00	\$ 690,300.00	\$ 2,425,000.00	\$ 265,000.00	\$ 1,057,360	\$ 2,661.00	\$ 3,897.55	\$ 10,524.27	\$ 2,652.00	\$ 7,405	
Com/Ind/Ins - Addition	3	0	0	2	1	\$ 255,000.00	\$ -	\$ -	\$ 103,000.00	\$ 400,000	\$ 1,197.20	\$ -	\$ -	\$ 280.00	\$ 4,220	
Com/Ind/Ins - Renovation	3	6	3	8	5	\$ 470,300.00	\$ 487,500.00	\$ 332,000.00	\$ 792,400.00	\$ 725,260	\$ 737.30	\$ 4,020.20	\$ 4,220.00	\$ 10,789.60	\$ 10,040	
Septic - New System	9	5	3	5	4	\$ 81,000.00	\$ 80,000.00	\$ 45,000.00	\$ 603,000.00	\$ 40,000	\$ 4,750.00	\$ 3,000.00	\$ 1,800.00	\$ 9,000.00	\$ 2,400	
Septic - Repair Existing	4	9	8	7	5	\$ 33,200.00	\$ 90,000.00	\$ 125,000.00	\$ 100,000.00	\$ 65,600	\$ 1,350.00	\$ 3,150.00	\$ 2,800.00	\$ 2,450.00	\$ 2,000	
(Refer Below)	0	0	0	0	0	\$ 29,000.00	\$ 188,200.00	\$ 45,179.00	\$ 58,000.00	\$ 69,000	\$ 625.00	\$ 820.00	\$ 1,080.00	\$ 1,060.00	\$ 750	
Monthly Building Totals	101	131	110	98	129	\$11,002,999.00	\$22,115,290.55	\$18,409,801.56	\$22,200,900.00	\$30,026,079.90	\$110,198.86	\$215,102.52	\$160,368.72	\$183,531.04	\$266,158.51	
Cancelled	0	0	0	1	2											
Plumbing Permits	0	0	0	0	0											
New Sewer Connections	0	0	0	0	0											
Demolition Permits	5	5	5	7	4											
Change in Use, Tents, Etc.	0	1	2	2	2											
Total # of Permits issued	106	137	117	108	137											

Original Signed by
P. Johnston
Chief Building Official

Staff Report

Council Meeting Date: January 27, 2025

Subject: CLKS-2025-04 - 2024 By-Law Statistics

Report from: Julie Hamilton, Deputy Clerk

Attachments: None

Recommendation

Be It Resolved that Council hereby receives Report CLKS-2025-04 – 2024 By-Law Statistics for information.

Background

Municipal Support Services (MSS) provides by-law enforcement and animal control services for the Municipality. The current contract provides 24 hours per week of by-law enforcement services and animal control service are provided on a per call basis.

It should be noted that identifiable information for specific properties and/or complaints has not been provided for confidentiality reasons. All by-law enforcement files are matters that are sensitive in nature and must be handled confidentially to ensure the integrity of the investigation remains intact should the matter require litigation. Once a complaint has been received by MSS and the validity of the information confirmed, an investigation file is created, and the matter is handled by them directly and any updates on the status, actions or progress are not provided to maintain confidentiality for the matter being investigated.

All complaints regarding by-law and animal control matters should be made by the complainant themselves directly to MSS. There are several methods of submitting complaints to make the process accessible to everyone. The following methods for complaint submission are available and the details of complaints are kept confidential:

- Citizen Request Portal via the Municipal website
- By email directly to MSS at bylaw@arran-elderslie.ca

- By visiting the office and submitting complaints in writing. Complaint forms are available or written submissions on paper with the name and contact details of complainants will also be accepted.
- By calling MSS directly at 226-910-1322

Analysis

In 2024, MSS received 278 calls for service which resulted in 275 investigation files being opened. Depending on the severity of the violation, a file may take anywhere from 5 to 40+ hours to obtain compliance as each file requires investigation, travel, verbal and written communications, inspections and administrative work.

Staff are working on a By-Law Enforcement Policy for Council's consideration which will assist Officers in prioritizing matters to ensure a fair and consistent process is in place to handle all complaints and attempt to resolve matters as quickly as possible.

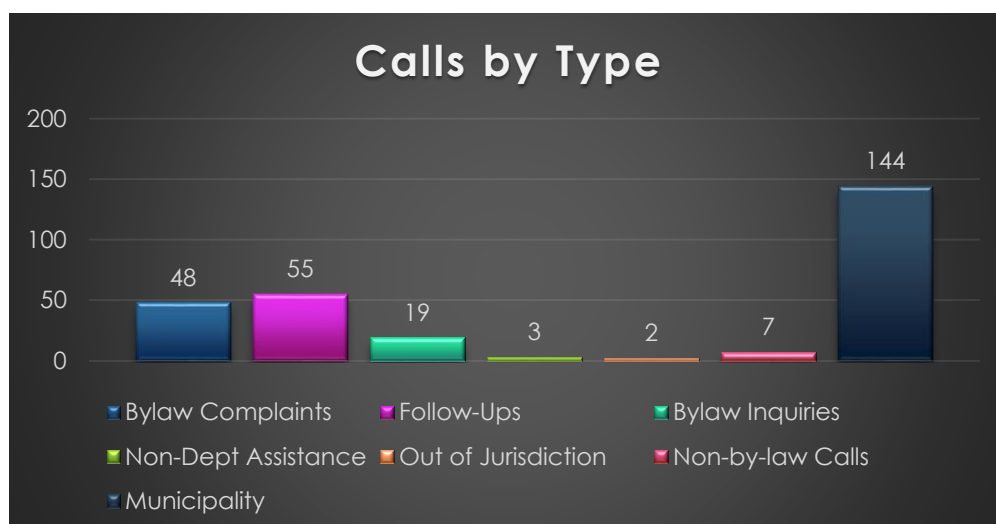
The following charts provide statistics on by-law enforcement and animal control activity from January 1 to December 31, 2024.

Call by Type

Chart A highlights the number and type of calls that have been received. The columns represent phone calls as follows:

- By-law Complaints - Complaints made by the public
- Non-Dept Assistance – Assisting other municipal departments
- Follow-Ups – Calls for follow up on complaints
- Out of Jurisdiction – Calls for service for other municipalities
- Municipality - Calls made from municipal staff and council regarding issues or inquiries received
- By-law inquiries – Questions regarding municipal by-laws
- Non-By-Law Calls – Calls unrelated to municipal by-laws

CHART A - January 1 to December 31, 2024

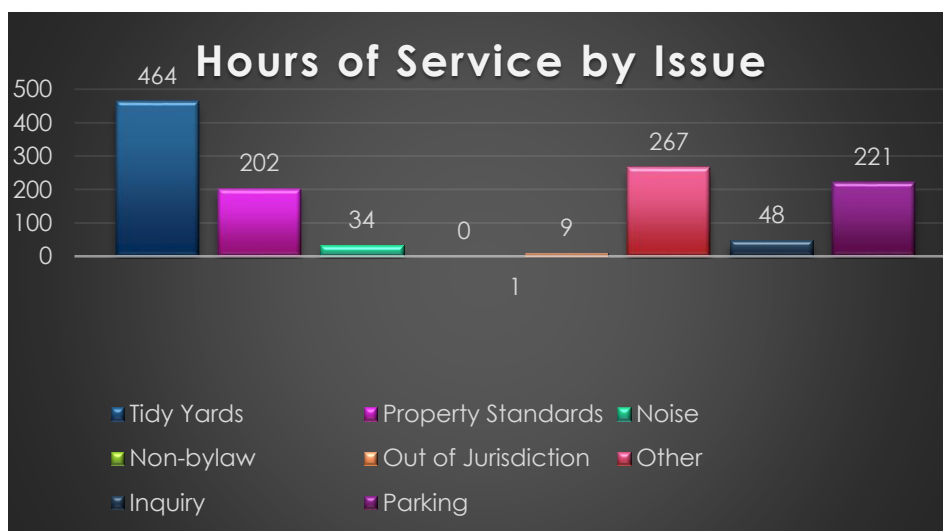


Hours of Service by Issue

Chart B outlines the hours that are spent dealing with matters in various categories. This total includes travel, investigation, follow-up visits, providing written follow-up, orders and other documentation and notes.

The Tidy Yards By-law is used for offences such as litter and debris, overgrowth, and other unsightly property conditions. It is enforceable under the Municipal Act and provides the opportunity to proceed with clean up and penalties if compliance is not gained. Property Standards is similar however, they are enforceable under the Building Code Act and provides the opportunity to issue orders in accordance with the regulations.

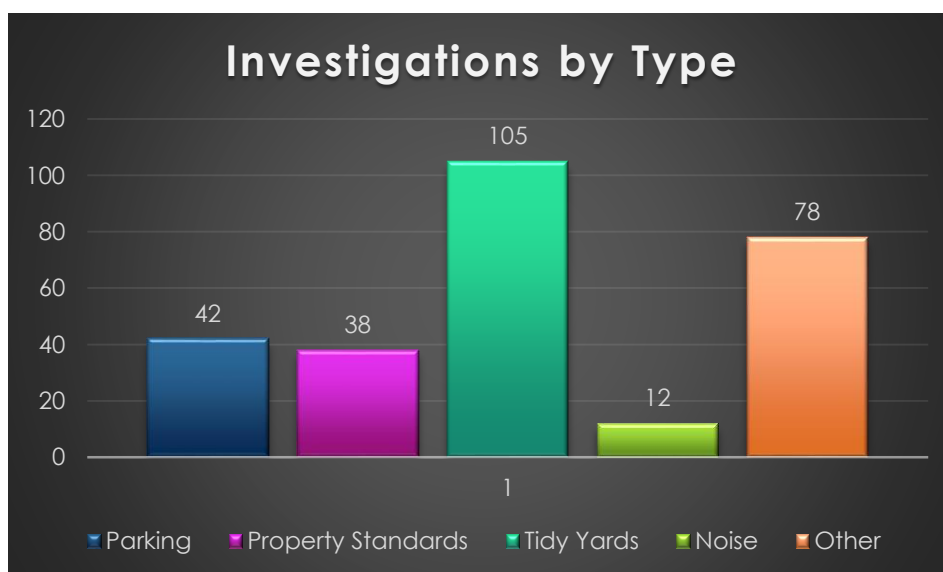
CHART B – January 1 to December 31, 2024



Investigations by Type

Chart C highlights the investigations that have been undertaken by type.

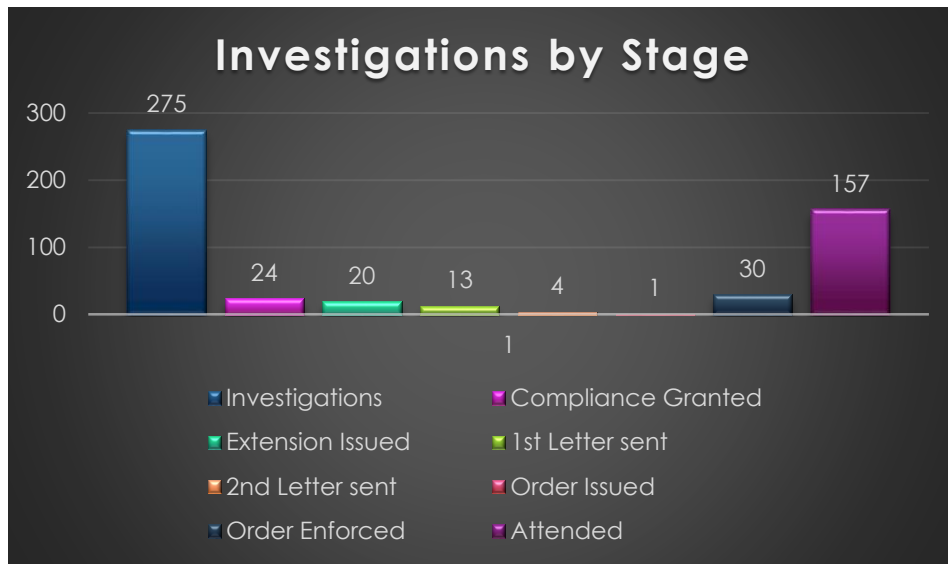
CHART C



Investigations by Stage

Chart D provides an overview of the stages of investigation.

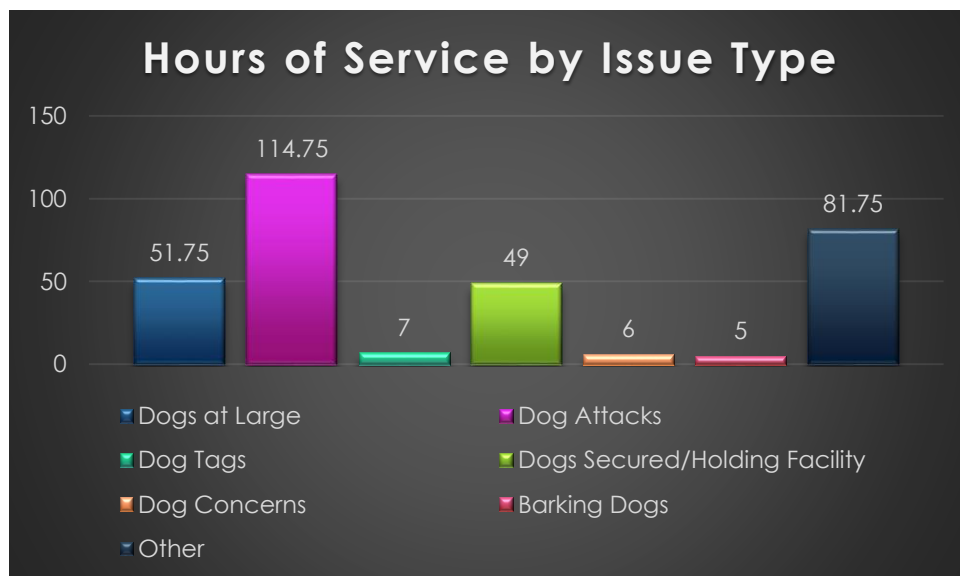
CHART D – January 1 to December 31, 2024



Animal Control

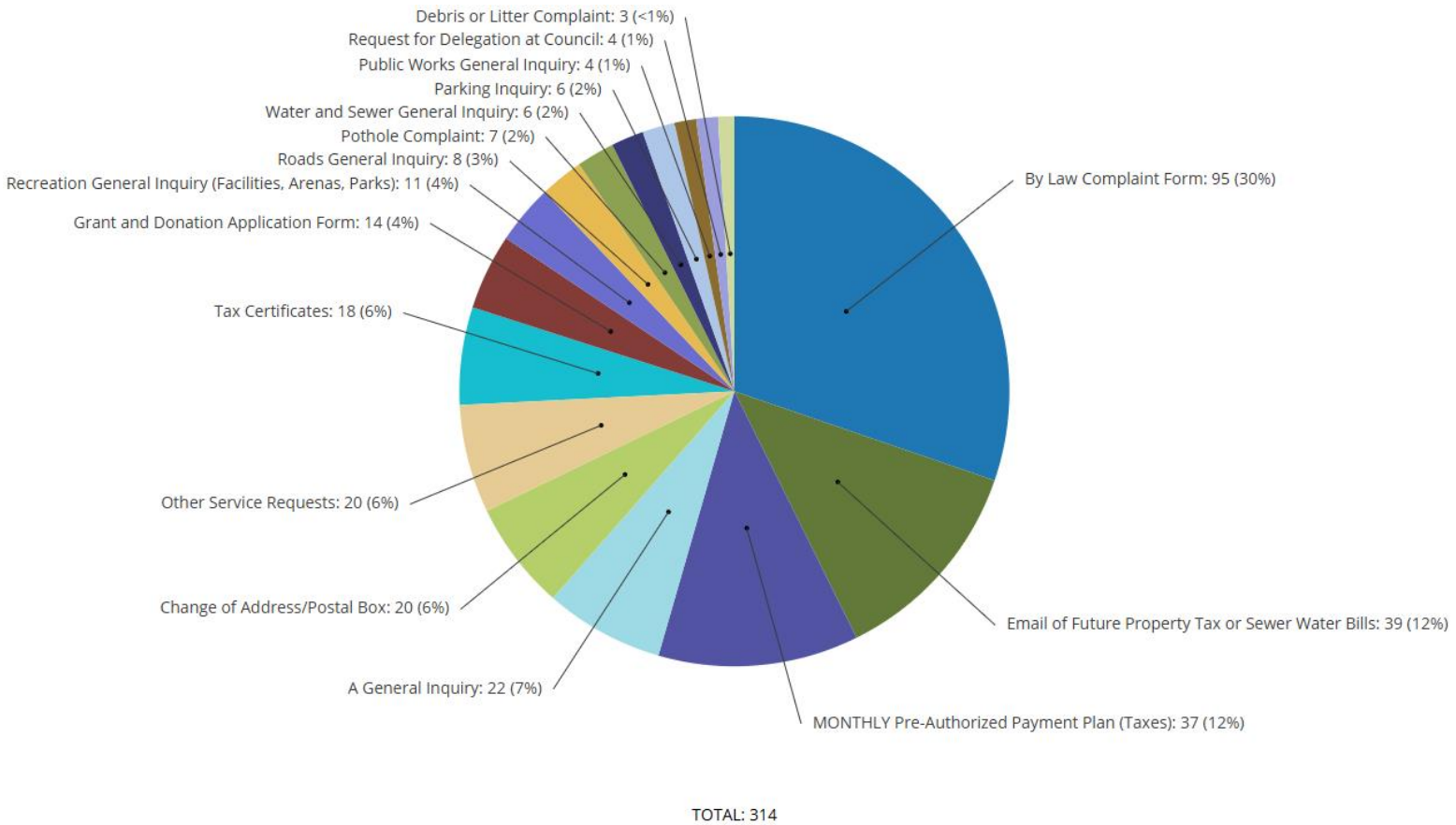
Chart E highlights the hours of services dedicated to Animal Control matters by issue type. In 2024, MSS recognized a steady increase in animal control related matters, not only in Arran-Elderslie, but many of the communities they service. As a result, they have created a Animal Control Officer position who deals solely with Animal Control related matters, freeing up By-Law Officers to dedicate their time to By-Law related complaints.

CHART E – January 1 to December 31, 2024



CITIZEN REQUEST PORTAL

The following charts provide a look at the type and number of requests that have been received through the portal in 2024. Of the 278 Calls for Service received by MSS, 95 of them came through the portal, representing 34% of the total. The remaining 66% were submitted in one of the other formats noted above.



Link to Strategic/Master Plan

6.4 Leading Financial Management

6.5 Engaging People and Partnerships

Financial Impacts/Source of Funding/Link to Procurement Policy

By-Law Enforcement contracted services were budgeted in the Operating Budget for 2024 at \$48,832 and the actual expenditure to date is \$32,642.97.

Animal Control contracted services were budgeted for 2024 at \$14,187.00 and the actual expenditure to date is \$28,507.15. As noted previously, these services are ad-hoc and there has been a notable increase in calls and matters of an escalated manner.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: January 27, 2025

Subject: REC-2025-01 Enabling Accessibility Grant Request

Report from: Carly Steinhoff, Park, Facilities and Recreation Manager

Attachments: None

Recommendation

Be It Resolved that Council hereby approves Report REC-2025-01 - Enabling Accessibility Grant Request

And authorizes staff to contact the Enabling Accessibility Fund to request a project transfer to add an accessible entrance and washroom to the Treasure Chest Museum in Paisley and an accessible entrance door at the Tara Library, subject to the financial allocations of the grant.

Background

Council received a report on October 15, 2024, from CAO Dance regarding the Old Paisley Library. The report included information regarding the Enabling Accessibility Grant associated with this building and that staff would consider alternative options to request the funds be allocated.

Analysis

The Municipality was successful in obtaining funding to renovate the Old Paisley Library by adding an accessible entrance at the front of the building, an accessible door to access the back yard and an accessible washroom. Since project approval from the Enabling Accessibility Fund, the Old Paisley Library has been declared surplus and an Expression of Interest for the building will be publicized in February 2025. Staff have spoken to program officers for the Fund and were made aware

that the Municipality could request that the funds be used for the same project components, but in a different building(s).

Staff have discussed options and recommend the re-allocation request be transferred to; add an accessible entrance and washroom to the Treasure Chest Museum in Paisley and an accessible entrance door at the Tara Library.

Following Council approve this report, staff will prepare a letter requesting this change to the Enabling Accessibility Fund. Should the request to the Fund be approved, staff will seek quotes with the goal to complete these projects in 2025.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

The Municipality entered into an agreement with the Government of Canada to receive \$ 70,348.00 to complete this project. The Municipal contribution requirement for this program is \$17,587.00, which has been included within the 2025 Capital budget.

Approved by: Emily Dance, Chief Administrative Officer

Staff Report

Council Meeting Date: January 27, 2025

Subject: Rec-2025-02 Ontario Trillium Foundation Capital Grant Application

Report from: Carly Steinhoff, Park, Facilities and Recreation Manager

Attachments: None

Recommendation

Be It Resolved that Council hereby approves Report Rec-2025-02 - Ontario Trillium Foundation Capital Grant Application and supports a Trillium Grant application for river access enhancement.

Background

The Ontario Trillium Foundation Capital Grant is accepting applications until March 5, 2025, for projects that update buildings, enhance spaces and purchase fixed and non-fixed equipment so people and the community can thrive. The Municipality has had prior success with this program, most recently being the phase two renovation of the Chesley Lawn Bowling Club.

Analysis

Staff have discussed potential projects that fit within the parameters of the funding program. Municipalities are eligible to apply for funding under two different funding priorities:

- Projects that “Foster physically active lifestyles”
- Projects that “Enrich lives through art, culture, and heritage”

Potential projects that were discussed by staff included playground equipment pool changeroom upgrades, Paisley Lawn Bowling upgrades, Chesley tennis court refurbishment and upgrades to various river access points in Arran-Elderslie. Of these potential projects, staff determined that the river access enhancements would provide a compelling application for this funding opportunity.

Staff are recommending the Trillium Grant application be submitted for enhancements to River Access Point 9b, which is located beside the Hose Tower in Paisley and has been closed for one year due to safety concerns. Staff are also recommending that the application include enhancements to river access at Dr. Milne Park in Paisley and to the river in Chesley, near the Dave Spencer Pavilion.

Within the 2025 Capital Budget, funding has been allocated for Chesley Park Island rehabilitation to work with engineers, based on information received from Saugeen Valley Conservation Authority.

Staff will be working with contractors to determine the costs of these projects prior to application submission.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

Ontario Trillium Foundation supports projects up to \$200,000.00. Staff continue to obtain estimates for this project and will include the appropriate funding within the application. Relating specifically to Chesley Park Island rehabilitation, \$20,000.00 has been allotted in the 2025 Capital Budget.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: January 27, 2025

Subject: ECDEV-2025-05 - Refreshment Vehicle By-Law

Report from: Jennifer Isber-Legge, Economic Development Coordinator
And Emily Dance, Chief Administrative Officer

Attachments:

Recommendation

Be It Resolved that Council hereby approves Report ECDEV.2025-05 – Refreshment Vehicle By-Law;

And further directs staff to bring forward a Refreshment Vehicle By-Law for consideration.

Background

Refreshment Vehicles or Food Trucks are vehicles on wheels that are capable of being moved from place to place that are used for the sale of prepared foods including but not limited to such items as coffee, hotdogs, sausages, pizza, wraps, sandwiches and frozen treats.

The Municipality of Arran-Elderslie has been recently approached regarding a proposed refreshment vehicle. The Municipality does not currently have any regulations surrounding refreshment vehicles nor are they specified in the zoning By-law.

Analysis

Refreshment Vehicles have been popular in past years as an alternative way to provide specialty foods to the public with a lower cost compared with the bricks and mortar restaurant.

Staff discussed the opportunity to regulate refreshment vehicles in Arran-Elderslie that would maintain the intent to support businesses that operate year-round in a bricks and mortar establishment with balancing support for entrepreneurs and adding food and beverage options for our residents that can also attract tourism and new visitors.

Staff are recommending that a Refreshment Vehicle By-law be established to regulate the use of Refreshment Vehicles in Arran-Elderslie and require the applicant to:

- Obtain a license from the Municipality & pay the license fee TBD
 - Include a Special license for Community Special Events and Two-Day License
 - Be inspected and approved by the Health Unit and the Fire Chief
 - Required to have insurance
 - Limit the number of Refreshment Vehicles
 - Be permitted in Commercial Zones
 - Requirements surrounding noise and garbage
-

Link to Strategic/Master Plan

6.2 Supporting Businesses and the Local Economy

Financial Impacts/Source of Funding/Link to Procurement Policy

License fee would cover staff time for administration of the license and inspection by the Fire Chief.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: January 27, 2025

Subject: Spruce the Bruce Grant Applications 2025

Report from: Jennifer Isber-Legge, Economic Development Coordinator

Attachments:

Recommendation

Be It Resolved that Council hereby approves Report SRECDEV-2025-04, Spruce the Bruce Grant Applications 2025; and

Supports the Spruce the Bruce applications for the following projects

1. Community Marketing Grant – Chesley Parks and Trails
2. Community Marketing Grant – Washrooms with Wow
3. Streetscape Beautification Grant – Banners for Tara
4. Streetscape Beautification Grant – Main St Bridge Parkette, Chesley
5. Streetscape Beautification Grant – Holiday Lights in Tara

Background

Bruce County will open their well-established Spruce the Bruce grant program to applications on February 1st for projects that help revitalize properties and build vibrant communities and experiences in Bruce County.

Staff have identified two funding streams that can support projects identified in the 2025 Economic Development budget and the goals of the Chesley and Tara Community Working Groups. Streetscape beautification and attracting visitors through community marketing support our existing businesses, attract new business, and serve our residents.

1. The Community Marketing Grant supports the development of marketing campaigns that stimulate the downtown economy. Funds 50% of total project cost up to \$2,500.
 2. The Streetscape Beautification Grant provides funding to install or improve streetscape improvements in the downtown core. Funds 50% of total project cost up to \$10,000,
-

Analysis

Staff are recommending that the applications be submitted for the following projects. Staff will continue to work with contractors to determine the costs of these projects prior to application submission.

1. Chesley Parks and Trails – create custom map to be used in print materials, sign, and website showing access to recreations in Chesley including the heritage walking trail, parks, river access points and facilities. Includes printing of brochures and sign for the downtown.
2. Washroom with Wow – create custom marketing materials with map identifying Arran-Elderslie’s public washroom facilities including accessible washrooms and fun graphics for 3 arenas washrooms and the public washroom at the Municipal office that welcome and attract visitors and residents. Graphics will also reinforce town and municipal branding created as part of our Community Improvement Plan.
3. Banners for Tara - Replace light post banners in the downtown with a design or designs that reinforce Tara’s Community Brand Toolkit.
4. Main St. Bridge Parkette, Chesley - Create a downtown gathering space at that is welcoming to all and accessible. Improvements to this space will open a beautiful view of the mill and river. Removing the grass, installing a solid surface like concrete, and a decorative fence for safety and adding a brightly colored and accessible picnic table are included in this grant application.
5. Holiday Lights in Tara – Replace aging holiday lights with brighter led design.

Link to Strategic/Master Plan

6.2 Supporting Businesses and the Local Economy

Financial Impacts/Source of Funding/Link to Procurement Policy

Project	Project Estimate	Spruce the Bruce	Municipal Contribution, EcDev
Chesley Parks & Trails	\$3,000	\$1,500	\$1,500, Community Dev. Materials budget
Washroom with Wow	\$5,000	\$2,500	\$2,500, Strategic Initiatives budget
Banners for Tara	\$3,000	\$1,500	\$1,500, Tara Downtown Revit budget
Main St Bridge Parkette	\$20,000	\$10,000	\$7,500 Strategic Initiatives budget, \$2,500 Chesley Downtown Revit. Budget
Holiday Lights in Tara	\$20,000	\$10,000	\$7,500 Strategic Initiatives budget, \$2,500 Tara Downtown Revit. Budget

All projected municipal contributions are within the approved 2025 Economic Development Budget.

Approved by: Emily Dance, Chief Administrative Officer

Staff Report

Council Meeting Date: January 27, 2025

Subject: SRCLK.2025.01 – Public Notice Policy

Report from: Christine Fraser-McDonald, Clerk

Attachments: DRAFT Public Notice Policy

Recommendation

Be It Resolved that Council hereby approves Report Number SRCLK.2025.01 – Public Notice Policy; and

That a by-law be brought back to the next available Council meeting to bring force and effect to this policy and that By-law 01-03 be rescinded in its entirety.

Background

Section 270 of the Municipal Act, 2001 (the “Act”) requires that all municipalities adopt and maintain several specific policies which provide a basis for decision-making to support clear and consistent implementation processes. One of the requirements is a policy which outlines the circumstances in which the municipality shall provide notice to the public and, if notice is to be provided, the form, manner and times in which notice shall be given.

Staff regularly review current policies to ensure they meet current legislation. It is recommended that this policy rescind and replace the existing 2003 policy.

Analysis

Municipal Act, 2001

At the time that the Municipal Act, 2001, came into effect, the new legislation removed several mandatory notice requirements and put the onus on municipalities to develop policies to lay out the circumstances of providing notice to

the public. The intent being that municipalities can determine how best to ensure the public is aware of matters being considered by their local Councils. With the understanding that local circumstances could mean public notice policies may, and perhaps should, differ from one municipality to another.

An example of a previous public notice requirement in the repealed Municipal Act relating to changes with highways:

300.(1) Before passing a by-law for stopping up, altering, widening, diverting, selling or leasing a highway or for establishing or laying out a highway,

- a) notice of the proposed by-law shall be published at least once a week for four successive weeks, and in the case of a village or of a township with a population of less than 40,000, shall be posted up for at least one month in six of the most public places in the immediate neighbourhood of the highway or proposed highway; and
- b) the council shall hear any person who claims that the person's land will be prejudicially affected by the by-law and who applies to be heard.

The removal of the specific legislated public notice requirement related to closing a road should not be assumed to mean that the province no longer saw the need for public notice in various situations, instead the change to the overall framework of the legislation was intended to acknowledge that municipalities could determine how best to provide such notice within their own communities.

In the 20 years since its adoption, the Municipal Act, 2001, has also seen amendments which removed certain legislated public notice requirements (e.g. budget adoption, fees and charges), again, not necessarily because public notice is not seen as valuable, but because the province recognizes that municipalities can make decisions in the best interests of their own communities and local circumstances.

For example, currently there is no legislated requirement to provide public notice to change the composition of a local municipal council, but there is a legislated notice and public meeting requirement for an upper-tier municipality to change the composition of its council. It is up to a local municipality to then determine if it is reasonable to provide public notice and hold a public meeting if it were to consider changes to its council composition, and if it is determined to be reasonable, then identify how and when such notice would be provided.

Other Public Notice Requirements

There continue to be a variety of laws and regulations which mandate specific notice requirements for municipalities. Various pieces of legislation (e.g. the Planning Act, the Building Code Act) provide detailed notice requirements related to municipal decision-making processes. The proposed policy confirms that these legislative provisions apply and will be followed but does not restate such notice requirements.

Key Portions of the Policy:

- The Municipality will continue to use the municipal website as the public outlet source for notices to generate annual budget savings by eliminating advertising costs associated with publishing notices in the newspaper.
- Confirms the opportunity for members of the public to speak to or submit correspondence regarding the matter being considered for some actions (e.g. changing the name of a private road).

Link to Strategic/Master Plan

6.6 Modernizing Services

Financial Impacts/Source of Funding/Link to Procurement Policy

There are no direct financial implications associated with the report or draft policy. Although, the carrying out of the notice requirements may incur costs that would already be accounted for in the appropriate operating or capital budgets.

Approved by: Emily Dance, Chief Administrative Officer

Policy

1

Section: 1.0 Administration

Policy: Public Notice Policy

Policy By-Law: XX-2025

Date: January 27, 2025 Revision:

Policy Statement:

The Municipality of Arran-Elderslie encourages accountability and transparency through the establishment of a public notice policy that promotes public participation in the democratic process.

Legislative Authority:

Section 270 of the Municipal Act, 2001 (the "Act") requires that all municipalities adopt a policy with respect to the circumstances in which the Municipality shall provide notice to the public, and if notice is to be provided, the form, manner and times notice shall be given.

Contents:

1. Purpose

The Public Notice Policy provides the framework for circumstances in which the Municipality provides notice to the public and the form, manner, and times notice shall be given.

The Municipality shall adhere to statutory notice to the public required by any legislation.

The Municipality shall adhere to notice requirements established by municipal policies and by-laws, unless Council directs other forms of notice that Council considers adequate for specific matters.

This policy does not apply to public relations materials including advertising, posters, brochures, or event program advertisements.

2. Definitions

Chief Administrative Officer shall mean the Chief Administrative Officer of The Corporation of the Municipality of Arran-Elderslie;

Clerk shall mean the Municipal Clerk of The Corporation of the Municipality of Arran-Elderslie;

Council shall mean the Council of the Municipality of Arran-Elderslie;

Legislation shall include acts or statutes, orders, and regulations;

Meeting shall have the same meaning as defined in the *Municipal Act, 2001*;

Municipality shall mean The Corporation of the Municipality of Arran-Elderslie;

Notice shall mean an announcement containing information about a future event;

Website shall mean the Municipality of Arran-Elderslie's official website at www.Arran-Elderslie.ca

Responsibility

It is the responsibility of the appropriate Department Head in conjunction with the Clerk to ensure notice requirements applicable to their department are met.

The Clerk for the Municipality shall be responsible for receiving complaints and/or concerns related to this policy.

5. Procedure/ Policy

5.1. Notice to the public shall be provided in the circumstances and in the form, manner, and times as follows: (a) All circumstances set out and, in the form, manner, and times as set out in Appendix "A", attached;

(b) If required by any legislation, in the form, manner, and times as prescribed by the legislation;

(c) If required by another by-law, in the form, manner, and times as set out in said by-law;

(d) If directed by Council, in the form, manner, and times as specified by Council;
or

(e) In the circumstances where, in the opinion of the Clerk, notice is reasonable and necessary, in the form, manner, and times as determined by the Clerk.

5.2. No additional notice shall be required for subsequent meetings where a matter has been deferred or referred to a subsequent meeting by the Council or a Committee of the Council unless additional notice is required by legislation.

5.3. The notice requirements under this policy are minimum requirement and the Clerk may give notice in an extended manner, if in the opinion of the Clerk, the extended manner is reasonable and necessary in the circumstances.

5.4. Where any of the form, manner, or times of notice are not specified in Appendix "A", legislation, or by-law, or where Council directs that notice be given, or the Clerk determines that notice shall be given, the form, manner, and times of the public notice shall be determined by the Clerk.

5.5. If a matter arises, which in the opinion of the Chief Administrative Officer, in consultation with the Mayor, that could affect the health or well-being of the residents of the Municipality, or if a State of Emergency is declared, or if so advised by a provincial ministry, the notice requirements of this by-law may be waived and the Clerk shall make every effort to provide as much notice as is reasonable.

5.6. Notice of Council and Committee Meetings

5.6.1. Notice for Council and Committee of Council meetings shall be given as per the Municipality of Arran-Elderslie Procedural By-law.

5.7. Accessibility

5.7.1. Council supports accessible public notice for municipal matters which may not otherwise be prescribed to encourage public participation and ensure that the public has the opportunity to make submissions, attend and/or request to appear as a delegate before Council and/or committees of Council.

5.7.2. Under the Customer Service Standard of the Accessibility for Ontarians with Disabilities Act (AODA), service providers must notify customers about temporary service disruptions. Temporary service disruptions happen when services that customers with disabilities might rely on are temporarily unavailable.

5.8. Limitations

5.8.1. Nothing in the policy shall prevent the Municipality from exceeding the notice provisions as set out in this policy.

6. Form, Manner of Notice

Unless otherwise prescribed, notice to the public given under this section shall contain the following information:

- a) A general description of the matter;
- b) The relevant section of the *Municipal Act, 2001* and/or regulations, if applicable;
- c) The date, time and place of the meeting at which the matter will be considered; if applicable
- d) Where the matter relates to specific lands, sufficient information regarding the location such as the municipal address, legal description or map;
- e) Contact information and deadlines for submitting written comments or registering as a delegation;
- f) Contact information for obtaining more information or clarification on the matter; and,
- g) Contact information for obtaining the notice in an accessible manner

PUBLIC NOTICE REQUIREMENTS

Municipal Act Section	Action	Form, Manner & Times Notice to be Given
11	Changing the Name of a highway	Notice to be posted on the website 14 days prior to the Council meeting at which the matter will be considered and an opportunity is provided for members of the public to speak to or submit correspondence regarding the matter.
34	Permanently Closing a Highway	<p>One notice sent by registered mail to the last known address of the affected property owner(s), a minimum of 14 days before the Council meeting to consider the enactment of a bylaw to close or permanently alter a highway when such closure or permanent alteration would deny access to a property.</p> <p>Notice to be posted on the website 14 days prior to the Council meeting at which the matter will be considered and an opportunity is provided for members of the public to speak to or submit correspondence regarding the matter.</p>
48	Changing the Name of a Private Road	<p>Mail Notice of Intent to all persons who abut the affected private road prior to passing of bylaw.</p> <p>Notice to be posted on the website 14 days prior to the Council meeting at which the matter will be considered and an opportunity is provided for members of the public to speak to or submit correspondence regarding the matter.</p>
150	Passing or Amending a Licencing By-law	Notice to be posted on the website 14 days prior to the Council meeting at which the matter will be considered and an opportunity is provided for members of the public to speak to or submit correspondence regarding the matter.
187	Passing or amending a by-law to change the name of the Municipality	Notice to be posted on the website 14 days prior to the Council meeting at which the matter will be considered and an opportunity is provided for members of the public to

		<p>speak to or submit correspondence regarding the matter.</p>
217	<p>Passing or amending a by-law to change the composition of Council</p>	<p>Notice to be posted on the website 14 days prior to the Council meeting at which the matter will be considered and an opportunity is provided for members of the public to speak to or submit correspondence regarding the matter.</p>
290	<p>Adopt all or part of a budget</p>	<p>Notice to be posted on the website 14 days prior to the Council meeting at which the matter will be considered and an opportunity is provided for members of the public to speak to or submit correspondence regarding the matter.</p>
391	<p>Passing or amending a by-law establishing a fee or charge</p>	<p>Notice to be posted on the website 14 days prior to the Council meeting at which the matter will be considered and an opportunity is provided for members of the public to speak to or submit correspondence regarding the matter.</p>
<p>Section 7(7) (8), Ontario Building Code Act Section 1.9.1.2(1), O. Reg 332/12, Building Code</p>	<p>Building Code Change of Fees</p>	<p>7(7) The notice of proposed changes in fees must contain the prescribed information, including information about the public meeting, and must be given in the prescribed manner. (8) The public meeting concerning proposed changes in fees must be held within the period specified by regulation before the regulation, by-law or resolution to implement the proposed changes is made. O. Reg 332/12 1.9.1.2 (1) Before passing a by-law or resolution or making a regulation under clause 7 (1) (c) of the Act to introduce or change a fee imposed for applications for a permit, for the issuance of a permit or for a maintenance inspection, a principal authority shall, (a) hold the public meeting required under subsection 7 (6) of the Act, (b) ensure that a minimum of 21 days notice of the public meeting is given in accordance with Clause (c), including giving 21 days notice to every person and organization that has, within five years before the day of the public meeting, requested that the principal authority provide the person or organization with such notice and has provided an address for the notice, (c) ensure that the notice under Clause (b), (ii) is sent by regular mail to the last address provided by the</p>

<p>Development Charges Act – Section 10(4)</p>	<p>Development Charges – Before By-law Passed – Background Study</p>	<p>person or organization that requested the notice in accordance with Clause (b). The Council shall ensure that a development charge background study is made available to the public at least 60 days prior to the passing of the development charge by-law and until the by-law expires or is repealed by posting the study on the website of the municipality or, if there is no such website, in the municipal office.</p>
<p>Development Charges Act – Section 12 (1)</p> <p>Section (1) O.Reg.82/98</p>	<p>Development Charges – Before By-law Passed</p>	<p>12 (1) Before passing a development charge by-law, the Council shall, (a) hold at least one public meeting; (b) give at least 20-days notice of the meeting or meetings in accordance with the regulations; and (c) ensure that the proposed by-law and the background study are made available to the public at least two weeks prior to the meeting or, if there is more than one meeting, prior to the first meeting. 1997, c. 27, s. 12 (1). From O. Reg. 82/98 9 (1) The notice of the public meeting the Council is required to give under clause 12 (1) (b) of the Act shall be given in one of the following ways: 1. To every owner of land in the area to which the proposed by-law would apply, by personal service, fax or mail. 2. By publication in a newspaper that is, in the clerk's opinion, of sufficiently general circulation in the area to which the proposed by-law would apply to give the public reasonable notice of the meeting.</p>
<p>Development Charges Act</p> <p>Section 13(1) (2) (3) (4), Development Charges Act</p> <p>Section 10(2) (4) O. Reg 82.98</p>	<p>Appeal of By-law</p>	<p>13 (1) The clerk of a municipality that has passed a development charge by-law shall give written notice of the passing of the by-law, and of the last day for appealing the by-law, which shall be the day that is 40 days after the day the by-law is passed. (2) Notices required under this section must meet the requirements prescribed in the regulations and shall be given in accordance with the regulations (3) Every notice required under this section must be given not later than 20 days after the day the by-law is passed. (4) A notice required under this section shall be deemed to have been given, (a) if the notice is by publication in a newspaper, on the day that the publication occurs; (b) if the notice is given by mail, on the day that the notice is mailed. O. Reg. 82/98 10 (2) Notice shall be given in one of the following ways: 1. By</p>

personal service, fax or mail to every owner of land in the area to which the by-law applies. 2. By publication in a newspaper that is, in the clerk's opinion, of sufficiently general circulation in the area to which the by-law applies to give the public reasonable notice of the passing of the by-law.

10 (4) In addition to the notice under subsection (2), notice shall be given, by personal service, fax or mail, to the following:

1. To every person and organization that has given the clerk of the municipality a written request for notice of the passing of the by-law and has provided a return address.
2. In the case of a by-law passed by the council of a lower-tier municipality, to the clerk of the upper tier municipality that the lower-tier municipality is in.
3. In the case of a by-law passed by the council of an upper tier municipality, to the clerks of the lower-tier municipalities within the upper tier municipality.
4. To the secretary of every school board having jurisdiction within the area to which the by-law applies.

O. Reg. 82/98, s. 10 (4); O. Reg. 513/20, s. 2.

Business Improvement Areas

Establishing By-law

Section 210 (1) Municipal Act

210 (1) Before passing a by-law... notice of the proposed by-law shall be sent by prepaid mail to the board of management of the improvement area, if any, and to every person who, on the last returned assessment roll, is assessed for rateable property that is in a prescribed business property class which is located, (a) where the improvement area already exists, in the improvement area and in any geographic area the proposed by-law would add to the improvement area; and (b) where a new improvement area would be created by the proposed by-law, in the proposed improvement area.

Business Improvement Areas

Repeal Establishing By-law

Section 211 (1) (3) Municipal Act

211 (1) Council shall give notice in accordance with subsection 210 (1) of a proposed by-law to repeal a bylaw under subsection 204 (1) if the municipality has received, (a) a resolution from the board of management requesting the repeal; or (b) a request for the repeal signed by persons who are responsible for at least one-third of the taxes levied for purposes of the general local municipality levy on rateable property in all prescribed business property classes in the

		improvement area. (3) Council shall give the notice within 60 days after receiving the resolution or request.
Proposal to Restructure the Municipality Section 173(3) the Municipal Act	A municipality or local body in a geographic area may, subject to subsection (2), make a restructuring proposal to restructure municipalities and unorganized territory in the geographic area by submitting to the Minister a restructuring report.	173 (3) Before the council of a municipality votes on whether to support or oppose a restructuring proposal, the council shall or may, as applicable, do the following things when the proposal is being developed or after it is developed: 1. Council shall consult with the public by giving notice of, and by holding, at least one public meeting. 2. Council shall consult with such persons or bodies as the Minister may prescribe. 3. Council may consult with such other persons and bodies as the municipality considers appropriate.
Composition of Council of Local Municipality Section 217 the Municipal Act	A local municipality may change the composition of its council subject to the rules noted in Section 217 (1).	No Notice required.
Establishment of Wards (prior to dividing or dissolving wards) Section 222 the Municipal Act	A municipality may divide or re-divide the municipality into wards or dissolve existing wards.	No notice required, but Council may provide notice on the website and other social media as they wish.
Establishment of Wards (after dividing or dissolving wards) Section 222(3) the Municipal Act	A municipality may divide or re-divide the municipality into wards or dissolve existing wards.	222 (3) Within 15 days after a by-law described in subsection (1) is passed, the municipality shall give notice of the passing of the by-law to the public specifying the last date for filing a notice of appeal under subsection (4).
Procedure By-laws for Council Meetings Section 238(2) the Municipal Act	Establishing or amending a procedure by-law	238 (2) Every municipality and local board shall pass a procedure by-law for governing the calling, place and proceedings of meetings (2.1) The Procedure by-law shall provide for public notice of meetings.
Drinking Water Annual Reports	The owner of a drinking water system shall ensure that an annual	11 (3) In the case of the following drinking water systems, the annual report must cover the period from January 1 to December 31 in

Section 11(3) (10), O. Reg. 170/03, Drinking Water Systems	report is prepared in accordance with this section.	a year and must be prepared not later than February 28 of the following year: 1. Large municipal residential systems. (10) If a large municipal residential system serves more than 10,000 people, the owner of the system shall ensure that a copy of every report prepared under this section is available to the public at no charge on a website on the Internet.
Publication of Audited Financial Statements Section 295(1), Municipal Act	Audited Financial Statements	295 (1) Within 60 days after receiving the audited financial statements of the municipality for the previous year, the treasurer of the municipality, (a) shall publish in a newspaper having general circulation in the municipality, (i) a copy of the audited financial statements, the notes to the financial statements, the auditor's report and the tax rate information for the current and previous year as contained in the financial review, or (ii) a notice that the information described in subclause (i) will be made available at no cost to any taxpayer or resident of the municipality upon request; and (b) may provide the information described in subclause (a) (i) or (ii) to such persons and in such other manner as the treasurer considers appropriate.
Public Auction for the Seizure of Personal Property Section 351(8), Municipal Act	Seizure of Personal Property	351 (8) The treasurer or the treasurer's agent shall give the public notice of the time and place of the public auction and of the name of the person whose personal property is to be sold.



Staff Report

Council Meeting Date: January 27, 2025

Subject: SRCLK.2025.03 – Council Mid-term Appointments

Report from: Christine Fraser-McDonald, Clerk

Attachments: Schedule "A" – Mid-term Appointments

Recommendation

Be It Resolved that Council hereby approves Report SRCLK.2025.03 – Council Mid-term Appointments;

And that _____ and _____ be appointed the Chesley and Area Joint Fire Board;

And that _____ be appointed as an alternate for the Chesley and Area Joint Fire Board.

And further that a by-law be passed to bring force and effect to these appointments.

Background

The Municipality of Arran-Elderslie is committed to increasing meaningful and substantive representation by focusing on activities that will promote engagement with a diversity of communities and Council members to serve as members on municipal committees, boards, sub-committees, as well as external boards.

Analysis

The Municipality has many boards and committees that members of Council and the public have been appointed to.

Since the initial appointment in 2022, there have been changes to committees and/or the member that has been appointed to that particular committee. Staff recommend that a by-law be prepared indicating mid-term appointments to recognize the changes and new working groups created.

It should be noted that there is a new Joint Fire Services Agreement between Arran-Elderslie and the Township of Chatsworth. This was approved by the Board on September 24, 2024, and subsequently ratified by By-law 56-2024 on November 12, 2024 by Arran-Elderslie Council.

Section 3 of the Shared Services Agreement states the following:

- **Responsibilities of the Board**

- (a) The Board shall be composed of:

- (i) two (2) Members of Arran-Elderslie Council;

- (ii) two (2) Members of Chatsworth Council; and

- (iii) if a member is absent from a meeting of the Board, an alternate may be appointed as an acting member for all purposes of that meeting.

Currently, the Arran-Elderslie members are Mayor Hammell (Chair), Councillor Hampton and Councillor Dudgeon. Council will need to determine what members will remain on the Fire Board as well as appointing an alternate.

Link to Strategic/Master Plan

6.5 Engaging People and Partnerships

Financial Impacts/Source of Funding/Link to Procurement Policy

There are no financial implications with this report.

Approved by: Emily Dance, Chief Administrative Officer

Schedule A to By-law XX-2025 Appointment By-law

Committees of Council	Appointee(s)
Chesley Community Working Group	<ul style="list-style-type: none"> • Councillor Darryl Hampton • Councillor Peter Steinacker • Jeff Irwin • Dave Tedford • Kate Grieve • Gina Dionne • Kristen Sweiger • Dan Foxcroft • Allison Lancaster
Tara Community Working Group	<ul style="list-style-type: none"> • Councillor Peter Steinacker • Deputy Mayor Shaw • Dave Tedford • Krista Gill • Brett McMullen • Ken Thornburn • Karen Kerker • Brett McMullen
Arran-Elderslie Accessibility, Diversity, Inclusion and Equity Advisory Committee	<ul style="list-style-type: none"> • Deputy Mayor Shaw • Sandra Crockard • Katherine Hutton • Whitney Bonnett • Joan Denomy
Paisley Firehall Subcommittee	<ul style="list-style-type: none"> • Councillor Dudgeon • Deputy Mayor Shaw • Councillor Penner
Chesley and Area District Fire Board	<ul style="list-style-type: none"> • Mayor Hammell • Councillor Hampton • Councillor Dudgeon

Appointment to Local Boards/Committees	
Grey Sauble Conservation Authority	<ul style="list-style-type: none"> • Deputy Mayor Shaw
Saugeen Valley Conservation Authority	<ul style="list-style-type: none"> • Councillor Penner
Saugeen Mobility & Regional Transit	<ul style="list-style-type: none"> • Deputy Mayor Shaw
Bruce Area Solid Waste Recycling	<ul style="list-style-type: none"> • Councillor Nickason
South Bruce OPP Detachment Board	<ul style="list-style-type: none"> • Councillor Penner
Multi-Municipal Energy Working Group	<ul style="list-style-type: none"> • Councillor Dudgeon • Councillor Nickason • Mark Davis
Physician Recruitment & Retention Committee	<ul style="list-style-type: none"> • Councillor Hampton • Councillor Penner

Staff Report

Council Meeting Date: January 27, 2025

Subject: CAO.2025-03 Tara BESS Project – Information

Report from: Emily Dance, Chief Administrative Officer

Attachments:

Recommendation

Be It Resolved that Council hereby receives for information Report CAO.2025-03 - Tara BESS Project Information.

Background

The Independent Electricity Systems Operator (IESO) is responsible for managing the flow of electricity across Ontario and ensuring its reliability. It also oversees Ontario's electricity markets by driving competition to maintain affordability.

In 2022 in response to increased demand from expanding electrification the IESO led the largest energy storage procurement ever in Canada, known as the “E-LT1” and the “LT1” Request for Proposals, which resulted in 26 proposed principal use Battery Energy Storage System (BESS) projects throughout the province with a total capacity of 2,916 megawatts.

As part of the LT1 Request for Proposal (RFP), projects were required to obtain a Municipal Support Resolution (MSR) from Municipal Councils. A Municipal Support Resolution is the mechanism by which the IESO authorizes municipal governments to endorse energy projects that “align with their strategic goals and priorities”. They are general in nature and do not preclude projects from having to meet municipal regulatory requirements or obtain any municipal development approvals or permits.

On August 14, 2023 (amended on October 23, 2023) Council passed an MSR for Shift Solar, Grey Owl (now known as [Tara BESS](#)) Storage Project for a 400 MW Long-Term Electricity Battery Storage Facility at 39 Concession 4 in Arran-Elderslie.

The resolution's sole purpose was to enable the Proponent to receive rated criteria points under LT1 RFP or to satisfy its obligations under any awarded LT1 Contract

and it may not be used for the purpose of any other form of approval in relation to the Project or for any other purpose.

In May 2024, Tara BESS was awarded a 20-year energy storage contract by the IESO through the IESO's Long-term 1 (LT1) RFP procurement.

Tara BESS provided a project update to Council on [December 9, 2024](#) as well an update to County of Bruce Council on [January 9, 2025](#).

A public open house was planned for January 21, 2025 at the Tara Community Centre from noon until 2 p.m. and 6 to 8 p.m.

Analysis

As noted, the Municipal Support Resolution does not approve the project. The Proponent must meet additional obligations listed in their contract including a Class Environmental Assessment (EA) for Transmission Facilities which requires:

- Aquatic Habitat Assessment
- Ecological Land Classification and Vegetation Surveys
- Breeding Bird Surveys
- Breeding Amphibian Surveys
- Bat Habitat Assessment (Maternity Roost Surveys)
- Noise Impact Assessment
- Archaeological Assessment
- Agricultural Impact Assessment

Additionally, as part of their contract, the proponent will require Project Permits and Approvals for:

- Environmental Compliance Approval for Stormwater
- Species-at-Risk*
- Environmental Activity Sector Registration (noise)
- Archaeology Clearance Letter
- Approved Soil and Excess Materials Management Plan*
- Ontario Endangered Species Act Sec.17 approval*
- Regulation 41/24 Approval from Grey Sauble Conservation Authority

Land Use Planning

Battery Energy Storage Systems (BESS) are classified into two categories:

- o principal use
- o accessory use

Energy storage systems are considered principal uses when the activity of drawing, storing, and discharging electricity is main function of the site and they are typically sited close to the transmission and distribution networks for ease of connection to supply electricity to the grid. These are commonly built as outdoor storage facilities with rows of individual storage containers that look like shipping containers. Once constructed, they require only routine maintenance and can be monitored remotely.

BESS, as an accessory use, supports one or more buildings as well as utility installations such as a substation. They serve to supplement the specific power needs of a site and also provide energy resiliency in the event of power outages. BESS are also well-suited to handle the intermittent nature of renewable energy generation facilities such as wind and solar farms.

For the Tara BESS project an amendment to the County of Bruce Official Plan and the Arran-Elderslie Comprehensive Zoning By-law is required to address BESS as a principal use, which is proposed to connect to the electrical transmission or distribution grid network by a regulated utility or a third-party.

As part of the process, Tara BESS will be required to submit a flood plain study to the satisfaction of Grey Sauble Conservation Authority and the County of Bruce, an Archaeological Assessment to the satisfaction of Saugeen Ojibway Nation, an agricultural impact assessment, hazard monitoring plan, a screening/fencing plan, justification report and a few others.

The project will also be under Site Plan Control, where the Municipality will have the opportunity to request further reports including a Community Engagement Plan, Emergency and Fire Safety Plan, Community Benefit Agreement, Municipal Access Agreement, and Decommissioning Plan.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

There are no financial impacts associated with this report.

Approved by: Emily Dance, Chief Administrative Officer



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

By-law 09-2025

Being a By-law to adopt the Commemorative Tree and Bench Policy

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 the Council of the Corporation of the Municipality of Arran-Elderslie considers it appropriate and proper to adopt the Commemorative Tree and Bench Policy; and

WHEREAS Council passed Resolution 11-01-2025 adopting the Commemorative Tree and Bench Policy.

NOW THEREFORE the Council of the Corporation of the Municipality of Arran-Elderslie enacts as follows:

1. That the Commemorative Tree and Bench Policy, attached here to as Schedule "A", is hereby adopted.
2. That Schedule "A" forms part of this by-law.
3. That this By-law shall come into force and take effect upon receiving the final passing thereof.

Read a first and second time this 27th day of January, 2025.

Read a third time and finally passed this 27th day of January, 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald



Policy

Section: 1.0 Administration

Policy: Commemorative Tree and Bench Policy

Policy By-Law: 09-2025

Date: January 27, 2025

Revision:

Coverage:

The policy outlines the Municipality's responsibilities and process for evaluating applications for dedications, as well as the installation and maintenance of commemorative trees, benches, and their associated plaques in parks, along trails and in open spaces owned by the Municipality. It does not apply to lands leased to others for whatever purpose or lands leased from others for park purposes.

Policy Statement:

The Corporation of the Municipality of Arran-Elderslie recognizes that residents often wish to dedicate items within the Municipality's green spaces in commemoration and celebration of cherished moments, events and people. For this reason, the Municipality has established the following policy. The policy provides an opportunity for commemoration by permitting, subject to certain specific conditions, the donation of a tree or park bench in conjunction with dedication plaque.

The purpose of the Commemorative Tree and Bench Policy is to outline the process and parameters for the dedication of trees and benches with commemorative plaques in the Municipality of Arran-Elderslie.

Legislative Authority:

The Municipal Act, 2001, 5.0.2001, c.25

Contents:

1.0 Definitions

1. Donation refers to the participation in the Tree and Bench Commemorative Policy through the gifting of funds to the Municipality for the installation of a commemorative tree or bench dedication.

2. Plaque refers to a plate of metal that would be attached to a bench or installed adjacent to a commemorative tree planting, bearing commemorative text.

2.0 Responsibilities

The Municipality shall:

1. Oversee all matters related to purchase, installation and maintenance of commemorative trees and benches and plaques.
2. Maintain a list of suitable locations for tree and bench dedications, as well as suitable tree species.
3. Repair or replace damaged plaques on benches or trees in accordance with the section below on maintenance.
4. Review, approve, and oversee the application process.
5. Respond to reported damage of a plaque on a bench or tree and coordinate necessary repairs or replacement subject to the discretion of the Municipality. See section below on maintenance.
6. Maintain the minimum donation amount (annually) through Fees and Charges By-law.
7. Maintain a record of dedications and maintain a list of all tree and bench dedication locations.

3.0 General

3.1. Plaques and Wording

1. Subject to the other provisions of this policy, plaques for benches and trees may be donated by individuals, organizations, or corporations with requested wording for plaques subject to review and acceptance by the Municipality.
2. Approximate size of plaques will be 12 x 20 cm (5 x 8 inches).
3. The lettering on the plaques must be: Sans Serif font; Mixed case – not all capitals; and High tonal contrast with background of plaque.
4. The wording on plaques shall be generally a maximum of five lines of text, and approximately 35 characters per line, including spaces, subject to approval by the Municipality
5. In general, wording will not be permitted if it:
 - Would bring the image of the Municipality in disrepute;
 - Uses profane, vulgar or sexually suggestive language as determined by the Clerk in their sole and unfettered discretion;
 - Mentions, whether expressly or by reasonable inference, tobacco, alcohol, cannabis or any controlled substances, or the use of tobacco, alcohol, cannabis or any controlled substances;
 - Indicates political affiliation;
 - Would be considered discriminatory, derogatory or offensive based on one of the protected grounds as set out in the Human Rights Code or other similar grounds;
 - Represents a proprietary brand or is any kind of marketing or form of promotion;
6. A commemorative plaque can be removed by the Municipality at any time if it is deemed to have contravened item 5.

3.2. Trees

1. New tree plantings may only occur at locations approved by staff.
2. Trees must be a variety which is contained on the list of species approved by the Municipality.
3. Donations may be made for the Municipality's purchase of trees with or without dedication plaques. Applicants donating funds for a tree dedication will receive a certificate from the

Municipality recognizing the donation.

4. Dedication plaques will be fixed to a metal stake in the ground and located adjacent to the tree.

3.3. Bench

1. New bench installations may only occur at locations approved by the staff.
2. Donations may be made for the Municipality's purchase of benches with or without dedication plaques. Applicants donating funds for a bench dedication will receive a certificate from the Municipality recognizing the donation.
3. Plaques will be fixed to the backrest of a park bench.
4. Commemorative benches will be installed on a poured concrete base.
5. Bench size and style will be determined by the Municipality on an annual basis. Donors may be offered a choice of colours if available.
6. Benches may be removed seasonally for snow removal and maintenance.

3.4. Installation Timing and Capacity

1. Trees will be planted in the spring of each year. Applications received after May 1st will be planted/installed in the following year.
2. Benches will be installed in the summer. Applications received after June 1st may be installed the following year.
3. The Facilities, Parks, and Recreation Department and Public Works Department will plan to accommodate a maximum number of installations each season based on staffing resources. Applications will be reviewed on a first come first serve basis.
4. The Municipality reserves the right to pause applications should it be determined that there are no available locations for commemorative dedications or if there is a backlog of tree/bench dedication installations.

3.5. Location Considerations

1. Priority location(s) for the installation of new trees and bench dedications will be considered annually where staff deem a significant need exists to ensure efficient delivery of the policy while limiting unwarranted future maintenance and replacement costs.
2. The Municipality will update lists of the available tree planting locations.
3. The Municipality may consider requests from applicants for alternative or non-priority locations for the installation of new tree and bench dedications. Approval of these requests will be at the discretion of the Municipality to ensure the proposed locations are appropriate. The approval of alternative locations may be subject to additional fees to cover the additional staffing time to coordinate, install and water alternative locations.
4. Locations for tree plantings and bench installations must not interfere with active sport facilities, design parameters intended to reduce crime, affect the growth habit of existing trees, or interfere with maintenance operations and installation schedules.

3.6. Costs

1. Minimum Donation amounts for the Municipality's purchase of trees/benches and other costs related to plaques and pedestals will be established annually through the Municipality's Fees and Charges By-law.
2. The Minimum Donation amounts for this policy will be structured to reflect full cost recovery, where possible, and the additional staff time required to plant, install and maintain benches and trees.
3. All purchasing and installation shall be completed by the Municipality. Due to concerns associated with risk management, maintaining quality and safety of product and installation,

and in the case of trees the potential for disease and infestation, substitution by other providers, contractors, or do-it-yourself work shall not be permitted.

4.0 Maintenance

1. All items installed under this policy become the property of the Municipality and are subject to the maintenance and warranty provisions of this section. It shall be the responsibility of the Municipality to maintain the facilities supplied under this policy.
2. Cremains, memorial wreaths, flowers, or any other items in the vicinity of any tree or bench is prohibited and any such items will be removed.
3. All trees, and benches that have been installed as part of the Municipality's Tree and Bench Commemorative Policy will be subject to manufacture/supplier warranties. If during the warranty period a tree, or bench fails or is the subject of vandalism or damage, the Municipality shall replace and/or relocate any trees or benches at no cost to the donor. The Municipality may choose to replant trees or relocate benches to an alternative location to avoid future vandalism or damage. Plaques will not be covered by warranty and may be replaced at the applicant's expense.
4. Commemoration will be observed for a minimum of 10 years. After this time, Municipality staff shall make every effort to contact the donor who may then apply to have the bench or plaque replaced at cost.
5. Should circumstances arise, such as safety concerns or park redevelopment, that require a dedicated tree or bench to be removed by the Municipality, then staff shall make every effort to contact the donor and relocate or replant a tree or bench at an alternative location.

6.0 Future Commemorative Opportunities

This policy does not preclude the potential for the Municipality to develop additional commemorative opportunities. For example, a monument wall or art piece for the purposes of accommodating multiple dedication plaques at landmark locations.

7.0 Donation and Receipts for Income Tax Purposes

1. Donations received by the Municipality to purchase and install trees and benches on Municipality-owned property may be eligible for Official Donation Receipts for Income Tax Purposes ("Donation Receipts") to be issued to the individual providing the donation, in the year the donation was received and subject to the Canada Revenue Agency guidelines.
2. Donation Receipts will be in the amount of the donation received less the cost of the plaque and pedestal (collectively called the "Advantage" on the Donation Receipt), unless this cost is nominal (less than \$75 or as listed by the Canada Revenue Agency)
3. If the Advantage exceeds 80% (or a different amount prescribed by the Canada Revenue Agency) of the donation amount, no Donation Receipt will be issued.
4. Donations will be allocated directly to the Dedications Reserve.



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

By-law 10-2025

Being a By-law to Amend the Fees and Service Charges for 2025

WHEREAS Section 5(3) of the *Municipal Act, 2001, c .25*, as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9, shall be exercised by By-Law; and

WHEREAS Section 391(1) of the *Municipal Act, 2001, c .25*, as amended, authorizes a municipality to impose fees or charges on any class of persons,

- a) for services or activities provided or done by or on behalf of it;
- b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- c) for the use of its property including property under its control; and

WHEREAS Section 398 (1) of the *Municipal Act, 2001, c .25*, as amended, provides that fees and charges imposed by a municipality or local board on a person constitute a debt of the person to the municipality or local board, respectively; and

WHEREAS Section 398 (2) of the *Municipal Act, 2001, c .25*, as amended, authorizes the treasurer of a local municipality to add fees and charges imposed by the municipality or local board, to the tax roll for the real property for which the owner or owners are responsible for paying the fees and charges; and

WHEREAS Section 69 (1) of the *Planning Act, 1990, c. P13*, as amended provides that a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated costs to the municipality or committee of adjustment in respect of the processing of each type of application provided for in the tariff; and

WHEREAS Section 7 of the *Building Code Act, 1992, c. 23*, as amended, empowers Council to pass certain by-laws respecting construction, demolitions, change of use, transfers of permits, inspections and the setting and refunding of fees; and

WHEREAS Council of The Corporation of the Municipality of Arran- Elderslie deems it expedient to establish a Fees and Charges By-law.

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

1. That the fee structure and general fees for various departments and organizations of the Municipality of Arran-Elderslie shall be attached hereto and shall form part of this By-law:

Schedule A	Administration Fees
Schedule B	Licensing Fees
Schedule C	Works Service Charges
Schedule D	Merchandise
Schedule E	Paid Parking Fees
Schedule F	Planning & Development Fees
Schedule G	Cemetery Fees
Schedule H	Solid Waste/Bag Tag/Landfill Fees
Schedule I	Recreation Fees
Schedule J	Trailer Park Fees
Schedule K	Fire Department Fees
Schedule L	Water and Sewer Fees
Schedule M	Treasure Chest Museum Fees
Schedule N	Building Permit Fees

2. That this By-law repeals and replaces By-law 67-2024.
3. THAT this By-law shall come into full force and effect upon receiving the final passing thereof.

Read the first and second time this 27th day of January 2025.

Read a third time and finally passed this 27th day of January 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald

**2025
FEES AND CHARGES**

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**Approved by Bylaw 67-2024 - December 9, 2024
Repealed By-Law 67-2024 - January 27, 2025
Amended by By-Law 10-2025 - January 27, 2025**

Schedule A - Administration Fees

Interest will be charged at 2% per month after 30 days from the date the fee was incurred. Unpaid accounts will be sent to collections after 90 days.

The Municipality reserves the right to respond to any certificate request after being given a 48 hour notice period. Any response required to a certificate request within 48 hours of notice being given shall be subject to a fee of exactly double the applicable fee.

In the event of a billing error on behalf of the Municipality, the Municipality reserves the right to limit the recourse to a maximum of three years from when the error occurred.

DESCRIPTION	FEE	HST	TOTAL
Animal Control			
Animal Reclaim & Administration Fee - per animal plus shelter fees	\$97.85	\$12.72	\$110.57
Animal Shelter Fees - actual costs charged to the Municipality by shelter plus animal reclaim and administration fee	Actual Costs	Applicable to Actual Costs	Actual Costs plus HST
Animal Removal & Seizure - including, but not limited to investigation, vet, transportation, holding, fee etc.	Actual Costs	Applicable to Actual Costs	Actual Costs plus HST
Certification of any document such as Commissioning or Swearing a previously prepared affidavit - does not include Photocopying.	9.12	\$1.19	\$10.31
Faxes (sending or receiving) - First Page	\$2.28	\$0.30	\$2.58
- Each Additional Page	\$1.14	\$0.15	\$1.29
Fence View Charge - per visit - plus Municipal Mileage Rate	\$87.55 plus mileage	Exempt	\$87.55 plus mileage
Freedom of Information Request	\$5.00	Exempt	\$5.00
Information Search Fee - Per Hour	\$36.05	Exempt	\$36.05
Information Search Fee for Records 6 years and older	\$103.00	Exempt	\$103.00
NSF Cheque Fee	\$41.20	Exempt	\$41.20
Parking Ticket Administration Fee	\$31.90	\$4.15	\$36.05
Photocopies (each) - Minimum Charge \$1.00	\$0.50	\$0.07	\$0.57
Septic Compliance Letter	\$103.00	Exempt	\$103.00
Septic Reinspection Fee	\$226.60	Exempt	\$226.60
Tax Certificate	\$52.00	Exempt	\$52.00
- Within 48 Hours	\$77.00	Exempt	\$77.00

Schedule A - Administration Fees

DESCRIPTION	FEE	HST	TOTAL
Printed Tax Confirmation - Account History or Property Tax Bill Reprint - Per Year Per Year Researched	\$5.00	Exempt	\$5.00
Information archived - Per Year Researched Minimum charge \$20.00	\$5.00	Exempt	\$5.00
File Retrieval Fee for Records Over 6 Years Old	\$103.00	Exempt	\$103.00
Tile Loan Inspection Fee	\$92.70	Exempt	\$92.70
Zoning Compliance Confirmation - Residential	\$103.00	Exempt	\$103.00
- Commercial/Industrial/Institutional	\$155.00	Exempt	\$155.00
- Farm (With Nutrient Management)	\$227.00	Exempt	\$227.00
If Required in Less Than 48 Hours, Additional	\$175.00	Exempt	\$175.00
Commenrative Bench - Minimum Donation	\$1,000.00	Exempt	\$1,000.00
Commmorative Tree - Minimum Donation	\$2,000.00	Exempt	\$2,000.00

Schedule B - Licensing Fees

DESCRIPTION	FEE	HST	TOTAL
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Dog and Kennel Licensing Fees

Neutered or Spayed Dog from January 1st to March 31st	\$15.00	Exempt	\$15.00
Neutered or Spayed Dog from April 1st to December 31st	\$25.00	Exempt	\$25.00
New to Municipality within the calendar year - Neutered or Spayed Dog	\$15.00	Exempt	\$15.00
Kennel License - More than three dogs subject to the provisions of By-Law 29-2024	New	\$360.50	\$46.87
	Renewal	\$180.25	\$23.43
Guide, Service, Working or Police Dogs shall be licenced, but no fee is required for such dog. Proper documentation is required at time of registration.			
Replacement Tags	\$5.00	Exempt	\$5.00

Failure to register will result in \$50.00 administration fee added to tax bill;

Lottery Licenses

Lottery Licenses - 3% of Prize Value, Minimum	\$10.00	Exempt	\$10.00
Break Open Tickets - 3% of Prize Value, Minimum	\$12.00	Exempt	\$12.00
Hawkers and Peddlers (Per Calendar Year or Part)	\$113.55	Exempt	\$113.55

Other Licenses

Informal Group Home Licence Fee	\$750.00	Exempt	\$750.00
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Schedule C - Works Service Charges

DESCRIPTION	FEE	HST	TOTAL
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Entrance Permits & Culverts

Culvert supplied by Municipality	Actual Cost 15%	+	Applicable to Actual Costs	Actual Cost + 15%
Entranceway Permit	\$250.00		Exempt	\$250.00
Refundable Entranceway Deposit	\$310.00		Exempt	\$300.00
911 Number Creation with Sign or Replacement Sign	\$78.00		Exempt	\$78.00
911 Sign and Post - New or Replacement	\$103.00		Exempt	\$103.00
Entranceway without Permit	\$556.00		Exempt	\$556.00

Other Fees

Refundable Road Cut Deposit (certified cheque)	\$1,500.00		Exempt	\$1,500.00
Road Crossing Fee	\$248.00		Exempt	\$248.00
Sale of Salt per Cubic Tonne Actual cost for salt and trucking plus 10%	\$92.49		\$12.02	\$104.51
Sale of Winter Sand, per Cubic Tonne, with salt, plus 10%	\$21.49		\$2.79	\$24.28
Grading, Per Hour Including Operator and Machine	\$145.53		\$18.92	\$164.45
Street Sweeper, Per Hour Including Operator and Machine	\$145.53		\$18.92	\$164.45

**2025
FEES AND CHARGES**

Schedule D - Merchandise

DESCRIPTION	FEE	HST	TOTAL
Blue Boxes	\$17.70	\$2.30	\$20.00
Pin - Unless for promotional purposes Pin shipped within Ontario	\$1.99 \$8.85	\$0.26 \$1.15	\$2.25 \$10.00
Bruce County 911 Books	\$8.85	\$1.15	\$10.00
History Books	\$4.42	\$0.58	\$5.00
T-Shirts	\$13.27	\$1.73	\$15.00
Hats	\$17.70	\$2.30	\$20.00

Schedule E - Paid Parking Fees

DESCRIPTION	FEE	HST	TOTAL
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**Chesley - Municipal Lot #6
Paisley - Arena #5 & Post Office
Tara - Yonge St. N #4**

Overnight Parking Permit - Monthly	\$88.50	\$11.50	\$100.00
Overnight Parking Permit - Annual	\$398.23	\$51.77	\$450.00

Chesley Riverside Park #28

Overnight Parking Permit - Monthly	\$48.67	\$6.33	\$55.00
Overnight Parking Permit - Annual	\$243.36	\$31.64	\$275.00

Other Parking Related Fees

Impound - Daily Storage Fee	\$22.12	\$2.88	\$25.00
Towing Charges - Cost + 15% Administration + Applicable Taxes			

Schedule F - Planning & Development Fees

DESCRIPTION	FEE	HST	TOTAL
Cash in Lieu of Parking Agreement - Applicant responsible for registration, title search and any legal and professional consultant costs	\$750.00	Exempt	\$750.00
Cash in Lieu of Parking - Per Space	\$1,500.00	Exempt	\$1,500.00
Parkland Dedication Residential Severance Application Other Severance Application	\$750.00 As per Law 48-2024	Exempt By- Exempt	\$750.00

Agreements

Development Agreement - Applicant responsible for registration, title search and any legal and professional consultant costs	\$1,000.00	Exempt	\$1,000.00
Development Agreement Deposit Minor Application Intermediate Application Major Application (Balance to be refunded)	\$2,000.00 \$5,000.00 \$10,000.00		
Subdivision Agreement - Applicant responsible for registration, title search and any legal and professional consultant costs	\$2,500.00	Exempt	\$2,500.00
Subdivision Agreement Deposit Minor Application Intermediate Application Major Application (Balance to be refunded)	\$2,000.00 \$5,000.00 \$10,000.00		
Encroachment/Easement Agreement - Application per Agreement Applicant also responsible for Registration, Title Search and any Legal and Professional Consultant Costs	\$750.00	Exempt	\$750.00
Release of Subdivision Agreement -full or partial	\$500.00	Exempt	\$500.00
Site Plan Control Agreement - Applicant responsible for registration, title search and any legal and professional consultant costs	\$1,000.00	Exempt	\$1,000.00

**2025
FEES AND CHARGES**

DESCRIPTION	FEE	HST	TOTAL
Site Plan Control Agreement Deposit Minor Application Intermediate Application Major Application (Balance to be refunded)	\$2,000.00 \$5,000.00 \$10,000.00		
Deeming Bylaw	\$750.00	Exempt	\$750.00
Holding Provision Removal	\$750.00	Exempt	\$750.00
Other Agreement including but not limited to: Temporary Use Agreement Municipal Access Agreement Limited Service Agreement	\$750.00	Exempt	\$750.00

Schedule G - Cemetery Fees

DESCRIPTION	FEE	HST	TOTAL
Single Grave			
Land	\$741.60	\$96.41	\$838.01
Care and Maintenance (40% of total)	\$494.40	\$64.27	\$558.67
Total Per Grave	\$1,236.00	\$160.68	\$1,396.68
Columbarium - Centre - Lower Two Rows - Tara			
Niche	\$1,030.00	\$133.90	\$1,163.90
Care and Maintenance (15% of total)	\$181.77	\$23.63	\$205.40
Total	\$1,211.77	\$157.53	\$1,369.30
Columbarium - Centre - Upper Four Rows - Tara			
Niche	\$1,236.00	\$160.68	\$1,396.68
Care and Maintenance (15% of total)	\$218.12	\$28.36	\$246.48
Total	\$1,454.12	\$189.04	\$1,643.16
Columbarium - Centre - Chesley			
Niche	\$1,030.00	\$133.90	\$1,163.90
Care and Maintenance (15% of total)	\$181.77	\$23.63	\$205.40
Total	\$1,211.77	\$157.53	\$1,369.30
Columbarium - Wall 1 - Chesley			
Niche	\$1,663.45	\$216.25	\$1,879.70
Care and Maintenance (15% of total)	\$293.55	\$38.16	\$331.71
Total	\$1,957.00	\$254.41	\$2,211.41
Columbarium - Engraving			
Initial Niche Door Engraving	\$350.00	\$45.50	\$395.50
Additional engraving including second date	\$250.00	\$32.50	\$282.50
Interments			
Mon to Fri 7 am to 4 pm			
Adult	\$772.50	\$100.43	\$872.93
Child - One to Twelve Years of Age	\$412.00	\$53.56	\$465.56
Infant - Under One Year of Age	\$206.00	\$26.78	\$232.78
Cremation	\$412.00	\$53.56	\$465.56
Double Cremation	\$515.00	\$66.95	\$581.95
Columbarium (2nd Niche Opening Only)	\$206.00	\$26.78	\$232.78
Full Burial With Cremation Burial	\$824.00	\$107.12	\$931.12
Disinterment Columbarium (Replace Door)	\$206.00	\$26.78	\$232.78
Additional After Hour Charges			
Full Burial Mon to Fri after 4 pm - Additional	\$618.00	\$80.34	\$698.34
Full Burial Sat by 12 noon - Additional	\$618.00	\$80.34	\$698.34
Cremation Mon to Fri after 4 pm - Additional	\$309.00	\$40.17	\$349.17
Cremation Sat by 12 noon - Additional	\$309.00	\$40.17	\$349.17
Columbarium Mon to Fri after 4 pm - Additional	\$309.00	\$40.17	\$349.17
Columbarium Sat by 12 noon - Additional	\$309.00	\$40.17	\$349.17

Schedule G - Cemetery Fees

DESCRIPTION	FEE	HST	TOTAL
<u>Cremation Garden (Hillcrest Only)</u>			
Land	\$120.00	\$15.60	\$135.60
Care and Maintenance	\$175.00	\$22.75	\$197.75
Opening	\$250.00	\$32.50	\$282.50
Engraving	\$350.00	\$45.50	\$395.50
Total Per	\$895.00	\$116.35	\$1,011.35
Disinterment of Regular Burial	\$1,339.00	\$174.07	\$1,513.07
Disinterment of Cremated Remains	\$618.00	\$80.34	\$698.34
Lowering Device & Greens Rental	\$128.75	\$13.00	\$141.75
<u>Mortuary Fees</u>			
Mortuary Storage Fee Burial in Arran-Elderslie	\$128.75	\$16.74	\$145.49
Mortuary Storage Fee Burial Elsewhere	\$257.50	\$33.48	\$290.98
<u>Monument Fees</u>			
Flat	\$100.00	\$13.00	\$113.00
Upright Under 4 Feet	\$200.00	\$26.00	\$226.00
Upright Over 4 Feet	\$400.00	\$52.00	\$452.00
<u>Administration Fees</u>			
Transfer of Ownership	\$103.00	\$13.39	\$116.39
Municipal Burial Permit Fee	\$20.00	Exempt	\$20.00
Internment/Inurnment Arrangement without Funeral Director	\$206.00	\$26.78	\$226.00

Schedule H - Solid Waste/Landfill Fees

The Municipality has an agreement in place with Ontario Electronic Stewardship whereby they dispose of the e-waste at no charge (By-Law 62-09). Should this arrangement change, the Municipality reserves the right to use the published fee grid and review at such time for appropriateness of the fee structure. A similar arrangement exists with respect to used tires, with the Ontario Tire Stewardship.

DESCRIPTION	FEE	HST	TOTAL
Asbestos - Digging and Burial	\$250.00	Exempt	\$250.00
Demolition Material - not cleaned or sorted Per tonne (\$.264/kg)	\$264.00	Exempt	\$264.00
Domestic -per Bag Tag Households	\$3.50	Exempt	\$3.50
Resellers	\$3.25	Exempt	\$3.25
Garbage Pick Up- Local Improvements	\$112.00	Exempt	\$112.00
Landfill Opening -Outside Regular Operating Hours -Plus Hourly Operator Rate -Plus Applicable Tipping Fees	\$142.00	Exempt	\$142.00
Landfill Minimum Charge	\$10.30	Exempt	\$10.30
Litter or Garbage Cleaned up on Municipal Property from littering (Open Landfill & Refuse 1 tonne minimum charge)	\$273.00	Exempt	\$273.00
Non-payment of Tipping Fees	\$50.00	Exempt	\$50.00
Mattress (All Sizes)	\$25.00	Exempt	\$25.00
Refrigerators, Freezers and Air Conditioners -With MOE Tag Attached Indicating No Freon	\$0.00	Exempt	\$0.00
Refrigerators, Freezers and Air Conditioners -Without MOE Tag Attached (May Have Freon) -Per Unit	\$36.05	Exempt	\$36.05
Refuse Garbage - Sorted Tonnage (\$.132/kg)	\$132.00	Exempt	\$132.00
Tires	\$0.00	Exempt	\$0.00
Tires on Rim or Soiled Tires	\$5.00	Exempt	\$5.00
Upholstery Furniture per unit	\$15.50	Exempt	\$15.50
Agricultural Bale Wrap - Only white bale wrap will be accepted			
-Baled	\$0.00	Exempt	\$0.00
-Unbaled - Tonnage (\$.132/kg)	\$132.00	Exempt	\$132.00

Schedule I - Recreation Fees

Cancellation/Refund Policy: In the cases where a contract is signed between the Municipality and the user, the cancellation/refund provisions in the contract will prevail. In all other cases, refunds will not be issued, except where a medical or health-related preclusion can be demonstrated. In those cases, if alternative arrangements cannot be agreed upon, an administration fee of 25% of the full amount will apply and be withheld from any refund.

DESCRIPTION	FEE	HST	TOTAL
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Billboard Rental

Arenas			
Large 3 x 8 section (includes printing)	\$562.96	\$73.19	\$636.15
Wall Advertising, 3 x 4 section	\$135.27	\$17.60	\$152.87
In-Ice Logo - mesh inlay (one year term)	\$811.59	\$105.52	\$917.11
Ice Resurfacers Logo (machine wrap, minimum 3 yr	\$1,155.66	\$150.25	\$1,305.91

Community Guide Advertisement

Business Card Size	\$84.45	\$10.98	\$95.43
1/4 Page	\$129.55	\$16.84	\$146.39
1/2 Page	\$168.77	\$21.94	\$190.71
Full Page	\$281.43	\$36.59	\$318.02

Arena and Facility Rentals

Arena Floor Per Hour	\$63.81	\$8.30	\$72.11
Arena Floor (i.e. auction) -Three Day Rental	\$1,187.00	\$154.31	\$1,341.31
Arena Floor Set-up			
Tara - Maximum Capacity 800	\$799.07	\$103.86	\$902.93
Tara Stag & Doe (Arena floor to a max of 500 ppl)	\$612.54	\$79.61	\$692.15
Paisley - Maximum Capacity 800	\$799.19	\$103.87	\$903.06
Paisley Stag & Doe (Arena floor to a max of 500 ppl)	\$612.54	\$79.61	\$692.15
Chesley - Maximum Capacity 1000	\$1,008.04	\$131.03	\$1,139.07
Chesley Stag & Doe (Arena floor to a max of 500	\$749.42	\$97.42	\$846.84
Arena Space (i.e. Third Party Program Providers) -Per Hour	\$15.44	\$2.02	\$17.46
Kitchen Fee	\$65.72	\$8.54	\$74.26
Canteen Monthly Rent - Chesley (monthly)	\$53.05	\$6.90	\$59.95
Canteen Monthly Rent - Paisley (monthly)	\$53.05	\$6.90	\$59.95
Canteen Monthly Rent - Tara (monthly)	\$53.05	\$6.90	\$59.95
Canteen Monthly Rent - Tara Pavillion (monthly)	\$53.05	\$6.90	\$59.95
Canteen - Tara Pavillion (daily)	\$18.78	\$2.44	\$21.22

Schedule I - Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
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Community Centres

Coffee Urn (offsite rental, \$100 deposit required)	\$18.23	\$2.37	\$20.60
Table rental, per (Off Site Only, Wooden Tables)	\$9.12	\$1.19	\$10.31
Chair rental, per (Off Site Only)	\$2.74	\$0.35	\$3.09
Table wrap per full roll per part roll	Cost + 10% Cost + 10%	Applicable Applicable	
Picnic Table Rental, Per Table (community events only, pending availability)	\$40.00	\$5.20	\$45.20
Additional Staff - Rate Per Employee per hour (4 hour minimum charge)	\$38.68	\$4.60	\$43.28

Chesley

Auction Sale (resident one-day)	\$417.69	\$54.30	\$471.99
Auction Sale (transient/non-resident one-day)	\$793.21	\$103.12	\$896.33
Board Room (capacity 30) AE Non-profit meeting rate - up to 4 hours - more than 4 hours (max 8 hours)	\$57.00 \$72.87 \$95.29	\$7.41 \$9.47 \$12.39	\$64.41 \$82.34 \$107.68
Community Centre (capacity 325) Licensed Unlicensed	\$563.80 \$289.59	\$73.29 \$37.66	\$637.09 \$327.25
Community Centre - Drop In Rate (Adult/Youth) Community Centre - Drop in Rate (Senior)	\$3.54 \$2.65	\$0.45 \$0.34	\$4.00 \$3.00
Curling Club (capacity 500) Licensed Unlicensed	\$749.42 \$553.77	\$97.42 \$71.99	\$846.84 \$625.76

Paisley

Auction Sale (resident one-day)	\$302.85	\$39.37	\$342.22
Auction Sale (transient/non-resident one-day)	\$477.80	\$62.11	\$539.91

Schedule I - Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
Community Centre (capacity 122)			
Licensed	\$371.10	\$48.24	\$419.34
Unlicensed	\$178.11	\$23.15	\$201.26
Community Centre - Drop In Rate (Adult/Youth)	\$3.66	\$0.47	\$4.13
Community Centre - Drop in Rate (Senior)	\$2.74	\$0.36	\$3.00
Curling Club (capacity 450)			
Licensed	\$612.54	\$79.63	\$692.17
Unlicensed	\$440.69	\$57.29	\$497.98
Lounge (capacity 30)	\$66.61	\$8.66	\$75.27

Tara

Arkwright Hall	\$61.80	\$8.03	\$69.83
Auction Sale (resident one-day)	\$336.24	\$43.71	\$379.95
Auction Sale (transient/non-resident one-day)	\$521.95	\$67.85	\$589.80
Committee Room (capacity 77)			
Licensed	\$163.50	\$21.26	\$184.76
Unlicensed	\$133.47	\$17.35	\$150.82
Community Centre (capacity 210)			
Licensed	\$405.42	\$52.70	\$458.12
Unlicensed	\$210.52	\$27.37	\$237.89
Meeting Rate - AE non profit (2 hours)	\$57.00	\$7.41	\$64.41
Meeting (Up to 4 Hours , Max 30 People)	\$72.87	\$9.47	\$82.34
Meeting (Up to 8 Hours , Max 30 People)	\$95.29	\$12.39	\$107.68
Curling Club (capacity 450)			
Licensed	\$612.54	\$79.63	\$692.17
Unlicensed	\$440.69	\$57.29	\$497.98

Pavilions

Chesley, Paisley or Tara (per day) **includes DS Pavilion, but no key	\$56.06	\$7.29	\$63.35
Kinsmen Pavilion, Chesley (per day, licensed)	\$273.19	\$35.51	\$308.70
Kinsmen Pavilion, Chesley (per day, unlicensed, with	\$112.13	\$14.58	\$126.71
Kinsmen Pavilion Cleaning/Key Deposit	\$100.00	EXEMPT	\$100.00

Schedule I - Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
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Recreational & Sporting Activities

Ball Diamond Rentals

Group-Adult Game or Practice Without Lights	\$43.24	\$5.61	\$48.85
With Lights	\$52.81	\$6.84	\$59.65
Minor Sports Game or Practice Without Lights	\$29.39	\$3.83	\$33.22
With Lights	\$34.81	\$4.53	\$39.34
Tournament - Adult - Per Day (Without Lights)	\$173.19	\$22.51	\$195.70
Tournament - Adult - Per Day (With Lights)	\$216.52	\$28.15	\$244.67
Tournament - Youth - Per Day (Without Lights)	\$102.79	\$13.36	\$116.15
Tournament - Youth - Per Day (With Lights)	\$121.86	\$15.84	\$137.70
Diamond Rental - Not dragged, lined and no lights	\$20.00	\$2.60	\$22.60
Ball Clinic - Indoor (minimal setup)	\$121.86	\$15.84	\$137.70
Diamond Lights Left On Fee	\$100.00	\$13.00	\$113.00

Ice Fee Rentals (All Arenas)

Ice Rental Fees seasonally applied are effective as of September 1, 2025

Ice Rental, Per Hour Prime (5pm-12am, Mon-Fri, weekends)	\$153.88	\$20.00	\$173.88
Non-Prime (8am-5pm, Mon-Fri)	\$90.74	\$11.80	\$102.54
Figure Skating/Broomball	\$103.22	\$13.42	\$116.64
Arran-Elderslie Minor Sports	\$108.94	\$14.16	\$123.10
Out of Town Minor Sports	\$141.83	\$18.44	\$160.27
Grey Bruce Highlanders/TCDMHA	\$125.48	\$16.31	\$141.79
Sponsored Ice Rental (skate open to public) (Hockey tournaments include 1 day use of community centre and kitchen)	\$67.99	\$8.84	\$76.83
Use of Room with Ice Rent(Max 30 People Max 2hrs)	\$24.65	\$3.20	\$27.85
School Skating (9:00am to 3:00pm) (School rate for schools within Arran-Elderslie)	\$39.45	\$5.13	\$44.58
Holiday Rate (clinic/school/tournament excluded)	\$80.00	\$10.40	\$90.40
Double header Facility Rates: Boardroom - AAA Double Headers/Meetings	\$0.00	\$0.00	\$0.00
Boardroom - Max 4 Hours	\$74.34	\$9.66	\$84.00
Hall - Max 4 Hours	\$97.19	\$12.63	\$109.82

Schedule I - Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
Same Day Booking Rate	\$46.95	\$6.09	\$53.04
Public Skating / Drop-in per single admission	\$3.54	\$0.46	\$4.00
per family admission	\$7.96	\$1.04	\$9.00

Soccer Fields

Per Game	\$39.46	\$5.14	\$44.60
Per Day	\$139.14	\$18.10	\$157.24
Horse Ring Rental	\$149.25	\$19.40	\$168.65

Swimming Pool Fees - Tara and Chesley

Pool - Public Swimming

Single Admissions			
Youth 2 - 17 yrs	\$3.55	\$0.45	\$4.00
Adult 18+ yrs	\$4.43	\$0.57	\$5.00
Family (immediate members only)	\$10.62	\$1.38	\$12.00

Season Pass			
Youth 2 - 17 yrs	\$77.48	\$10.07	\$87.55
Adult 18+ yrs	\$95.72	\$12.43	\$108.15
Family (immediate members only)	\$168.63	\$21.92	\$190.55

Hourly Pool Rental - includes minimum of 2 lifeguards			
Chesley (max capacity 90)	\$88.78	\$11.54	\$100.32
Tara (max capacity 77)	\$88.78	\$11.54	\$100.32

Certificated programs exclude HST for participants 14 years of age and younger. If participants are over 14 years of age, please add 13% HST.

Proof of age is required.

Sessions are two weeks in length for lessons, eight weeks in length for programs

Pool - Instructional Lessons

** Every THIRD REGISTRATION IS \$20 OFF

Aquafit - Drop In	\$5.97	\$0.78	\$6.75
Aquafit - Summer Rate	\$84.07	\$10.93	\$95.00
Aquafit - 10 Class Pass	\$44.25	\$5.75	\$50.00
Private Lessons, per session Includes 10 daily lessons Registration	\$156.71	\$20.37	\$177.08

Schedule I - Recreation Fees

DESCRIPTION	FEE	HST	TOTAL
Group / School (per, min 30 participants) Registration	\$62.74	Exempt	\$62.74
Preschool (under 5 yrs old) Registration	\$73.98	Exempt	\$73.98
Swimmer (Ages 3-5) Registration	\$73.98	Exempt	\$73.98
Swimmer (1 to 4) (Age 6+) Registration after	\$73.98	Exempt	\$73.98
Swimmer (5 to 8) Registration	\$79.13	Exempt	\$79.13
Swimmer (9 to 10) Registration	\$82.76	Exempt	\$82.76

Summer Day Camps (July and August, excluding Statutory holidays)

Daily, Mon - Fri ***3rd Child (less 10% of equal or lesser number of days)	\$37.14	Exempt	\$37.14
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Insurance Fees

Non-Sporting Event or Occasion - No Alcohol

Insurance Fees are based on the rate given by Municipal Insurance Provider	Actual	Applicable	Actual
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Non-Sporting Event or Occasion - Alcohol

Insurance Fees are based on the rate given by Municipal Insurance Provider	Actual	Applicable	Actual
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**A listing eligible and non-eligible Non-Sporting Events or Occasions is available from Municipal Staff

Sporting Event or Activities

Insurance Fees are based on the rate given by Municipal Insurance Provider	Actual	Applicable	Actual
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**A listing of eligible and non-eligible sporting events as well as the low and medium risk profiles is available from Municipal Staff

**2025
FEES AND CHARGES**

Schedule J - Trailer Park Fees

DESCRIPTION	FEE	HST	TOTAL
Full Service			
Seasonal - Riverfront	\$2,041.71	\$265.42	\$2,307.13
Seasonal - Other	\$1,526.71	\$198.47	\$1,725.18
Monthly	\$694.29	\$90.26	\$784.55
Weekly	\$264.52	\$34.39	\$298.91
Daily	\$52.19	\$6.78	\$58.97
May 1 to Weekend After Thanksgiving			
Hydro/Water Only			
Seasonal	\$1,272.45	\$165.42	\$1,437.87
Monthly	\$598.92	\$77.86	\$676.78
Weekly	\$224.95	\$29.24	\$254.19
Daily	\$45.67	\$5.94	\$51.61
Victoria Day Weekend to Thanksgiving			
Transient No Services - Daily - Trailer	\$29.02	\$3.77	\$32.79
Transient No Services - Daily - Tent	\$19.34	\$2.51	\$21.85
Winter Storage			
-Trailer, Deck, Shed	\$266.05	\$34.59	\$300.64
Deck, Shed, Other Property	\$53.05	\$6.90	\$59.95
-October 15-May 15			
Moving from one lot to another, if re-sodding or other clean-up required	\$53.05	Exempt	\$53.05
Clean-out	\$10.61	Exempt	\$10.61
Lot Maintenance Required by Works	Minimum \$40.00 per hour staff fee + Cost of Materials and/or Labour		Minimum \$40.00 per hour staff fee + Cost of Materials and/or Labour

Schedule K - Fire Department Fees

DESCRIPTION	FEE	HST	TOTAL
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Fire Safety

Burn Permit	No Charge		No Charge
Fire Drill Approval and Observation, Per Hour, Minimum 1 Hour	\$95.00	Exempt	\$85.00
Fire Safety Plan Review / Approval, Per Hour, Minimum 1 Hour	\$95.00	Exempt	\$85.00

Letters and Reports

OFC Deficiencies or No Deficiencies Letter	\$128.75	\$16.74	\$145.49
File Search Request Letters	\$128.75	\$16.74	\$145.49
Fire Report - SIR (3rd Party)	\$128.75	\$16.74	\$145.49

Inspections

Fire Safety Inspections - Initial Visit / Consultation	No Charge		No Charge
Fire Safety Inspection (Including Written Report) Per Hour, Minimum 1 Hour	\$125.00	Exempt	\$85.00
Inspections Requiring Outside Agencies	Actual Cost		Actual Cost
Commercial/Industrial/Institutional Multi-Residential/Farm Inspection Per Hour, Minimum 1 Hour	\$128.75	Exempt	\$128.75
Residential Home Inspection (Single Family)	No Charge		No Charge
Residential Inspection (operating a business out of home, such as a daycare) Per Hour, Minimum 1 Hour	\$95.00	Exempt	\$0.00

Incident Response

Fire Department Emergency Response-Insured Perils, Indemnification Technology® Current MTO rate per apparatus, per hour Current MTO rate per apparatus, per half hour Firefighter Current Rate, per hour plus any additional costs for each incident	Actual Actual \$35.05	Exempt Exempt Exempt	Actual Actual \$35.05
For extraordinary expenses - When additional resources are required at a fire or emergency incident and no owner or agent is available to authorize, recovery of costs can be invoiced to the property owner (ie: Excavator, drone, other agencies for assistance)	Invoice will be according to invoice provided by third party	Exempt	Invoice will be according to invoice provided by third party

Schedule K - Fire Department Fees

DESCRIPTION	FEE	HST	TOTAL
Incident Response - Open Air Fire with Permit & Compliant	No Charge		\$0.00
Incident Response - Open Air Fire with or without Current MTO Rate per apparatus, per hour plus any additional costs for each incident	Actual	Exempt	Actual
Current MTO Rate per apparatus, per half hour plus any additional costs for each incident	Actual	Exempt	Actual
Incident Response - Battery Energy Storage System (BESS) Current MTO rate per apparatus, per hour Current MTO rate per apparatus, per half hour Firefighter Current Rate, per hour plus any additional costs for each incident	Actual Actual \$35.05	Exempt Exempt Exempt	Actual Actual \$35.05
Motor Vehicle Accident on Highway 21 Current MTO rate per apparatus, per hour Current MTO rate per apparatus, per half hour Firefighter Current Rate, per hour plus any additional costs for each incident	Actual Actual \$35.05	Exempt Exempt Exempt	Actual Actual \$35.05
Motor Vehicle Fires on Highway 21 Current MTO rate per apparatus, per hour Current MTO rate per apparatus, per half hour Firefighter Current Rate, per hour plus any additional costs for each incident	Actual Actual \$35.05	Exempt Exempt Exempt	Actual Actual \$35.05
Motor Vehicle, Watercraft & Aircraft Accidents & Fires - Other than Highway 21 Current MTO Rate per apparatus, per hour Current MTO Rate per apparatus, per half hour	Actual Actual	Exempt Exempt	Actual Actual
Firefighter Current Rate, per hour plus any additional costs for each incident	\$35.05	Exempt	\$35.05

Other Fire Related Services

Assistance Beyond Normal Requirements or Circumstances	Actual Cost Plus 10%	Exempt	Actual Cost Plus 10%
Decontamination and cleaning of all PPE after Structure Fire or Hazardous Material Call	Actual Costs of all Cleaning and Repair	Exempt	Actual Costs of all Cleaning and Repair
Extinguish controlled Burn Current MTO rate per truck, per hour Current MTO rate per truck, per half hour	Actual Actual	Exempt Exempt	Actual Actual
False Alarms - 2 free per calendar year, thereafter:	\$500.00	Exempt	\$500.00
Fire Watch or Stand By for other outside agencies with apparatus			

Schedule K - Fire Department Fees

DESCRIPTION	FEE	HST	TOTAL
Firefighter Current Rate, per hour plus any additional costs for each incident	\$35.05	Exempt	\$35.05
Current MTO rate per apparatus, per hour	Actual	Exempt	Actual
Current MTO rate per apparatus, per half hour	\$0.00	Exempt	Actual
Fire Watch (Without Apparatus)	Actual Cost Plus 10%	Exempt	Actual Cost Plus 10%
Hazardous Materials Response			
Current MTO rate per truck, per hour	Actual	Exempt	Actual
Current MTO rate per truck, per half hour	Actual	Exempt	Actual
Rent special equipment to determine origin and cause, suppress or extinguish fires, preserve property, prevent fire spread, make property safe	Actual cost for agencies and equipment used	Exempt	Actual cost for agencies and equipment used
Current MTO rate per apparatus, per hour	Actual		Actual
Response Due to Gross Negligence or an Illegal Act			
Current MTO rate per truck, per hour	Actual	Exempt	Actual
Wildland Fires through Carelessness			
Current MTO rate per apparatus, per hour	Actual	Exempt	Actual
Current MTO rate per apparatus, per half hour	Actual	Exempt	Actual
Plus any additional costs for each incident			
If necessary to provide security to maintain continuity of scene during an incident			
Flat Rate per Day 24 hours	\$1,500.00	Exempt	\$1,500.00

Materials and Supplies

Class A Foam Wetting Agent	Actual Cost Plus 10%	Exempt	Actual Cost Plus 10%
Commercial - Lock Box (Hardware only, No	Actual Cost	HST	Actual Cost
Dry Sprinkler Powder Aerosol Unit - DSPA	Actual Cost Plus 10%	Exempt	Actual Cost Plus 10%
Fire Safety Plan Box	Actual Cost	HST	Actual Cost
Other Material Charges	Actual Cost Plus 10%	Exempt	Actual Cost Plus 10%
Smoke Alarm or Carbon Monoxide Detector installation			
Added to taxes + interest, if unpaid after 30 days	\$57.29	\$7.45	\$64.74

Schedule K - Fire Department Fees

DESCRIPTION	FEE	HST	TOTAL
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Training

Fire Extinguisher Training for Employees (Commercial, Industrial & Institutional)	\$10.00 per Person - Minimum \$100 Charge	Exempt	\$10.00 per Person - Minimum \$100 Charge
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Schedule L - Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
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****All fees are effective for all billings after January 1st each year****

A&E Connection and Service Charges			
Bulk Water - per m3 water - Plus Daily Connection Fee - Weekly Connection Fee - Annual Membership, January to December 31	\$5.52 \$59.16 \$118.32 \$362.10	Exempt Exempt Exempt Exempt	\$5.52 \$59.16 \$118.32 \$362.10
Charge to locate, Municipal water service	n/c	n/c	n/c
Charge to locate, inspect, map and number service connection made by contractor (lateral already constructed from main to property line) Water or Sewer	\$499.30	\$64.91	\$564.21
Charge to locate, Private locate charge – not municipal service----- Minimum charge 1 hour, time in excess of 1 hour is extra	\$107.20	\$13.94	\$121.14
Disconnect or Reconnect Fee – Customer Request	\$60.73	Exempt	\$60.73
Disconnect fee – non-payment or after hours request	\$220.10	Exempt	\$220.10
Municipally constructed sewer line from main to property line (does not include locate, inspect, map and number service connection made by contractor) Water or Sewer	\$4,536.03	Exempt	\$4,536.03
Septage disposal of one tank, up to 1,000 gallons	\$977.52	\$127.08	\$1,104.60
Sewer Camera Work - Regular Hours, 2 staff, rate per hour - After Hours and Weekends, 2 staff, rate per hour	\$141.52 \$653.23	\$18.40 \$84.92	\$159.92 \$738.15
Swimming Pools – Filling---Minimum Charge	\$1,066.37	\$138.63	\$1,205.00
Water Meter Read Request	\$72.48	\$9.42	\$81.90
Water Meter Frost Plate	\$88.33	\$11.48	\$99.81
Water meter and backflow prevention device - 3/4" Service	\$671.72	\$87.32	\$759.04
Water meter and backflow prevention device - 1" Service All other meter sized billed at cost + 15% handling/billing	\$998.58	\$129.82	\$1,128.40
Penalty (3x more than annual flat sewer rate) for improper storm water connection. Notice will be given providing one year to disconnect and be inspected by the Municipality or penalty will be applied.	\$2,306.68	Exempt	\$2,306.68

Schedule L - Water and Sewer Fees

Chesley Water Service Area Metered Rates (non-taxable)

Any customer wishing to be charged on a metered basis shall, at the customer's expense, install a water meter. The metered rate shall be the same as the Paisley Water Service Area metered rates.

Chesley Water Service Area Rates (non-taxable)

Minimum rates to be charged on a per unit basis as determined by the assessment roll and/or as amended by a formal review by the Municipality of Arran-Elderslie and added to taxes.

Residential

Single Family Unit	\$757.50	Exempt	\$757.50
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Commercial

Basic and vacant commercial (must apply in writing for this rate)	\$649.32	Exempt	\$649.32
Apartment rate over commercial	\$541.06	Exempt	\$541.06
Board of Education	\$5,708.01	Exempt	\$5,708.01
Car Wash	\$1,352.65	Exempt	\$1,352.65
Cemetery	\$757.50	Exempt	\$757.50
Community Centre/Curling Club	\$9,802.00	Exempt	\$9,802.00
Dealership	\$1,352.65	Exempt	\$1,352.65
Fire Hall	\$692.32	Exempt	\$692.32
Hair Salon only	\$712.05	Exempt	\$712.05
Hospital	\$10,665.57	Exempt	\$10,665.57
Lawn Bowling	\$356.38	Exempt	\$356.38
Long-term Care Home - Per Bed	\$240.47	Exempt	\$240.47
Medical Building	\$1,050.65	Exempt	\$1,050.65
Municipal Building/Theatre/Library	\$691.32	Exempt	\$691.32
Residential Lodgings - Per Bed	\$240.47	Exempt	\$240.47

Schedule L - Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
Residential w/Beauty Shop	\$1,262.52	Exempt	\$1,262.52
Restaurant – Seated Restaurant	\$1,442.84	Exempt	\$1,442.84
Restaurant – Seasonal Take-out	\$541.06	Exempt	\$541.06
Restaurant – Take-out	\$901.69	Exempt	\$901.69
Restaurant – Take-out/Seating Restaurant	\$1,172.34	Exempt	\$1,172.34
Retirement Institution - Per Bed	\$240.47	Exempt	\$240.47
School - Chesley Community School	\$14,422.15	Exempt	\$14,422.15
Service Station	\$649.30	Exempt	\$649.30
Swimming Pool	\$1,628.62	Exempt	\$1,628.62
Trailer Park – 24 sites	\$1,636.19	Exempt	\$1,636.19
Trailer Park Showers/Washrooms	\$1,658.91	Exempt	\$1,658.91
Chelsea Property Holdings Inc. (Plant 1)	\$6,938.67	Exempt	\$6,938.67
Chesley Sewer Service Area Rates (non-taxable)			

Residential

Single family unit	\$576.67	Exempt	\$576.67
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Commercial

Basic or Vacant Commercial(must apply in writing for this rate)	\$494.28	Exempt	\$494.28
Apartment Rate - Over Commercial	\$411.91	Exempt	\$411.91
Bank	\$1,029.71	Exempt	\$1,029.71
Board of Education	\$4,347.86	Exempt	\$4,347.86
Car Wash	\$1,029.71	Exempt	\$1,029.71
Cemetery	\$494.27	Exempt	\$494.27
Crate Design (Plant 1)	\$2,883.20	Exempt	\$2,883.20

Schedule L - Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
Dawson House (basic comm. + 2 apts)	\$1,318.05	Exempt	\$1,318.05
Dealership	\$1,029.71	Exempt	\$1,029.71
Fire Hall	\$526.27	Exempt	\$526.27
Grocery Store	\$1,060.99	Exempt	\$1,060.99
Hair Salon Only	\$542.05	Exempt	\$542.05
Hospital	\$8,119.08	Exempt	\$8,119.08
Hotel Rate - Vacant	\$576.67	Exempt	\$576.67
Lawn Bowling	\$271.28	Exempt	\$271.28
Legion Hall	\$1,060.99	Exempt	\$1,060.99
Long-term Care Home - Per Bed	\$182.68	Exempt	\$182.68
Medical Building	\$799.78	Exempt	\$799.78
Municipal Building/Theatre/Library	\$526.27	Exempt	\$526.27
Post Office	\$888.02	Exempt	\$888.02
Residential Lodgings - Per Bed	\$182.68	Exempt	\$182.68
Residential w/Beauty Shop	\$961.09	Exempt	\$961.09
Restaurant – Seasonal Take-out	\$411.91	Exempt	\$411.91
Restaurant – Seated Restaurant	\$1,098.33	Exempt	\$1,098.33
Restaurant – Take-out	\$686.48	Exempt	\$686.48
Restaurant – Take-out/Seating Restaurant	\$892.41	Exempt	\$892.41
Retirement Institution - Per Bed	\$182.69	Exempt	\$182.69
School - Chesley Community School	\$10,978.71	Exempt	\$10,978.71
Service Station	\$494.28	Exempt	\$494.28

Schedule L - Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
Swimming Pool	\$1,239.77	Exempt	\$1,239.77
Trailer Park – 24 Sites	\$1,245.55	Exempt	\$1,245.55
Trailer Park - Showers/Washrooms	\$1,262.85	Exempt	\$1,262.85
Chelsea Property Holdings (Plant 1)	\$5,281.96	Exempt	\$5,281.96

Chesley, Paisley and Tara Water Service Area Metered Rates (non-taxable)

Annual

Base Water Service Rate (BSR)	\$339.30	Exempt	\$339.30
Rate per Cubic Metre of Water Consumption	\$2.75	Exempt	\$2.75
Other Municipality - Brockton: Paisley Mill Corp			
Annual Base Service Rate	\$678.62	Exempt	\$678.62
Monthly Base Service Rate	\$56.55	Exempt	\$56.55
Rate per Cubic Metre of Water Consumption X 2	\$5.52	Exempt	\$5.52
Damage to water meter equipment, including the removal of exterior equipment and/or interior wiring will not be tolerated. Two warnings will be provided to the property owner after which, further damages will result in the Municipality invoicing the property owner for the applicable size of water meter and require the installation, at the property owner's expense, of a radio read water meter to avoid future problems.	\$1,025.99	133.38	\$1,159.37

Monthly

Base Water Service Rate (BSR)	\$28.27	Exempt	\$28.27
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Paisley Sewer Service Area Rates (non-taxable)

Effective for all billings, the sewer rate for Paisley sewer services shall be a monthly base sewer service rate and a rate per cubic metre of water consumption.

Annual

Base Sewer Service Rate (BSR)	\$369.58	Exempt	\$369.58
Rate per cubic metre of water consumption	\$1.65	Exempt	\$1.65
Other Municipality – (Brockton) McKeeman	\$1,153.32	Exempt	\$1,153.32
Other Municipality - Brockton: Paisley Mill Corp			
Annual Base Service Rate	\$739.17	Exempt	\$739.17
Monthly Base Service Rate	\$61.59	Exempt	\$61.59
Rate per Cubic Metre of Water Consumption X 2	\$3.29	Exempt	\$3.29

Schedule L - Water and Sewer Fees

DESCRIPTION	FEE	HST	TOTAL
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Monthly

Base Sewer Service Rate (BSR)	\$29.90	Exempt	\$29.90
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**Water Service Area Rates
Tara Water Service Area Rates (non-taxable)**

Minimum rates to be charged on a per unit basis as determined by the assessment roll and/or as amended by a formal review by the Municipality of Arran-Elderslie.

Any customer wishing to be charged on a metered basis shall, at the customer's expense, install a water meter. The metered rate shall be the same as the Paisley Water Service Area metered rates.

Residential

Single family unit	\$757.50	Exempt	\$757.50
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Commercial

Churches	\$757.50	Exempt	\$757.50
Dry	\$848.41	Exempt	\$848.41
Wet	\$984.75	Exempt	\$984.75
Dry/Residence	\$803.05	Exempt	\$803.05
Wet/Residence	\$848.41	Exempt	\$848.41
Service Station/Garage	\$848.41	Exempt	\$848.41
Service Station/Car Wash	\$1,313.27	Exempt	\$1,313.27

**Sewer Service Area Rates
Tara Metered Sewer Service Area Rates (non-taxable)**

DESCRIPTION	FEE	HST	TOTAL
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Commercial Dry	\$592.72	Exempt	\$592.72
Commercial Wet	\$642.09	Exempt	\$642.09
Industrial (per cubic metre)	\$1.58	Exempt	\$1.58
Residential Single Family Unit	\$576.67	Exempt	\$576.67

Schedule L - Water and Sewer Fees

Residential Dry	\$592.72	Exempt	\$592.72
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DESCRIPTION	FEE	HST	TOTAL
Residential Wet	\$691.52	Exempt	\$691.52
Churches	\$576.67	Exempt	\$576.67
Service Station/Garage	\$494.27	Exempt	\$494.27
Service Station/Car Wash	\$1,029.73	Exempt	\$1,029.73

Schedule M - Treasure Chest Museum (Paisley) Fees

DESCRIPTION	FEE	HST	TOTAL
Annual Membership Fees - Single	\$16.37	\$2.13	\$18.50
Annual Membership Fees - Family	\$20.80	\$2.70	\$23.50
Group Admission - 10 or more	\$37.17	\$4.83	\$42.00
Single Admission - Adult	BY DONATION		
Single Admission - Student/Senior	BY DONATION		

Schedule N - Building Permit Fees

All Permits Fees are HST exempt.

All Permits carry minimum fee.

Where any work, required by the BCA to have a permit, has commenced prior to the issuance of a Building Permit, the applicable permit fee payable is doubled.

The Municipality does not currently have Development Charges in place.

DESCRIPTION	FEE
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General

Building Permit (minimum fee)	\$130.00
Miscellaneous Inspections, per	\$130.00
Change of Use	\$130.00
Demolition Permit	\$130.00

Residential

Single Family Residence	\$1.55 /sq.ft.
Multiple Residential	\$1.40 /sq.ft.
Additions- With or Without Plumbing	\$1.55 /sq.ft.
Deck or Porch (minimum \$125.00 fee)	\$0.80 sq.ft
Garden Shed	\$125.00
Ancillary Buildings	\$0.50 /sq.ft.
Garage/Shed- Attached or Detached	\$0.75 /sq.ft.
Renovations: (fee/construction value)	4.00 / \$1,000.00
Wood Burning Appliances	\$150.00
Moving Permit	\$210.00
Pool- Above Ground	\$150.00
Pool - In Ground	\$350.00

Sewage Systems

Class 1, 2, 3	\$350.00
Class 4 & 5-New Sewage System	\$600.00
Bed-Tank Replacement/Repair	\$350.00

DESCRIPTION	FEE
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Agricultural

Farm Buildings- with Livestock	\$0.35 /sq.ft.
Farm Buildings- without Livestock	\$0.30 /sq.ft.
Additions	\$0.30 /sq.ft.
Ancillary Buildings	\$0.50 /sq.ft.

**2025
FEES AND CHARGES**

Schedule N - Building Permit Fees

Fabric Structure	\$0.35 /sq.ft.
Manure Storage Tank	\$0.30 /sq.ft.
Silo- Upright or Bin	\$150.00
Silo- Bunker (with Roof)	\$0.30 /sq.ft.
Silo- Bunker (without Roof)	\$0.20 /sq.ft.
Renovation/Structural: (fee/construction value)	12.00/\$1000.00

DESCRIPTION	FEE
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Commercial/Industrial/Institutional

Commercial Buildings	\$0.80 /sq.ft.
Industrial Buildings	\$0.80 /sq.ft.
Institutional Buildings	\$0.80 /sq.ft.
Ancillary Buildings	\$0.50 /sq.ft.
Misc. Renovations/Additions (fee/construction value)	12.00/\$1000.00

Miscellaneous

Repairs/Additions/Renovations (where applicable)	\$225.00
Towers (base and tower) (fee/construction value)	20.00/\$1000.00
Wind Turbines - Per Turbine	\$100,000.00
Tents	\$150.00
Signs (per O.B.C.)(fee/construction value)	14.00/\$1000.00
Other: (fee/construction value)	10.00/\$1000.00

Refunds (where applicable)

If Administrative Functions Only Performed	80%
If Admin and Zoning Functions Only Performed	70%
If Permit has been Issued; No Field Inspections have been	45%
If Permit has been Issued; One Field Inspection has been	30%
For Each Subsequent Field Inspection, After Permit Issued,	5%



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

By-law 12-2025

**Being a By-law to Confirm the Proceedings of the Regular Council Meeting
of the Municipality of Arran-Elderslie held January 27, 2025**

WHEREAS by Section 5(1) of the Municipal Act 2001, S.O. 2001, c. 25, as amended, grants powers of a Municipal Corporation to be exercised by its Council; and

WHEREAS by Section 5(3) of the Municipal Act, S.O. 2001, c.25, as amended, provides that powers of every Council are to be exercised by By-law unless specifically authorized to do otherwise; and

WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Municipality of Arran-Elderslie for the period ending January 27, 2025, inclusive be confirmed and adopted by By-law.

NOW THEREFORE the Council of the Corporation of the Municipality of Arran-Elderslie enacts as follows:

1. The action of the Council of the Municipality of Arran-Elderslie at its Regular Council meeting held January 27, 2025, in respect to each motion and resolution passed, reports received, and direction given by the Council at the said meetings are hereby adopted and confirmed.
2. The Mayor and the proper Officials of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.
3. The Mayor and Clerk, or in the absence of either one of them, the Acting Head of the Municipality, are authorized and directed to execute all documents necessary in that behalf, and the Clerk is authorized and directed to affix the Seal of the Corporation to all such documents.

Read a first and second time this 27th day of January, 2025.

Read a third time and finally passed this 27th day of January, 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald