



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

AGENDA

Monday, March 24, 2025, 9:00 a.m.
Council Chambers
1925 Bruce Road 10, Chesley, ON

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15.	List of Upcoming Council meetings	
	• April 14, 2025	
	• April 28, 2025	
	• May 12, 2025	
	• May 26, 2025	

Moved By : Councillor Penner

Seconded By: Deputy mayor Shaw

Whereas: The development of the Paisley Inn apartment building, located between Mill Drive and Rowe Street, is nearing completion and is anticipated to increase traffic flow

in the area; and

Whereas: The increased traffic from the building's parking lot, accessible from both Mill Street and Rowe Street, poses potential challenges to traffic flow and safety, particularly at the intersection of Rowe Street/Queen Street and Mill Drive/Queen Street due to limited visibility; and

Whereas: The anticipated increase in residential and commercial activity, including potential businesses within the Paisley Inn, will necessitate additional on-street parking; and

Whereas: Converting Mill Drive and Rowe Street from two-way to one-way traffic may improve traffic flow, enhance safety, and create opportunities for additional on-street parking; and

Whereas: The upcoming sidewalk construction associated with the Paisley Inn development presents an opportune time to consider and implement potential traffic flow changes;

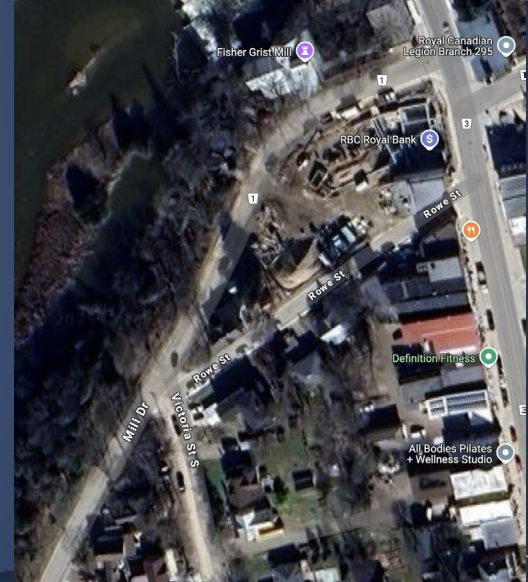
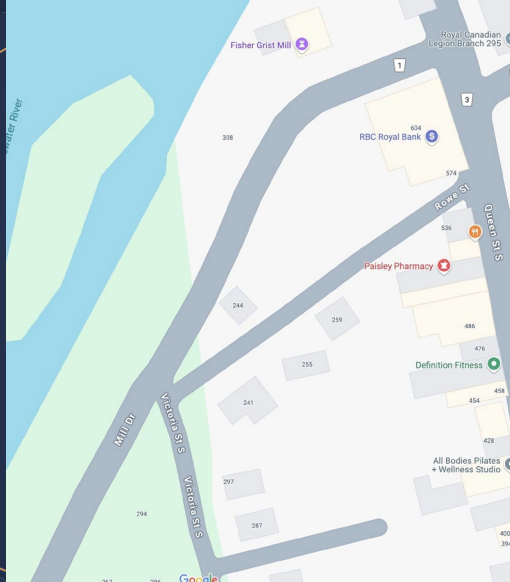
Therefore, be it resolved that:

Council directs staff to provide a high-level report to investigate the feasibility and potential benefits and financial considerations of converting Mill Drive and Rowe Street from two-way to one-way traffic, with particular attention to:

- Traffic flow and safety impacts, especially at the intersection of Rowe Street and Queen Street and Mill Drive and Queen Street
- The potential for creating additional on-street parking spaces, including the possibility of designated overnight parking rentals.
- The integration of any traffic flow changes with the planned sidewalk construction.
- The direction of the proposed one-way traffic on each street.

AND FURTHER direct staff engage with the County of Bruce regarding impacts on the County Road.

Motion for Traffic Study: Rowe Street & Mill Drive, Paisley



Photos are taken from Google Maps

Rowe Street and Mill Drive (County Road 1) converge with Queen Street (County Road 3) in the centre of Paisley. Rowe Street, a narrow residential street, typically features on-street parking along its south curb. Mill Drive, a wider thoroughfare, accommodates parking primarily along its north side. Between these two streets is the construction site of the Paisley Inn, a significant development of a 36-unit apartment building and two street-level storefronts along Queen Street. The Royal Bank of Canada is situated at the north corner of Rowe Street and Queen Street. Currently, both Rowe Street and Mill Drive operate as two-way traffic streets.

Purpose of this Motion:

This motion seeks to initiate a thorough discussion and feasibility study regarding the potential conversion of both Rowe Street and Mill Drive into one-way traffic streets. The primary objectives are to:

- **Enhance intersection safety:** Address the existing challenges and improve safety at the intersections of Rowe Street/Queen Street and Mill Drive/Queen Street.
- **Expand on-street parking:** Create additional parking capacity along Mill Drive and Rowe Street to accommodate increased demand.
- **Optimize traffic flow:** Facilitate smoother traffic flow, particularly concerning vehicles entering and exiting the Paisley Inn's parking lot and the intersections of Rowe Street and Mill Drive into Queen Street
- **Recognizing Bruce Counties jurisdiction over Queen Street (Hwy 3) and the impact of a change on our side roads on the County Road**



Photo taken from Invizij.ca
<https://invizij.ca/project/paisley-inn-apartments/>



County Road 3 (Queen Street) and County Road 1
(Mill Drive)



County Road 3 (Queen Street) and Rowe Street



Rowe Street Facing East toward Queen

Images taken from Google Maps



Mill Drive facing west away from Queen Street

Mill Drive is a County Road



Moved By : Councillor Penner

Seconded By: Deputy Mayor Shaw

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Whereas: The increased traffic from the building's parking lot, accessible from both Mill Drive and Rowe Street, poses potential challenges to traffic flow and safety, particularly at the intersection of Rowe Street/Queen Street and Mill Drive/Queen Street due to limited visibility; and

Whereas: The anticipated increase in residential and commercial activity, including potential businesses within the Paisley Inn, will necessitate additional on-street parking;
and

Whereas: Converting Mill Drive and Rowe Street from two-way to one-way traffic may improve traffic flow, enhance safety, and create opportunities for additional on-street parking; and

Whereas: The upcoming sidewalk construction associated with the Paisley Inn development presents an opportune time to consider and implement potential traffic flow changes;

Therefore, be it resolved that:

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- The integration of any traffic flow changes with the planned sidewalk construction.
- The direction of the proposed one-way traffic on each street.

AND FURTHER direct staff engage with the County of Bruce regarding impacts on the County Road.



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

MINUTES

Monday, March 10, 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
 Steve Tiernan - Fire Chief
 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 9:30 am. A quorum was present.

2. Mayor's Announcements (If Required)

- March is Irish Heritage Month and because of this, we have some Irish dancers here today.
- There will be a Public Information Session being held on Tuesday, March 18th at 7:00 pm at the Municipal Office to provide residents with an opportunity to receive information and provide feedback regarding the proposed 2025 construction on 3rd St SW between 1st Ave & 4th Ave SW. The project will include new watermain, sanitary sewer, storm sewer, sidewalk and asphalt replacement. Staff and the Project Engineer will be available to address any concerns with the project.

- The Priebe Bridge construction on Sideroad 25 between Concession 2 and Bruce Road 19 is now complete and the bridge has reopened.
- The Arran-Elderslie Community Business Association held an International Women's Day Breakfast on Friday March 7 with the theme of Celebrating Arran-Elderslie Women in Business & the Powerhouse Women at our Municipal Office. Speakers were Deputy Mayor Shaw, CAO Dance and Economic Development Officer Legge.
- The Treasure Chest Museum will host a St. Patrick's Day Luncheon & Euchre on March 14th.

3. **Adoption of Agenda**

Subsequent to further discussion, Council passed the following resolution:

78-05-2025

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that the agenda for the Council Meeting of Monday, March 10, 2025 be received and adopted, as distributed by the Clerk.

Carried

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

None disclosed at this time.

5. **Minutes of Previous Meetings**

5.1 **February 24, 2025 - Regular Council Minutes**

Subsequent to further discussion, Council passed the following resolution:

79-05-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Nickason

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held February 24, 2025.

Carried

6. **Business Arising from the Minutes**

7. **Minutes of Sub-Committee Meetings**

Subsequent to further discussion, Council passed the following resolution:

80-05-2025

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that Council receives the Tara Community Work Group Minutes of November 13, 2024, the Chesley Community Work Group Minutes of November 14, 2024, and the Accessibility, Diversity, Inclusion and Equity Committee Minutes of February 3, 2025, for information purposes.

Carried

7.1 Tara Working Group Minutes - November 13, 2024

7.2 Chesley Working Group Minutes - November 14, 2024

7.3 ADIE Minutes - February 3, 2025

8. Public Meeting(s)

9. Delegations

9.1 Celtic Academy Canada - Irish Dancers - Irish Heritage Month

Mayor Hammell read the proclamation for Irish Heritage Month.

9.2 Solar Bank, Battery Energy Storage Facility, 157 7th St SW, Chesley

Mila Simon, Andrew Van Doorn, Gus Kokkoros and Planner Leo DeLoyde, Registered Planner, made a presentation to Council.

He noted that the present proposed location is still located at 157 7th Street SW in Chesley. Solarbank is proposing to move the BESS location immediately outside the aggregate licence area, while remaining 165 metres from residents.

The proposed BESS is consistent with the policies of the Provincial Policy Statement, the Bruce County Official Plan and the Arran-Elderslie Official Plan that supports energy infrastructure that supports local residents, agricultural operations and the business community.

Mr. DeLoyde noted that Environmental Site Assessments are completed and underway, no water or sanitary services are required, no traffic will be generated other than periodic visits following construction, gravel pad base will facilitate stormwater flows, and automated fire protection systems will protect the BESS

The proposed BESS facility is compatible with the adjoining energy facilities and the surrounding agricultural and rural residential land uses.

Andrew Van Doorn noted that the property will be treated like any other commercial property and that it has to have access it at all times and there will be snow clearing.

There will be a community benefit of \$100,000 which will be a negotiated agreement. There has been no feedback from any neighbours.

10. Presentations

11. Correspondence

11.1 Requiring Action

11.1.1 Day of Mourning Request

Subsequent to further discussion, Council passed the following resolution:

81-05-2025

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be it resolved that the Municipality of Arran-Elderslie Council hereby approves the request from the Grey Bruce Labour Council to waive the fees for the use of the Chesley Community Centre on Friday April 25, 2025 for the Day of Mourning Service.

AND as per The Municipal Flag and Proclamation Policy support the Day of Mourning Flag to be raised at the Arran-Elderslie Municipal Office AND the Mayor on behalf of the Municipality of Arran-Elderslie provide a declaration recognizing the Day of Mourning be brought forward to the April 14, 2025 Council Meeting

AND FURTHER authorize staff be provided one and a half hours paid to attend the Day of Mourning Service on Friday April 25, 2025

Carried

11.1.2 Community Space for Bruce County Public Library Programming

Subsequent to further discussion, Council passed the following resolution:

82-05-2025

Moved by: Councillor Penner

Seconded by: Councillor Steinacker

Be it resolved that the Municipality of Arran-Elderslie Council hereby approves under the 2025 Grants and Donation Budget that

the County of Bruce be permitted at no cost, six hours rental per week of the Multi-use Space at the Paisley Arena for 2025 subject to the following provisions:

- The Bruce County Library provides insurance coverage for programming.
- The Bruce County Library follows the Municipal Booking process providing a minimum of two weeks notice for booking.
- Bookings must be within the current staff hours for the facility.
- Booking outside the regular staffed time will not be eligible under the approval.

Carried

11.2 For Information

Subsequent to further discussion, Council passed the following resolution:

83-05-2025

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

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

Carried

11.2.1 Notice of Public Meeting - 2025 3rd Street SW, Chesley Construction

11.2.2 Saugeen Valley Conservation Authority Board Minutes - January 17, 2025

11.2.3 Saugeen Mobility Board Minutes - January 17, 2025

11.2.4 Crime Stoppers of Grey Bruce

12. Staff Reports

12.1 Emergency Services

12.2 Building/Bylaw

12.3 Public Works

12.3.1 PWRDS-2025-03 - Structure E5 - Waterproof and Pave

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

He noted that the project will take approximately one month to complete.

Subsequent to further discussion, Council passed the following resolution:

84-05-2024

Moved by: Councillor Nickason

Seconded by: Councillor Penner

Be It Resolved that Council hereby approves report PWRDS-2025-03 - Structure E5 - Waterproof and Pave; and

Approves the waterproof, pave and expansion joint repairs to Structure E5 at the engineers' estimate of \$94,500; and

Further, that the project be funded by the surplus in account #02-4052 – 25-TRAN-0021 VEH&EQUIP (E) – Tandem Plow Truck.

Carried

12.4 Facilities, Parks and Recreation

12.5 Finance

12.6 Economic Development

12.6.1 ECDEV-2025-07 - Refreshment Vehicle By-Law (3)

CAO Emily Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

85-05-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Hampton

Be It Resolved that Council hereby approves Report ECDEV.2025-07 – Refreshment Vehicle By-Law (3); and further directs staff to bring back the Refreshment Vehicle By-Law for approval.

Carried

12.7 Clerks

12.7.1 CLKS-2025-11 - Sidewalk Patio Policy

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

Council requested that staff revisit this item regarding small bistro tables, store merchandise, liability risks etc. and receive input from the Working Groups.

Subsequent to further discussion, Council passed the following resolution:

86-05-2025

Moved by: Councillor Hampton

Seconded by: Councillor Penner

Be It Resolved that Council approves report CLKS-2025-11 Sidewalk Patio Policy and directs staff to bring back a bylaw to bring force and effect to the Sidewalk Patio Policy.

Tabled

87-05-2025

Moved by: Councillor Hampton

Seconded by: Councillor Dudgeon

THAT applications for a sidewalk patios be considered by Council on a case by case basis;

AND FURTHER direct staff to request consultation from the Business Community, Working Groups and the County of Bruce regarding the implementation of a sidewalk policy;

AND FURTHER a report be brought forward for Council consideration.

Carried

12.8 CAO

12.8.1 HR-2025-01 Staff Professional Development and Expense Policy

CAO Emily Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

88-05-2025

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that Council approves report HR-2025-01 Staff Professional Development and Expense Policy;

And directs staff to bring back a by-law to bring force and effect to the Professional Development and Expense Policy.

Carried

13. Notice of Motion

13.1 Change of Traffic Flow - Moiken Penner

Paisley Ward Councillor Penner presented her Notice of Motion regarding the change of traffic flow for Rowe Street and Mill Street in Paisley.

14. Members Updates

Shaw:

Deputy Mayor Shaw brought greetings on behalf of Council for the OPP human trafficking day, attended a Grey Sauble Conservation Authority Board meeting as well as a ADIE meeting and spoke at the Women's breakfast on Friday morning.

Hampton:

Councillor Hampton noted that he will be attending the Chesley community working group meeting.

Dudgeon:

Councillor Dudgeon had nothing to report.

Steinacker:

Councillor Steinacker attended the ADIE meeting and the Tara public meeting re: ward vs at large

Penner:

Councillor Penner attended the public meetings for the election question ward vs at large and attended the women's breakfast

Nickason:

Councillor Nickason had nothing to report.

Hammell:

Mayor Hammell attended the Coffee with the Mayor which was very well attended as well as the ward vs at large public meeting in Tara.

15. New Business**16. By-laws****16.1 By-law 17-2025 - Authorize a Lease Agreement with the Liquor Control Board of Ontario**

Subsequent to further discussion, Council passed the following resolution:

89-05-2025

Moved by: Councillor Hampton

Seconded by: Councillor Dudgeon

Be It Resolved that By-law No. 17-2025 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 17-2025 being a By-law to authorize the signing of an agreement with the Liquor Control Board of Ontario for the lease of the premises located at 277 Queen Street North, Paisley.

Carried

17. Closed Session (if required)**18. Confirming By-law**

Council passed the following resolution:

90-05-2025

Moved by: Councillor Hampton

Seconded by: Councillor Penner

Be It Resolved that By-law No. 18-2025 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 18-2025 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, March 10, 2025.

Carried

19. Adjournment

Subsequent to further discussion, Council passed the following resolution:

Moved by: Councillor Nickason

Seconded by: Councillor Dudgeon

Be It Resolved that the meeting be adjourned to the call of the Mayor at 11:15 a.m.

Carried

20. List of Upcoming Council meetings

Monday, March 24, 2025

Monday, April 14, 2025

Monday, April 28, 2025

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk



Bruce Grey Bulls

PRESENTATION TO ARRAN ELDERSLIE COUNCIL

MARCH 24TH, 2025

Who Are the Bruce Grey Bulls?

- ▶ Representative (Rep) hockey has previously been administered by 24 local associations within the Western Ontario Athletic Association (WOAA)
 - ▶ These teams were typically classified as 'B' level teams, and would be tiered based on skill level.
- ▶ Last year, the WOAA entered into a 2 year pilot program with the Ontario Minor Hockey Association (OMHA) to combine multiple associations into six 'A' level hockey zones.
- ▶ Our zone (Zone 2) is comprised of Saugeen Shores, Arran Elderslie and Chatsworth.
- ▶ All Rep hockey within our zone will be provided by the Bruce Grey Bulls, local associations will be responsible for Local League play.



Zone Breakdowns

<p><u>Zone 1</u></p> <p><u>Bruce Peninsula</u> <u>Owen Sound</u> <u>Shallow Lake</u></p>	<p><u>Zone 2</u></p> <p><u>Arran-Elderslie</u> <u>Saugeen Shores</u> <u>TCDMHA</u> <u>(Chatsworth)</u></p>	<p><u>Zone 3</u></p> <p><u>Saugeen Valley</u> <u>South Bruce</u> <u>Walkerton</u></p>
<p><u>Zone 4</u></p> <p><u>Huron Bruce</u> <u>Kincardine</u> <u>Wingham</u></p>	<p><u>Zone 5</u></p> <p><u>Blyth-Brussels</u> <u>Goderich</u> <u>Mid-Huron</u> <u>Mitchell</u> <u>Zurich</u></p>	<p><u>Zone 6</u></p> <p><u>Central Perth</u> <u>Listowel</u> <u>Mt. Forest</u> <u>Drayton</u> <u>Minto</u> <u>Howick</u> <u>Wallace</u></p>

How is 'A' Hockey Different?

- ▶ 'A' Hockey starts much earlier with teams being selected in the spring.
 - ▶ 'B' Hockey teams which were traditionally selected in the fall are now being selected immediately after 'A' tryouts are complete.
- ▶ 'A' hockey players are typically on the ice 3-4 times a week, up from 2-3 times in the current structure.
- ▶ 'A' hockey teams attend more tournaments (up to 5 in a regular season.)
- ▶ Fall skates for 'A' hockey can start in late August, where previously rep hockey skates wouldn't start until early October after tryouts.
- ▶ As you can see, 'A' hockey costs much more!



What Are Our Issues?

- ▶ Currently our zone does not have enough ice early in the season.
- ▶ Some of our zone's arenas charge the highest rates in the WOAA, making it difficult for some players to afford playing hockey.
- ▶ Ice in prime locations for games inside Arran Elderslie (i.e. Chesley arena) is currently difficult to obtain.



What Help Do We Need?

- ▶ We are requesting Paisley arena be opened a month early to start our fall skates on September 15th.
 - ▶ The Bulls would guarantee between 35-48 hours/week of ice until regular ice users begin around Thanksgiving.
- ▶ We are requesting a minor hockey rate for our ice times to help families keep the cost of hockey manageable.
- ▶ We are asking for some consideration when ice allocation takes place for next season to share in some of the weekend ice times in game ready locations for older ages (i.e. Chesley)





Questions?

From: noreply@esolutionsgroup.ca <noreply@esolutionsgroup.ca> On Behalf Of Bronwyn Stanton
Sent: February 5, 2025 8:21 PM
To: Info <info@arran-elderslie.ca>
Subject: Rental of community center

Hello!

My name is Bronwyn Stanton, and I'm reaching out on behalf of HOBY Western Ontario to inquire about renting your community center. We are hoping to host an event on one of three possible dates (June 6th, 7th, or 8th). I cannot seem to access the online portal for bookings—something about the website not registering as 'secure'—so I hope reaching out here is okay. If you could contact me with information about rental fees and any other relevant information, that would be much appreciated! (Contact at greybruce@hobycanada.org)

Sincerely,
Bronwyn Stanton
HOBYWO CLeW committee



Confirmation of Support from Municipal Government or Equivalent Authority

APPLICANT: Paisley Blues Festival

Name of festival: Paisley Blues Festival

Funding by the Program is conditional upon confirmation of cash and/or in-kind support from the applicant's municipal government or equivalent authority (referred to below as - "the municipality").

For applications from a local band council, local tribal council, other local Aboriginal government or equivalent authority, that authority must provide written confirmation of support. Public organizations such as police, public transportation, waste management, or libraries, if directly under the municipal authority, can also provide municipal support. Financial support from the discretionary funds of elected officials is considered a donation from an individual and cannot constitute municipal support.

This form, once completed and signed, constitutes proof of support from the municipality. Support may also be confirmed in a letter that includes the cash and/or in-kind value of the municipal contribution for the event or activity. Should the municipality withdraw its support, the applicant must immediately notify the Department of Canadian Heritage.

Please complete this form, print it and have it signed by an authorized representative of your municipality or equivalent authority and submit with your application. Authorized representatives are employees of the municipal administration or equivalent authority or any elected official with signing authority.

CASH This amount must appear in the budget.		IN-KIND (monetary value)	The in-kind support for this festival will be as described in the following table. (Use additional pages if necessary) Please itemize contributions of in-kind goods and services.
Total:	\$1,300.00	\$1,300.00	Set up/take down of tables and chairs at municipal festival venue
Total:	\$1,300.00		

Name of authorized representative (required): Authorized representatives are employees of the municipal administration or equivalent authority or any elected official with signing authority.	
Title and municipality (required):	
Telephone number (required):	
Authorized representative's signature (required):	
Date YYYY-MM-DD (required):	

Good morning,

We spoke briefly Monday about getting a form for municipal support for Paisley Bluesfest 2026, which is required to proceed with a Canada Heritage Grant for 2026. Basically, it is an agreement for an in-kind donation of \$1300 which the municipality provides for hosting the event and set up and takedown at Paisley Arena.

I have attached the form in this email.

Thank you very kindly,

Zach Parker

Paisley Blues Festival



Dear Municipal Clerks,

This letter, the attached **MIC Closeout Report (2024)** and **Impact Report (2020-2025)** are provided to inform your Council about the conclusion of the Municipal Innovation Council (MIC). After five years of significant progress, MIC members have decided to integrate ongoing efforts into their respective organizations, ending MIC operations as of March 31, 2025.

Over the past five years, MIC ran projects like topographical mapping, fleet electrification, the Food Cycler program aimed at reducing household waste, training over 200 municipal employees to enhance their skills, support for attainable housing initiatives, comprehensive IT services review, the innovative Smart Beach project to improve beach safety, and the Simply Brilliant Idea program which encouraged creative solutions from member municipalities. The **Impact Report** provides a comprehensive overview of the impressive accomplishments of the MIC.

Surplus funds will be calculated and returned based on the 2023 reserve balance, 2024 surplus, and 2025 expenses, noting no member contributions were made in 2025. Each municipality provided an annual contribution per the 2022-2025 Memorandum of Agreement: a base rate of \$12,000 plus \$2.50 per household from the 2016 Census, with Bruce County contributing a flat rate. The return calculation will be proportional based on each partner's annual contributions.

As the MIC wraps up its tenure, it is important to acknowledge those who contributed their time and energy. Thank you to the MIC board members: Christine MacDonald, CAO Bruce County; Peggy Van Mierlo-West, CAO North Bruce Peninsula; Emily Dance, CAO Arran Elderslie; Leanne Martin, CAO South Bruce; Jodi MacArthur, CAO Huron Kinloss; Jillene Bellchamber-Glazier, CAO Kincardine; and former member Sonya Watson, CAO Brockton. Their dedication and efforts have been instrumental in the Council's success.

A special thank you to our current Director, Tony Houad, for his invaluable support over the past two years. We also express our gratitude to the Nuclear Innovation Institute (NII) for their steadfast support in our endeavors.

Thank you to each member's Council for your vision, support, and funding contributions, which have been crucial in making this initiative a success. Your commitment has played a vital role in fostering a culture of innovation and collaboration that will benefit municipalities for years to come.

I am proud to have worked with such a dedicated group during my tenure as Chair. These achievements are a testament to the collective leadership within MIC, and I am confident that their unwavering commitment will continue to drive positive change in our communities.

Sincerely,

Kara Van Myall
Chair, Municipal Innovation Council
CAO, Town of Saugeen Shores



MIC REPORT

Report To: Municipal Innovation Council (MIC)
Report From: Chair, Municipal Innovation Council
Subject: MIC 2024 Project CloseOut Report

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

Over the past five years, MIC ran projects like topographical mapping, fleet electrification, the Food Cycler program aimed at reducing household waste, training over 200 municipal employees to enhance their skills, support for attainable housing initiatives, comprehensive IT services review, the innovative Smart Beach project to improve beach safety, and the Simply Brilliant Idea program which encouraged creative solutions from member municipalities. The **Impact Report (2020-2025)** provides a comprehensive overview of the impressive accomplishments of the MIC.

At its meeting on December 2, 2024, the MIC passed a motion to dissolve the Municipal Innovation Council by March 31, 2025. The following highlights 2024 achievements and planned winddown activities.

Smart Beach – Phase 1 in Kincardine

The equipment provider for Smart Beach is still in various stages of development for the expansion of some aspect of the program. MIC has meet with SwimSmart and Kincardine staff to determined what next steps are required to realize the next step of the work.

Smart Beach – Phase 2 in Saugeen Shores

Phase 2 of Smart Beach, focused on Saugeen Shores is currently in the scoping stage between Smart Beach researchers, Georgian College and Saugeen Shores. The project oversight and implementation will transition to the collaboration as outlined between the three partners.

Joint IT Steering Committee

The oversight of the Joint IT Steering Committee will transition to Bruce County to provide administrative support to the group.

Fleet Electrification

MIC and Georgian College have completed and summarized the province wide fleet electrification survey. From 444 municipalities in Ontario, 63 responses to the survey were

received. There was a significant response from Central, Southern and Eastern Ontario including some from Northern Ontario. The overall responses were very supportive of municipal fleet electrification. The survey results were presented to the Municipal Fleet group.

Financials

The Town of Saugeen Shores as the treasurer for the MIC will be calculating a return of surplus funds to the partner municipalities. Those funds will be calculated based on the 2023 reserve balance, 2024 surplus and the 2025 expenses (no member contributions were made in 2025). As per the 2022-2025 Memorandum of Agreement, each participating municipality provided an annual financial contribution of a base rate of \$12,000 plus \$2.50 per household as determined by the 2016 Statistics Canada Census of Population (except for Bruce County which had a flat rate). The return calculation will be a proportional entitlement based on the proportional annual contributions of each partner. Brockton's reimbursement will be based on their 2023 contribution.

Attachments

Appendix A: 2020-2025 Municipal Innovation Council Impact Report

MUNICIPAL INNOVATION COUNCIL IMPACT REPORT

2020 - 2025



MIC
municipal
innovation
council

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WHO WE ARE

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

The MIC sought to understand how issues impact people and was a catalyst for developing solutions to shared problems. The MIC invested in the ability to sense and respond to challenges quickly so that member communities could thrive in the 21st century.

OUR COMMITMENT

MIC's commitment to its members included **LEARNING** from experts, as well as leveraging municipal expertise and our own strengths, **COLLABORATING** with our peers and colleagues, listening to industry, working with experts, and understanding that change is critical, and **TRANSFORMING** the way our municipalities do business, and embracing the opportunity to transform and grow.



MESSAGE FROM THE MIC CHAIR

Over the past five years, the Municipal Innovation Council (MIC) has achieved remarkable progress in fostering innovation and collaboration among its member municipalities. Through the support of County and municipal Council's and by adopting an innovative mindset through strategic partnerships, the MIC has become a leader in developing creative and responsive solutions to the challenges facing municipalities today.

The workplace has evolved significantly, bringing new opportunities for municipal governments. To help member municipalities navigate these changes, the MIC has invested in tools and comprehensive training programs, realizing significant efficiencies and economies of scale. These efforts have not only enhanced workplace capabilities but have also fostered a lasting culture of innovation within our communities.

As the MIC wraps up its tenure, it is important to acknowledge those who contributed their time and energy. Thank you to the MIC board members: Christine MacDonald, CAO Bruce County; Peggy Van Mierlo-West, CAO North Bruce Peninsula; Emily Dance, CAO Arran Elderslie; Leanne Martin, CAO South Bruce; Jodi MacArthur, CAO Huron Kinloss; Jillene Bellchamber-Glazier, CAO Kincardine; and former member Sonya Watson, CAO Brockton.

A special thank you to our current Director, Tony Houad, for his support over the past two years.

I am proud to have worked with such a dedicated group over my tenure as Chair and these achievements are a testament to the collective leadership within the MIC. I am confident that their unwavering commitment to fostering a culture of innovation and collaboration will benefit municipalities for years to come.

Kara Van Myall
Chair, Municipal Innovation Council
CAO, Town of Saugeen Shores



MESSAGE FROM THE MIC DIRECTOR

I am pleased to share this report on the Municipal Innovation Council's (MIC) accomplishments. Over the past five years, as we strived to push the boundaries of creative thinking, we also innovated in ways that were engaging and responsive. I truly believe that innovation is not just a sector of the economy but rather innovation is the economy. Leadership and collaboration continued to be the cornerstones driving our mission and our communities forward. Embracing an innovation mindset has been at the forefront at the MIC. We have continued building strategic partnerships with likeminded organizations.

I would like to show my gratitude to the MIC board members for their leadership and commitment. Since the inception of the MIC, they have guided the organization to fulfil its goals and position itself in the innovation sector. The work at the MIC has been a team effort and I would like to thank the previous leadership team of Dave Shorey and Becky Smith for their commitment and dedication in pursuing the goals of the MIC. Also, my sincere gratitude to all the municipal staff that have assisted in making much of this possible.

MIC member municipalities will continue to benefit from the accomplishments of the MIC. As the workplace is evolving, so are the challenges employees face. To help municipalities stay ahead, the Municipal Innovation Council has invested in providing tools and comprehensive training programs to over 200 employees. The MIC legacy will continue through the dedication and hard work of municipal staff invested in pursuing innovation in the workplace.

Tony Houad
Director, Municipal Innovation Council



PARTNERSHIPS

The MIC has worked in close collaboration with its service delivery partners. Our partners provided expert technical and industrial expertise that supported a range of MIC program activities. At the core of a strategic partnership lies the understanding that collaboration can lead to enhanced innovation, improved efficiency, and better utilization of financial and human resources.

Over the years, the MIC has built partnerships with:

- Food Cycle Science
- Communitech Fast Track Cities
- Nuclear Innovation Institute
- University of Waterloo
- University of Windsor
- Georgian College
- Saugeen Conservation
- Grey Sauble Conservation
- Environment Office - Saugeen Ojibway Nation
- GHD Digital

PROVEN SUCCESS

The MIC was tremendously successful at securing external funding for almost every project it undertook.

The MIC obtained over \$600,000 in additional funding through programs like the Municipal Modernization Program, the National Disaster Mitigation Program, Mitacs Accelerate, and more.

Contributions from 8 member municipalities included \$17,000 to \$50,000 per year in external funding, leveraged \$615,000 total, and delivered value of \$1.25 million. For every MIC dollar invested, we were able to double that through external funding sources. This brought the total value delivered by the MIC to over \$1.25 million.



OUR ACCOMPLISHMENTS

SOLID WASTE MANAGEMENT SERVICE REVIEW

The Municipal Innovation Council (MIC) completed a comprehensive review of solid waste management services across all member municipalities at no cost to its members. This initiative provided municipalities with critical data, operational insights, and strategic recommendations to enhance waste management services, drive efficiencies, and implement best practices.

This study assessed garbage and recycling services and resulted in 24 actionable recommendations to guide future decision-making. The review also fostered collaboration among municipal partners, ensuring a more coordinated approach to addressing evolving waste management challenges.

By conducting this study collectively, municipalities avoided an estimated \$80,000 to \$150,000 in individual costs, reinforcing the value of shared services and regional cooperation in delivering cost-effective and sustainable waste solutions.



DIGITAL TOPOGRAPHICAL MAPPING

The Municipal Innovation Council (MIC) launched a groundbreaking digital mapping project using AI and machine learning to enhance Geographic Information Systems (GIS) data for municipalities and conservation authorities. This innovation streamlined operations and delivered significant cost savings.

By implementing this project, MIC saved municipalities approximately 14,000 hours of in-house GIS work. Each member municipality, investing around \$11,000, saved nearly \$70,000, with collective savings exceeding \$500,000. This demonstrated the power of technology in improving efficiency and financial sustainability.

Key benefits of the project included:

- Enhanced Regulation Mapping: Improved accuracy for environmental risk management.
- Streamlined Planning & Permitting: Faster, more efficient municipal processes.
- Support for Watershed Report Cards: Better data for conservation efforts.

Notable features included Ecopia Technology's land use polygons for detailed tree cover analysis, 3D building renderings with height data, and more accurate bridge mapping using polygon layers.

More than just a technological achievement, this project was a vital tool for municipalities and conservation authorities, enhancing GIS accuracy, reducing costs, and improving local planning and conservation efforts. MIC's commitment to innovation helped transform municipal services for more efficient and sustainable communities.



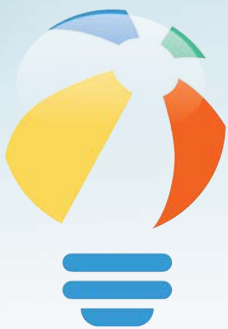
SMART BEACH - INNOVATIVE TECHNOLOGY

The Smart Beach project, the first of its kind in North America combined innovative technology with public education and awareness to provide a unique service to residents, visitors, and newcomers to our beaches. The Smart Beach project was a prime example of the Municipal Innovation Council at work on an innovative solution that could be adapted to and applied across our member municipalities and the Great Lakes. This project also helped keep our first responders safer if they were called out to the scene, by ensuring they have access to real-time information on water conditions.

The Smart Beach program has focused on research and development that guided the implementation of a dynamic warning system at Station Beach in the Municipality of Kincardine. Through physical and social surveys, implementation of Machine Learning models, and creation of a locally calibrated wave and current model, project milestones reached this year provided significant insight on beach-user behaviour and timing and location of surf-related hazards. Historical and real-time data could be freely accessed by the public through the Seagull - Great Lakes Observing System.

A roadmap for Machine Learning models was developed to predict surf hazards, including providing beach-user counts. This also included the ability to predict the surf conditions at Station Beach from a network of offshore wave buoys and regional Met stations. Predictors such as offshore wind conditions were used to forecast surf-related hazards (e.g., significant wave heights and current velocities at depth) recorded offshore. The goal was to extend these hazard predictions to sections of the coast that do not have access to a local buoy on-site.

We continued our journey to expand the Smart Beach project to the Town of Saugeen Shores. The MIC was successful in securing Mitacs grant funding of approximately \$360,000 for Phase 1 of this project.



Smart Beach



CO-OP STUDENT RESEARCH PROJECTS

As part of its commitment to innovation and continuous improvement, the Municipal Innovation Council (MIC) undertook several research projects to enhance municipal operations and identify opportunities for collaboration. These projects focused on IT infrastructure, workforce development, municipal services, downtown revitalization, and procurement strategies, providing valuable insights to all member municipalities. By engaging students in meaningful municipal research, the MIC also helped build capacity, foster new talent, and support the next generation of municipal professionals.

IT Infrastructure & Digital Transformation

A review of IT infrastructure across municipalities assessed current systems, spending, and critical needs. The project also included the development of a prototype asset management system to support future system upgrades and digital transformation efforts. This work provided valuable baseline data and key insights that laid the foundation for a broader Information Technology Review and the development of a five-year digital transformation roadmap (described below). The findings from this research helped identify key opportunities for collaboration, optimization, and long-term improvements in municipal IT services.

Organizational Development & Workforce Capacity

An analysis of organizational development and workforce capacity identified existing training programs, core competencies required for municipal roles, and opportunities for shared training initiatives. The findings support efforts to enhance workforce development and position municipalities as employers of choice.

Municipal Service Delivery & Customer Experience

A comprehensive municipal service scan documented all services provided by MIC members, categorized service structures, and applied user journey mapping methodologies to analyze workflows and identify opportunities for improved efficiency and customer service.

Downtown Revitalization Strategies

Research into downtown revitalization strategies examined best practices across Ontario, stakeholder insights, and case studies to inform strategies for economic renewal in Bruce County's interior region. The project provided recommendations on policies and initiatives that support vibrant and sustainable downtowns.

Municipal Procurement

A study on municipal procurement practices explored category spending, co-op purchasing, and leveraging multiple Vendors of Record (VOR). The research outlined strategies to enhance procurement efficiency, reduce costs, and improve purchasing processes for municipal governments. These projects provided actionable recommendations that strengthen municipal operations, improve service delivery, and enhance collaboration across member municipalities. By leveraging research partnerships, the MIC delivered practical insights and innovative strategies at no cost, reinforcing its role in advancing municipal excellence through shared solutions.



INFORMATION TECHNOLOGY REVIEW

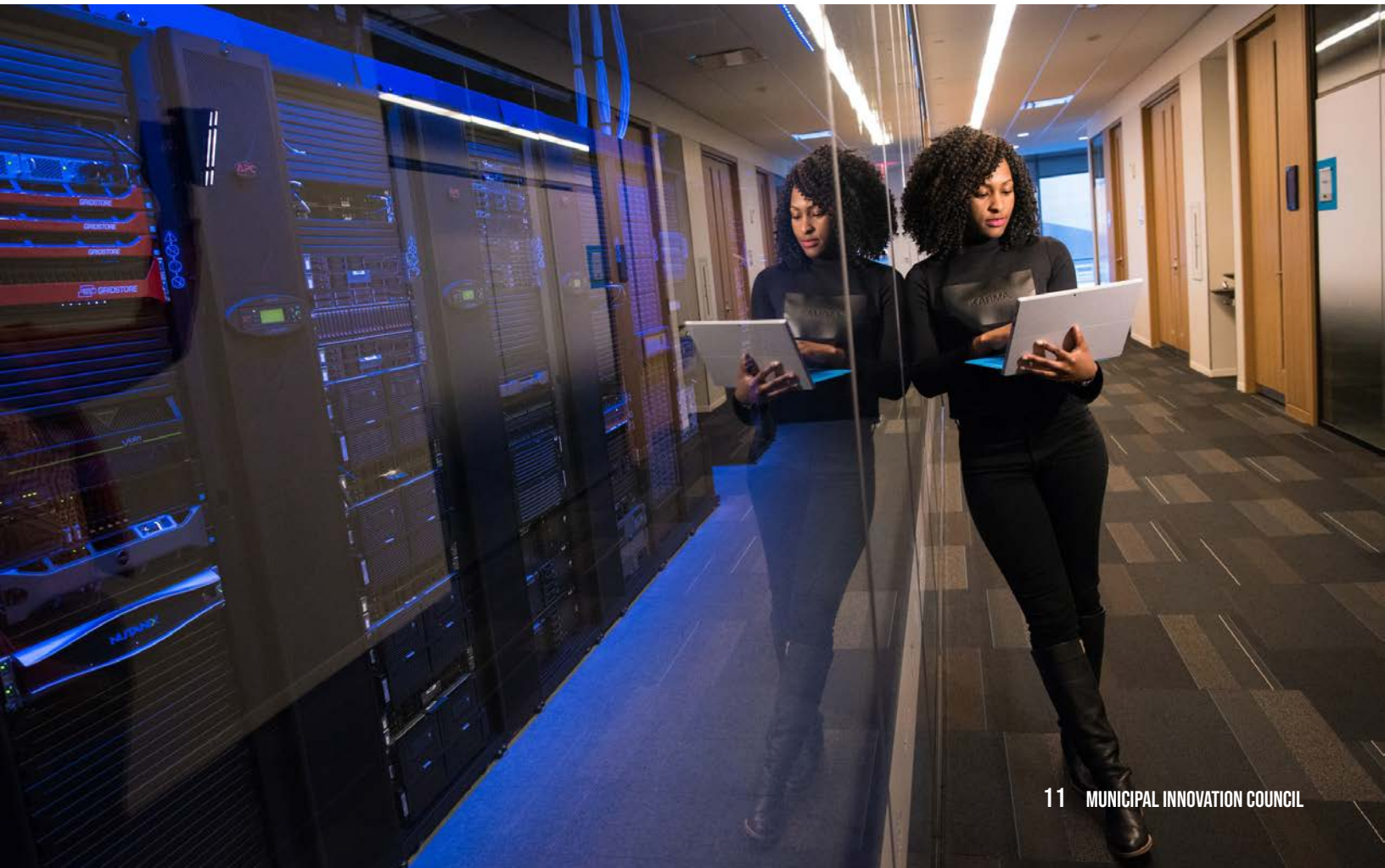
The Municipal Innovation Council completed a capacity review of Information Technology (IT) services across its member municipalities. This analysis revealed significant opportunities to improve efficiency, optimize resources, and strengthen security across the board.

Building on the findings of the IT review, MIC launched an ambitious 5-year roadmap designed to modernize and streamline municipal IT services. The plan emphasized achieving economies of scale by consolidating operations and fostering resource sharing among municipalities. It also prioritized cybersecurity to safeguard municipal systems and data against emerging digital threats.

One of the most impressive outcomes of this initiative was the identification of substantial financial benefits. By implementing the roadmap's strategies, member municipalities were projected to collectively save an estimated \$585,000. This achievement highlighted the power of strategic collaboration and innovative planning in delivering tangible results for communities. Additionally, this work resulted in a contracted service model between Kincardine and Bruce County.

This roadmap was more than just a cost-saving measure, it set the foundation for stronger, more resilient IT systems that could meet the challenges of the future. MIC's commitment to enhancing municipal operations and delivering value underscored its role as a leader in regional innovation and collaboration.

MIC's 5-year digital transformation roadmap was a bold step toward creating more efficient, secure, and cost-effective IT services for its member municipalities. This initiative drove positive change and ensured communities benefitted from enhanced services and strengthened infrastructure.



ATTAINABLE HOUSING

Housing affordability and accessibility are critical issues facing communities today. Recognizing the importance of addressing these challenges, the Municipal Innovation Council (MIC) took a proactive step by partnering with the University of Waterloo's School of Planning. Together, they embarked on a groundbreaking project to support the Saugeen Shores Attainable Housing Task Force.

Collaboration leveraged the expertise of leading planning professionals and academics to deliver a comprehensive report that shaped housing strategies for Saugeen Shores. A final report with recommendations valued at over \$100,000, a significant contribution, was completed at no direct cost to the MIC. By joining forces, the MIC and the University of Waterloo were able to provide invaluable insights into the challenges and opportunities surrounding attainable housing. This collaboration highlighted the power of partnerships in addressing complex community issues effectively and efficiently.

The final report developed through this initiative offered actionable recommendations to help Saugeen Shores tackle housing affordability. It served as a roadmap for creating more inclusive, accessible, and sustainable housing solutions for residents.

From exploring innovative housing models to identifying policy improvements, the report's findings were instrumental in guiding the municipality toward a future where everyone can find a place to call home. The partnership underscored the importance of academic expertise in shaping practical, community-driven solutions.

The success of this project exemplified MIC's commitment to fostering innovation and collaboration for the betterment of Bruce County communities. By engaging with top-tier academic institutions like the University of Waterloo, MIC ensured that its initiatives were grounded in research, expertise, and forward-thinking strategies.

As municipalities across the region continue to grapple with housing challenges, this partnership served as a shining example of what can be achieved through collective efforts. It was a testament to MIC's dedication to finding practical, impactful solutions that address the needs of its member communities. The work done through this partnership not only benefited Saugeen Shores but also set a precedent for future collaborations. As housing challenges evolve, local municipalities remain committed to leveraging partnerships, expertise, and innovation to create a brighter, more inclusive future for all.



FOOD CYCLER PROGRAM

In 2023, the MIC partnered with Food Cycle Science, a Canadian clean-technology company, to launch a FoodCycler™ Pilot Program designed to measure the viability of on-site food waste processing technology as a method of waste diversion. A County-wide program was launched that included 880 participating households, 420 of which were subsidized by the MIC to make this technology accessible to more Bruce County residents at an affordable price. The 420 FoodCyclers™ subsidized by the MIC diverted 116.3 metric tonnes of food waste from local landfills per year - the equivalent reduction in greenhouse gas emissions from taking 29.3 gasoline-powered vehicles off the road every year.

The food cycler program:

- reduced food waste in landfills
- took more trucks off the road
- reduced infrastructure and collection costs
- contributed to a 95% reduction in CO2e compared to sending food to landfills

Residents reported generating 0.42 fewer standard garbage bags per week, a reduction of 21.8 garbage bags per household per year being trucked to local landfills.



BUILDING BENCH STRENGTH

The workplace is evolving, and so are the challenges employees face. To help municipalities stay ahead, the Municipal Innovation Council (MIC) invested in comprehensive training programs for over 200 employees. These programs addressed emerging workplace issues such as Equity, Diversity, and Inclusion (EDI), mental health, local Indigenous culture and history, customer service excellence, and project management skills.

To deliver these impactful programs, MIC leveraged over \$12,000 in external funding. This financial support underscored MIC's ability to maximize resources while minimizing costs for member municipalities. It was a testament to MIC's commitment to creating value and driving meaningful change.

MIC recognized that a well-trained workforce is the backbone of productive and resilient municipalities. By equipping employees with the tools and knowledge to tackle modern challenges, MIC fostered more inclusive, empathetic, and efficient workplaces. These training opportunities also helped municipalities align with best practices and enhanced their service delivery to residents.

As workplaces continue to evolve, MIC was dedicated to supporting employee development. By prioritizing training and education, the Council ensured that its member municipalities were well-positioned to meet the demands of the future while fostering growth, productivity, and innovation in every workplace.



SIMPLY BRILLIANT IDEA PROGRAM

Technology is constantly evolving, changing, and growing. This provides new opportunities for local governments to automate manual processes and leverage data to drive decision-making. Continuous improvement and innovation is a key priority as technology continues to transform. A bottom-up approach toward innovation with hands-on engagement from leadership can help to drive collaboration through a municipality, reduce silos, and increase organization-wide initiatives.

The Municipal Innovation Council introduced the Simply Brilliant Idea program to hear from municipal staff on improvement ideas they have for municipal operations. This program encouraged employees to bring forward innovative ideas on new and existing practices within their municipality. The MIC and its member municipalities were committed to improving the effectiveness, efficiency, and responsiveness of municipal services. The ideas brought forward were evaluated and selected to advance through the MIC to its member municipalities. The Simply Brilliant program supported the MIC's commitment to growing the knowledge, experience, and insight of our municipal employees.

The criteria to evaluate submissions included one or more of the following results:

- Improve productivity in a municipal operation,
- Improve service to the public,
- Eliminate waste,
- Eliminate unnecessary paperwork,
- Reduce hazards, improve employee safety and/or public health & safety,
- Preserve and improve use of equipment,
- Improve control and handling of supplies; and/or
- Any other result that would provide a benefit to the municipality.



FLEET ELECTRIFICATION

Electric vehicles (EVs) are transforming transportation, offering a cleaner, greener alternative to traditional cars. However, their growing popularity brings a critical challenge: the need for robust charging infrastructure. Recognizing this, the Government of Canada set an ambitious goal to ensure that by 2035, 100 percent of new cars sold will be zero-emission vehicles. But achieving this vision requires more than just EV adoption - it demands a comprehensive network of accessible and efficient charging stations.

The Municipal Innovation Council (MIC) advanced the discussion on municipalities' unique role in the transition to EV adoption, particularly through the electrification of local municipal fleets. In response, plans were underway to develop a Sustainable Transportation Roadmap aimed at evaluating the feasibility, benefits, and challenges of transitioning municipal fleets to electric vehicles. This roadmap was to be more than a plan; it was a commitment to reducing greenhouse gas emissions, promoting sustainability, and fostering innovation in local transportation systems.

Municipal fleets - comprising vehicles used for public works, emergency services, and administrative tasks - are a significant contributor to local emissions. Transitioning these fleets to electric vehicles offers multiple benefits:

- **Environmental Impact:** Significantly reduces greenhouse gas emissions and contributes to climate action goals.
- **Operational Savings:** Electric vehicles have lower fuel and maintenance costs, leading to long-term financial benefits for municipalities.
- **Leadership by Example:** Demonstrates a municipality's commitment to sustainability, inspiring residents and businesses to follow suit.

Transitioning to electric fleets is not without its hurdles. Municipalities must address:

- **Infrastructure Needs:** Building a widespread charging network to support fleet operations.
- **Upfront Costs:** Initial investments in vehicles and charging infrastructure can be substantial.
- **Technology Integration:** Ensuring seamless integration with existing systems and training staff to adapt to new technologies.

The electrification of municipal fleets is a bold yet necessary step toward creating sustainable and resilient communities. By advancing the discussion on making this transition a priority, the MIC helped municipalities lead the charge in addressing climate change while improving operational efficiency and service delivery.



FINAL WORDS

Over the past five years, the Municipal Innovation Council (MIC) has achieved significant progress on a variety of initiatives. Each of the MIC projects has strengthened municipal capacity and helped address community needs.

Gratitude is shared with the Nuclear Innovation Institute (NII) for initially hosting the MIC. The NII's support was instrumental in the initiative's success.

A special thank you also goes to the staff who coordinated the work of MIC over the years. Their leadership and dedication have helped foster a culture of innovation among member municipalities. Appreciation is also extended to all the partners who made these initiatives possible.

While the MIC as a formal initiative is winding down, the positive impacts of its projects will continue. The MIC has empowered each member municipality to develop innovative initiatives that will benefit local communities in the years ahead.





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6 March 2025

To: Mayor and Council

We are sharing with you our Annual Report for 2024 to highlight the work of the Bruce Grey Poverty Task Force. The Bruce Grey Poverty Task Force works in partnership with 90+ community-based agencies, planning tables, community groups, universities, institutes, and policy-makers. The Poverty Task Force is led by the United Way of Bruce Grey along with leadership from Bruce and Grey Counties.

We have created a platform that allows for meaningful dialogue, education, and purposeful partnerships that address the root causes of poverty in Grey and Bruce Counties. Our objective is to spark and inform public debate and to engage the social, academic, and policy communities around important issues of poverty reduction in rural communities.

The Poverty Task Force works in partnership to address poverty-related issues facing Grey Bruce – housing, income security, employment security, health equity, community voices, and transportation. We promote high-level discussion among Grey Bruce municipal and provincial governments, carry out local participatory research with universities, the Four County Labour Market Planning Board, and other research partners, and take action with social service agencies and community leaders. We are an action table of the Community Safety and Well-Being Strategy.

The Poverty Task Force is funded by Grey County, Bruce County, and the United Way of Bruce Grey. The United Way of Bruce Grey is the administrative lead and employs a Coordinator. The Poverty Task Force currently meets monthly virtually.

We have significantly benefited from the participation of councillors at the lower-tier municipalities to engage in poverty-reduction strategies. We are asking that you formally adopt the Bruce Grey Poverty Task Force as a committee that a member of your council attends. We believe that this formal representation will improve communication and engagement between our respective organizations. Your municipality's participation would be invaluable in strengthening our collective efforts to address poverty in our communities.

We invite you to join us in this important work and look forward to your response.

Yours Sincerely,

Jill Umbach
 Planning Network Coordinator
 Bruce Grey Poverty Task Force/United Way of Bruce Grey
povertytaskforce@unitedwaybg.com, 519-377-9406

Francesca Dobbyn
 Executive Director
 United Way of Bruce Grey

2024

Bruce Grey Poverty Task Force Annual Report



**BRUCE GREY
POVERTY
TASK FORCE**
Our Voice is Power

ACKNOWLEDGMENT

This report was prepared by Jill Umbach, Coordinator, Bruce Grey Poverty Task Force on the work of the Poverty Task Force in 2024.

The report reflects the advocacy, public awareness, cross-sector collaboration, knowledge sharing and interagency coordination of 92+ social service organizations to meet our communities' basic needs and to address systemic poverty.

The Poverty Task Force is grateful for the continued support of the Grey County, Bruce County and the United Way of Bruce Grey in the work that we do and for the leadership and ongoing partnership to address poverty in Bruce and Grey Counties.

Poverty is a systemic issue that impacts every aspect of society and cannot be solved without collective action.

Advocacy, Bridging and Collaboration are the basic ABCs that guide the work of the Bruce Grey Poverty Task Force. Bringing together 92+ non-profit, government, health and research organizations over the past 12 years has proven that **our voices do have power**.

Our collaborations have been data driven with our local experiences featured at Poverty Task Force monthly meetings and shared with 23 local, provincial and national planning tables, most notably in 2024 with Grey Bruce Community Safety & Well-Being Plan, RentSafe Ontario and the Tamarack Institute.

In 2024, we expanded our data collection and analysis of the Grey Bruce Community Volunteer Income Tax Program. Featuring the work of the Bruce County Public Library and The Meeting Place Tobermory in our report *Reducing Poverty Through Volunteers: the impact of CVITP in Grey Bruce*, the 2 organizations combined brought \$2 million dollars back into Bruce County households.

We are in a housing crisis with chronic homelessness and social housing waitlists increasing for both Counties. Our Housing Community of Practice has created a safe space for housing outreach workers to support each other, raising complex cases and engaging with housing services to find solutions. In 2024, the RentSafe Owen Sound Collaborative released our *Owen Sound Landlord-Tenant Survey* resulting in a motion to form a City of Owen Sound Rental Housing Task Force.

Food insecurity has worsened in Bruce Grey, with household rates rising to 18.3% in 2023. 30.7% of children are living in food insecure households. Food insecurity is a symptom of broader economic issues like inadequate income, unaffordable housing and rising living costs. In 2024, we launched a public awareness campaign *“Income Solutions to Food Insecurity”* to educate policy makers and the public on the unsustainable load carried by charities to feed people without seeing a change in food security and to advocate for income solutions such as increased social assistance rates.

INTRODUCTION

PTF 2024 GOALS

The Poverty Task Force Goals for 2024 were based on the collaborative work identified by our Action Groups.

Goal: build resiliency, hold space and promote collaboration with partners.

- Create safe spaces for meaningful exchange to build resiliency, hold space and build collaboration for solutions.
- Contribute to collective action for GB CVITP Network FILE Project, RentSafe Tenant-Landlord Survey engagement, Living Wage campaign, GB Good Food Box and Financial Inclusion Study.

Goal: increase the number of government partners leading on poverty reduction.

- Contribute to social plans that integrate poverty as a central theme such as the Community Safety and Well-Being Plan, Vital Signs Report 2024, etc.
- Ensure formal representation/annual funding from Bruce County and Grey County.
- Formal representation of lower-tier municipalities – assigned representatives and PTF minutes are submitted to Council packages.

Goal: develop a sustainable funding strategy for all elements of the Poverty Task Force

- Develop strategy for PTF collective work to be funded.
- Develop new model and funding strategy for Community Voices.

Goal: increase public education and awareness on homelessness, harm reduction approaches, food security, hunger, etc. to reduce stigma

- Participate in public messaging, education, awareness and forums as content expert.
- Create “income solutions addressing food insecurity” awareness campaign around the release of the Nutritious Food Basket.

Goal: increase engagement of people with lived/living experience

- Ensure diversity, equity and inclusion is a central strategy to the work we do.
- Support the Giiwe Sharing Circle model and identify opportunities to improve Indigenous relationships.
- Partner with programs such as “Making Your Way” to develop a new Community Voices group.

Housing Security

The deepening homelessness and opioid crisis has been on every agenda and will continue to be so as rates of poverty and homelessness increase. In 2024, affordable and supportive housing has been advocated for in every statement coming from the Poverty Task Force at national, provincial and local policy advocacy opportunities such as the Ontario budget consultations with the Ministry of Finance.

Members of the Housing Community of Practice (CoP) may think that they are constantly “holding the line” or “trying to keep people from dying”, but their work has not gone unnoticed. The Poverty Task Force recognizes all partners who are on the frontlines saving lives, feeding the hungry and keeping people housed. The Housing CoP met weekly throughout the year (50 weeks) to address immediate housing needs of individuals. ODSP case workers as well as financial advisors have broadened the table and the engagement with housing directors deepens partnerships and cross-sector collaboration to tackle issues holistically.

Giiwe Sharing Circles led by M’Wikwedong Indigenous Friendship Program’s Housing program was supported by the Poverty Task Force for 6 years. In March 2024, the last Giiwe Circle was hosted by the Friendship Centre. Funding will be directed to emergency housing. Recognizing that the impact of colonization and generational trauma has lowered the levels of trust of Indigenous people to engage with “the system”, Indigenous housing workers at the Housing CoP continue to advocate the need for more equitable access to programs and services.

RENTSAFE OWEN SOUND COLLABORATIVE

A Report on Landlord & Tenant Survey Findings
in the City of Owen Sound

November 2024



What is the reality of rental housing in the Owen Sound Community?



The RentSafe Owen Sound Collaborative is a group of organizations and community partners working together towards the goal of safe and healthy homes for all

Connecting people across sectors towards healthy housing for all
RentSafe is a collaborative initiative led by the Canadian Partnership for Children's Health and Environment (CPCHRE)

In 2024, we released the RentSafe Owen Sound Collaborative’s *Landlord-Tenant Survey* findings at the Healthy Communities Partnership table, the Poverty Task Force table, the Corporate Services Committee and to the Strategic Planning Committee of the City of Owen Sound.

36 landlords responsible for 800 rental units (estimated to be 40% of the rental market) and 545 Owen Sound tenants responded. A good representation of Indigenous and Newcomers provided their lived experience. The City of Owen Sound received the report and a motion was passed to form a Rental Housing Task Force.

We welcome you to read the findings and recommendations in the full report. <https://povertytaskforce.com/publications/>

Food Security

Food insecurity is more than hunger. Households who struggle to pay for food also struggle to pay for the other costs of living, like housing, utilities, medications and transportation. Presenting food charity as a solution to food insecurity is misinformation that reduces support for real solutions. Food charity cannot be expected to fix an income problem.

We launched our “Income Solutions to Food Insecurity” awareness campaign with the release of the *Monitoring Food Affordability in Grey Bruce* by the Grey Bruce Public Health. This report formed the basis for a series of social media blog posts, media interviews and invitations to speak to community groups across Bruce and Grey Counties, including in Kincardine and Port Elgin, as well as at various planning tables such as the GB Community Safety & Well-Being Plan.






We welcome you to read the full report and go to our website to find the full series of social media posts at: <https://povertytaskforce.com/food-security/income-solutions-to-food-insecurity/>

The Food Security Action Group meets monthly to bring together community food programs to exchange knowledge, technical expertise and share resources. For example, the Poverty Task Force made connections and supported collaboration with The Bridge on Main Street/Kincardine Food Bank and the Grey Bruce Food Share program resulting in the formation of a new food rescue program in Kincardine.

The Poverty Task Force supports the collection of data posted on the Food Bruce Grey Dashboard to monitor food hunger response in Grey Bruce. Data is collected from community meal programs, food banks, Grey Bruce Community Garden Network (produce donated to meal programs/food banks), food rescue including the Grey Bruce Food Share and the Grey Bruce Good Food Box. This Dashboard is available to the public and is used by community food programs and municipal councilors to create reports specific to their area of service to generate policy discussions.

<https://www.foodbrucegrey.com>

Let's Talk about strategies that can counter food insecurity like:

-  High quality jobs with benefits
-  Tax credits for lower income households and automatic tax filing
-  Minimum wage and social supports that reflect the true cost of living

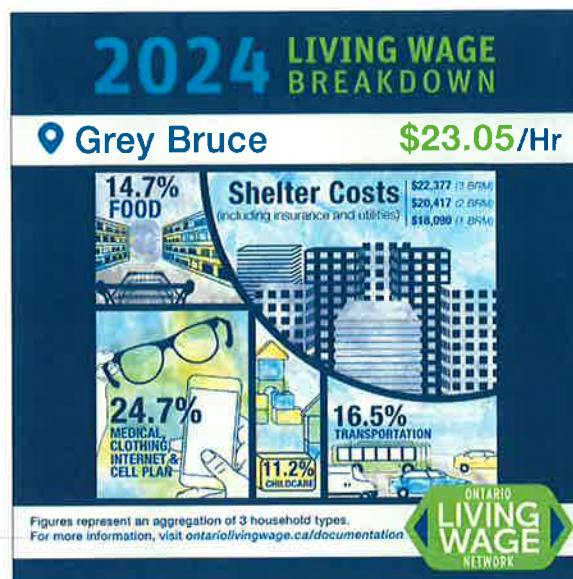
Leaders are focusing on income solutions not food provision.

www.povertytaskforce.com

Income Security

In addition to the “Income Solutions to Food Insecurity” awareness campaign the Poverty Task Force in partnership with the United Way of Bruce Grey and the Ontario Living Wage Network calculated and released the 2024 Grey Bruce Living Wage. At \$23.05/hr it is the second highest rate in Ontario and reflects a 1.3% increase from the 2023 rate of \$22.75.

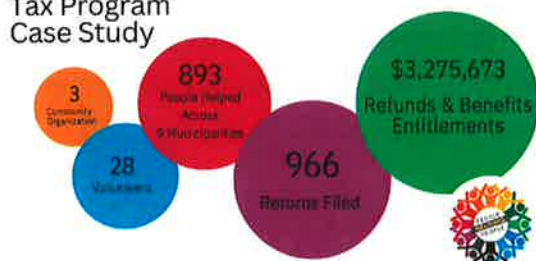
In 2024, our Income & Employment Security Action Group partners, including the Four County Labour Planning Market Board, engaged with employers on the value of retaining employees by paying a living wage and educating job seekers. <https://povertytaskforce.com/living-wage/>



The living wage is based on the actual costs of living in Grey Bruce, including housing, food, childcare and transportation. The media release highlighted challenges with a lack of overall childcare spaces, the goal of \$10/day getting close to \$22/day for all and long waitlists (1,254 children in Bruce County and 2,129 in Grey County (December 2023). The waitlist is impacted by a shortage of Early Childhood Educators, many of whom are not being paid a living wage and an increase in local child care demands.

Community Volunteer Income Tax Program Case Study

2024



In 2024, the Poverty Task Force and Bruce County Public Library hosted the Annual Gathering of the Grey Bruce Community Volunteer Income Tax Program (CVITP) Network in Walkerton. The results of the case studies and the gathering with CVITP organizations, representatives from MP Alex Ruff’s office and the CRA were released in the report *Reducing Poverty Through Volunteers: the impact of CVITP in Grey Bruce*. Evidence proving CVITP’s role as an essential poverty reduction strategy.

Two CVITP organizations in Bruce County combined brought \$2 million dollars back into Bruce County households. The Poverty Task Force supported the recruitment of 14 volunteers, however, due to delays in CRA registration many were too late to participate in the 2023 Tax Season and have been contact again for 2024 Tax Season in 2025. Read how we are building collaboration for income solutions and recommendations in the full report here: <https://povertytaskforce.com/income-security/doing-more-to-increase-income-or-why-you-should-file-your-income-tax/>

Health Equity & Community Voices

The Poverty Task Force support initiatives to collect and generate local Grey Bruce data to inform our collective work. The voices of people with lived experience and their stories are critical to the work of the Poverty Task Force. Collecting data helps us tell our stories better.

The Poverty Task Force Coordinator is the co-chair of BGDISC (Bruce Grey Data and Information Sharing Collaborative) - our Bruce Grey open data portal. The Collaborative mobilizes community decision-makers, including the Corporation of Bruce County, to share vital local rural data to better inform regional programming, policies, funding and social services to support prosperity, sustainability and the well-being of the community. In 2024, we engaged with the Rural Ontario Institute and the Grey Bruce Community Safety and Well-Being Plan on ways to access more local data and create interactive dashboards. <https://www.bgdisc.ca/>

The Poverty Task Force Coordinator sits on the Vital Signs Advisory Committee and the Data Working Group. The Community Foundation Grey Bruce's Vital Signs Reports focus on the status of Bruce Grey against the UN Sustainable Development Goals. In 2024, we identified priority sectors such as poverty, and began to collect local data and stories for the report. The data sets shall be uploaded to BGDISC. The Vital Signs Report 2024 has moved to a release date in 2025.

The Community Voices group did not meet in 2024. However, former members participated in Poverty Task Force meetings, the RentSafe Owen Sound Collaborative Landlord-Tenant Survey and Tamarack Institute's Financial Inclusion Project. The Project is a partnership with Toronto-Dominion (TD) Bank and a multi-sector Working Group to identify solutions to increase the financial inclusion of the "working poor". This work highlights unique levers for-profit businesses have for reducing poverty. <https://www.tamarackcommunity.ca/multimedia/webinar-businesses-reducing-poverty>

The Bruce Grey Poverty Task Force successfully obtained funding from the Grey Bruce Ontario Health Team (OHT) to fund a part-time peer support facilitator and the formation of a new group of Community Voices members to attend regular group meetings and engage with the Poverty Task Force in 2025.

Health equity issues are a priority for the Poverty Task Force. During the pandemic our Health Equity Action Group members were focused on COVID response. In 2025, we shall be refreshing the group in partnership with the Grey Bruce Ontario Health Team and its partners. The Grey Bruce Public Health and Poverty Task Force Coordinator will take leadership roles as co-chairs with admin support from the GB OHT, reporting to the GB OHT and the Poverty Task Force.

SOCIAL ENGAGEMENT IN 2024

The Poverty Task Force (PTF) maintains a list of 92+ member organizations with a contact list of 330 people. Representatives from 23 planning tables/working groups either participated in various PTF action groups, communities of practice and/or Poverty Task Force meetings or the PTF Coordinator participated in their meetings and/or strategic planning exercises. In 2024, the PTF participated in 5 meetings of the Community Safety & Well-Being Plan as an Action Table.

We provided 1 Bridges Out of Poverty workshop with 20 organizations in Saugeen Shores (Southampton) and moderated 3 Anti-Human Trafficking public information sessions (Kincardine, Port Elgin and Owen Sound.)

Our minutes are circulated to members and key elements included in our Community Updates. Our minutes are included in the City of Owen Sound's Consent Agenda.

In 2024, we released 12 community updates and press releases. We have 1,400 Facebook followers, 1,266 website subscribers and 670 Twitter followers. We were in the news speaking on income tax filing, CVITP volunteer recruitment, income solutions to food security, living wage and poverty strategies for rural communities.

PTF FINANCIAL REPORT 2024

In 2024, funding went towards:

- Wages & Benefits of a full-time Planning Network Coordinator
- PTF admin costs
- PTF website design & maintenance/CVITP URL purchases
- Tamarack membership
- Grey Bruce CVITP Network and RentSafe OS Collaborative research

Bruce County (\$20,000). Grey County (\$20,000) and the United Way of Bruce Grey (\$50,249.60) provided the remaining core operational funding for an annual operating budget of \$93,998.83. Note: this total now includes contributions by employer.

In addition, Community Foundation Grey Bruce funded the GB CVITP FILE Project (\$3,000) study. The CRA/CVITP program reimbursed costs previously paid for by the Poverty Task Force for the Owen Sound CVITP organization (\$644.86).

THE NUMBERS

Bruce Grey Poverty Task Force

Contact: povertytaskforce@unitedwaybg.com

Facebook: [BruceGreyPovertyTaskForce](https://www.facebook.com/BruceGreyPovertyTaskForce)

Website: <http://povertytaskforce.com>

Twitter: @BGTASKFORCE



COLLECTIVE IMPACT FRAMEWORK

Our collective impact efforts seek to inform policies and support upstream interventions to address poverty-related community issues. Together we have a common agenda, mutually reinforcing activities, continuous communication and backbone infrastructure.

January 2025

Collective Action

The Poverty Task Force is made up of 90+ organizations that work across priority sectors to reinforce activities that contribute to reducing poverty.

Evidence-informed/best practices

We draw upon local and national best practices; examine and test them in Grey Bruce context.

Data Driven

We collect local data on social determinants of health, including housing/homelessness, food insecurity, employment and income.

HOUSING SECURITY

Engage with City of Owen Sound on recommendations from Rentsafe Tenant-Landlord Survey and formation of Rental Housing Task Force.

Create safe spaces for meaningful exchange to build resiliency, hold space and build collaboration for solutions.

COMMUNITY VOICES

Develop election education awareness material and advocacy oriented website.

Start up new Community Voices group and ensure they are actively engaged with PTF and GB Ontario Health Team.

Increase municipality leadership engagement as Action Table of the Community Safety & Well-Being Plan Grey Bruce.

FOOD SECURITY

Promote income solutions to food insecurity awareness campaign as part of federal and provincial election education.

Contribute to the governance, sustainability and promotion of the Grey Bruce Good Food Box.

INCOME SECURITY

Support volunteer recruitment and promotion of the Grey Bruce Community Volunteer Income Tax Program in partnership with CVITP Network partners.

Contribute to Grey Bruce Living Wage calculation and employer certification to reduce precarious employment.

DATA

Contribute to participatory data collection and analysis on poverty-related issues such as living wage, CVITP dollar value, housing, precarious work, etc.

Contribute poverty related data to Grey Bruce open-data portal BGDISC and Vital Signs 2025.

HEALTH EQUITY

Start up new Health Equity Action Group in partnership with GB Ontario Health Team.

Contribute to addressing health equity issues from a poverty lens with GB Ontario Health Team partners.

TRUTH & RECONCILIATION CALL TO ACTIONS

We shall build better relations . The following OFIFC principles will guide our work:

- **Build trust and relations through Indigenous partner engagement**
- **Respect Indigenous culture and spiritualities as a foundation for Indigenous identity.**
- **Understand and respect Indigenous leadership; respond to Indigenous-led community priorities**
- **Collaborate and co-develop programs with Indigenous communities**
- **Respect Indigenous Diversity - no pan-Indigenous programming**
- **Ensure equity for all Indigenous people including women, Two Spirit, Indigi-queer and LGBTQIA+**



Media Release

March 11, 2025

Grey Bruce Public Health encouraging residents to test their well water this spring

With milder temperatures and rain in the forecast – which are expected to increase snow melts and spring runoff locally – Grey Bruce Public Health is reminding residents on private water systems to test their drinking water this spring.

“Spring is an ideal time for households in Grey-Bruce that draw drinking water from wells or other private systems to have a sample of their water tested for bacterial indicators of contamination,” says GBPH Senior Public Health Manager Andrew Barton.

“While Public Health advises residents to test their well water at least three times a year, the best times to test are when the chances of contamination are greatest, such as in early spring, after heavy rains, the spring thaw, or flooding conditions.”

Public Health Ontario operates a complimentary well water testing program.

Local residents on private systems can take advantage of this program by picking up a sample collection kit and dropping off a water sample at one of the 14 drop-off and pick-up locations throughout Grey-Bruce.

Samples dropped off at the Owen Sound and Walkerton locations are transported each weekday to a PHO laboratory for testing.

Couriers contracted by Public Health also pick up samples at locations along a Bruce County route on Wednesdays and a Grey County route on Fridays. A PHO courier then takes the samples to a PHO lab.

A map of the sample drop-off locations, along with information on when to collect samples and drop them off, is available on GBPH's [Private Drinking Water webpage](#).

Water samples must be tested by PHO within 48 hours of collecting the sample. Therefore, residents must collect and drop off their samples as close as possible to the [scheduled courier pick-up time](#).

A healthier future for all.

101 17th Street East, Owen Sound, Ontario N4K 0A5 www.publichealthgreybruce.on.ca

519-376-9420

1-800-263-3456

Fax 519-376-0605

Public Health Ontario's [private drinking water testing program](#) analyzes samples for the presence of bacterial indicators of contamination, specifically E. coli and total coliforms, which can make people sick and can even be fatal. Residents receive test results directly from PHO.

If a test comes back with an adverse result, residents can call Grey Bruce Public Health for assistance.

PHO's water testing program is not for people on municipal water systems.

For More Information:

To connect with the Medical Officer of Health or the program manager, please contact:
Denis Langlois, Communications Co-ordinator,
Grey Bruce Public Health,
519-376-9420 or 1-800-263-3456 ext. 1315,
Communications@publichealthgreybruce.on.ca



 **PAUL VICKERS**
MPP - BRUCE-GREY-OWEN SOUND

105 - 345 8th Street East, Owen Sound, ON N4K 1L3
P: 519-371-2421 or 1-800-461-2664 | F: 519-371-0953
E: paul.vickers@pc.ola.org | W: paulvickersmpp.ca



Re: Letter of Introduction – Paul Vickers, MPP for Bruce—Grey—Owen Sound

March 10, 2025

Dear Bruce—Grey—Owen Sound Municipalities,

I am pleased to share with you that on February 27, 2025, I was elected by the constituents of Bruce—Grey—Owen Sound to serve as their next Member of Provincial Parliament. This is an incredible honour that I do not take lightly.

For those of you who do not yet know me, I am a lifelong resident of our constituency in the Meaford area. I have dedicated my life to agriculture and community service, having operated our family’s dairy farm ever since my graduation from the Ontario Agricultural College at the University of Guelph. I have served on the Board of Directors for Gay-Lea Foods Co-operative, including serving as Chair for two years, and on the Board of the Ontario Federation of Agriculture, where I was most recently a Vice-President.

I have also served as a Councillor for the Municipality of Meaford. Through this experience, I understand the challenges our local municipalities face. I am aware that our communities are grappling with mounting infrastructure costs and capital deficits, are at the forefront of an unprecedented pace of development and are navigating new social challenges. Please be assured that we are on the same team when it comes to making our community a better place. These challenges may be complex, but together, we can get it done for our communities.

Please be assured that my office is open and is a resource for you. As your MPP, I am committed to helping you navigate the provincial government when help is needed. I am also committed to being a presence in our community and pride myself on approachability. Don’t be shy to pick up the phone for a chat or send an email if you have an issue to bring to my attention.

I look forward to working with all of you over the next four years, as we work collectively to make Bruce—Grey—Owen Sound an even better place to call home!

Yours in service,



Paul Vickers, MPP
Bruce—Grey—Owen Sound



Staff Report

Council Meeting Date: March 24, 2025

Subject: FIRE-2025 04-Fire Dispatch Service Change of Provider

Report from: Steve Tiernan, Fire Chief

Attachments: None

Recommendation

Be It Resolved that

1. Council hereby approves the Report FIRE-2025 04-Fire Dispatch Service Change of Provider; and that
2. Council approves entering into a 15-year Fire Service Dispatch agreement with St. Catherines Fire Dispatch Services.

Background

On December 31st, 2025, the Fire Service Dispatch contract expires with Owen Sound Emergency Communications. Arran-Elderslie Fire & Emergency Services is looking to move to St. Catherines Fire Dispatch Services, which is a Fire Centric dispatch Service with a projected savings of approximately \$78,000 over 15 years.

Analysis

In 2024, the Bruce County Fire Chiefs started discussion about having a singular dispatch service for Bruce County fire departments. Much of the conversation was around having a singular dispatch server, to enhance the level of safety and consistency while operating at fire emergencies.

Throughout 2024, the Bruce County Fire Chief's Association visited Owen Sound, Tillsonburg and St. Catherines Dispatch Centres, since five of the eight Municipalities in Bruce County also have terminating contracts.

Dispatching fees for Arran-Elderslie Fire & Emergency Services for 2025 are expected to be approximately \$27,000 based on a \$2.99 dispatch rate per capita plus \$0.93 per capita for NexGen 911 fees.

At this time, and through careful consideration, looking at factors such as fire centric dispatch, cost efficiency, and a standardized approach to dispatching services, St. Catherines Fire Dispatch has been chosen by Arran-Elderslie Fire & Emergency Services to be the recommended dispatch center, with a first-year cost of \$23,917.00.

Services will be supplied at no additional cost to the municipality for hardware, software or initial integration as the move to St. Catherines Fire Dispatch takes place in 2026.

Link to Strategic/Master Plan

Click or tap here to enter text.

6.6 Modernizing Services

14.1 Fire Apparatus and Equipment

Fire Master Plan (2020)

Financial Impacts/Source of Funding/Link to Procurement Policy

This change in dispatch services supplier will save the municipality approximately \$4,000 in 2026 and \$78,000 over 15 years.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: March 24, 2025

Subject: REC-2025-03 Chesley Kinsmen Change House Upgrades

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

Attachments: None

Recommendation

Be It Resolved that Council hereby approves report REC-2025-03 Chesley Kinsmen Change House Upgrades

And further grants permission to the Kinsmen Club of Chesley to complete the upgrades to the Change House on behalf of the Municipality.

Background

The Kinsmen Club of Chesley have been working with Municipal staff to continue upgrades to the Chesley Park. Recent discussions have included the Change House building, the cement pad that was formerly the skate park and the waterfront area. Staff have been approached by the Kinsmen Club of Chesley to complete upgrades to the Change House building prior to Chesley Homecoming 2025.

In 2024, staff requested to Council, an emergency repair to the roof of the Change House, as it had sustained substantial damage. This was completed in 2024.

The Change House building serves as storage for both the Municipality and the Kinsmen Club of Chesley.

Analysis

The Kinsmen Club of Chesley is planning to move one of the existing steel doors to the back of the building and install a new roll door at the front of the building. This

roll door will assist both the Club and the Municipality with increased access to the building. The Municipality stores tables and chairs in the building, so the roll door will make it easier to move these items in and out. The Club is also planning to repaint the exterior of the building.

Staff are excited to work with the Club on this project to increase functionality and aesthetics of the building and recommend approval of the Chesley Kinsmen Change House upgrades.

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 implications for the Municipality. Municipal staff will work with the Kinsmen Club of Chesley regarding logistics of this project.

Approved by: Emily Dance, Chief Administrative Officer



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: March 24, 2025

Subject: SRFIN-25-05 – Council Remuneration and Expenses for 2024

Report from: David Munro, Interim Treasurer

Appendices: Appendix A - Council Remuneration & Expenses for 2024
Appendix B – Council expenditures and comparison to budget for 2024

Recommendation

Be It Resolved that Council hereby,

1. Receives the Council Remuneration and Expenses Report for 2024 for information.

Report Summary

This report provides the 2024 year-end financial results for Council Remuneration & Expenses.

Background

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

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

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

Analysis

A summary of Council Remuneration & Expenses has been included in **Appendix A** to provide the total remuneration, expenses and mileage paid to the Mayor and members of Council for the year ending December 31, 2024. The expenses noted are for those paid by the Municipality of Arran-Elderslie.

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

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

Appendix B is a report of the year-end results of Council expenditures compared to Budget, representing a favourable position of \$33,735. The most notable variances are related to the following:

- Less meetings than budgeted
- Training budget was underutilized in 2024.

It should be noted that all expenses paid to the Mayor and/or Deputy Mayor by the County of Bruce incurred as a member of County Council are identified on the County of Bruce's Statement of Remuneration and Expenses annually in accordance with the Municipal Act.

Link to Strategic/Master Plan

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

Council expenditures were less than expected, thus contributing favourably to year-end results. It should be noted that any adjustments noted during 2024 year end could result in minor modifications to this report. Council will be notified of any modifications.

Approved by: Emily Dance, Chief Administrative Officer

MUNICIPALITY OF ARRAN-ELDERSLIE
Council Remuneration & Expenses 2024

Council	Honorarium	Meetings	Saugeen Valley Conservation Authority Per Diem	Sub-Total	Expenses	Mileage	Saugeen Valley Conservation Authority mileage	TOTAL
Steve Hammell	\$13,363.56	\$5,312.72		\$18,676.28	\$1,182.80	\$280.91		\$20,139.99
Jennifer Shaw	\$9,383.64	\$5,943.16		\$15,326.80	\$3,241.55	\$774.78		\$19,343.13
Brian Dudgeon	\$7,551.60	\$4,003.07		\$11,554.67		\$396.20		\$11,950.87
Darryl Hampton	\$7,551.60	\$4,837.27		\$12,388.87		\$0.00		\$12,388.87
Ryan Nickason	\$7,551.60	\$6,251.84		\$13,803.44		\$486.20		\$14,289.64
Moiken Penner	\$7,551.60	\$6,153.21	\$1,140.00	\$14,844.81	\$1,189.09	\$586.16	\$185.12	\$16,805.18
Peter Steinacker	\$7,551.60	\$5,170.69		\$12,722.29		\$536.65		\$13,258.94
	\$60,505.20	\$37,671.96	\$1,140.00	\$99,317.16	\$5,613.44	\$3,060.90	\$185.12	\$108,176.62

Level 4: 01-1010 General-Council				
1 - Departmental Actual Transaction Details				
For period ending December 31, 2024				
	2024	2024	2024	2024
	Full Year	Full Year	\$ Variance	% Variance
	Actuals	Budget		
01-1010 General-Council				
01-1010-4033 Honorariums	\$98,177	\$107,766	\$9,589	9%
01-1010-4304 Insurance	\$1,407	\$1,303	(\$104)	(8%)
01-1010-4340 Material & Supplies	\$341	\$550	\$209	38%
01-1010-4354 Election	\$1,773	\$2,100	\$327	16%
01-1010-4362 Meeting	\$626	\$10,250	\$9,624	94%
01-1010-4390 Telephone	\$1,357	\$2,031	\$674	33%
01-1010-4500 Employee Benefits	\$5,223	\$7,056	\$1,833	26%
01-1010-4540 Mileage	\$3,061	\$3,500	\$439	13%
01-1010-4550 Conferences	\$6,166	\$10,000	\$3,834	38%
01-1010-4551 Training	\$2,690	\$10,000	\$7,310	73%
01-1010-9030 Transfer to Reserve	\$8,000	\$8,000	\$0	0%
Total 01-1010 General-Council	\$128,821	\$162,556	\$33,735	21%



Staff Report

Council Meeting Date: March 24, 2025

Subject: SRFIN-25-05 2024 Operating Year-End Report

Report from: David Munro, Interim Treasurer

Attachments: Appendix A – 2024 Operating Actuals vs Budget by Department

Recommendation

Be It Resolved that Council hereby receives Report SRFIN-25-05 2024 Operating Year-End report.

Background

This report compares 2024's actual operating revenues and expenses to the 2024 Budget.

Analysis

The attached Appendix A shows each department's net position (revenue less expenses) and compares them to budget. Below highlights some significant differences from budget by Department. Note, any adjustments from our auditor are still to come.

General

01-1010 Council

Honorariums (Remuneration) were \$9,589 less than budget due to less meetings than budgeted.

Meeting expenses were \$9,624 less than budget as budget included \$10,000 for DEI meetings.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
MS MUNICIPAL SERVICES				
01-1010 General-Council				
01-1010-4033 Honorariums	98,177	107,766	9,589	8.9%
01-1010-4304 Insurance	1,407	1,303	-104	(8.0%)
01-1010-4340 Material & Supplies	341	550	209	38.0%
01-1010-4354 Election	1,773	2,100	327	15.6%
01-1010-4362 Meeting	626	10,250	9,624	93.9%
01-1010-4390 Telephone	1,357	2,031	674	33.2%
01-1010-4500 Employee Benefits	5,223	7,056	1,833	26.0%
01-1010-4540 Mileage	3,061	3,500	439	12.5%
01-1010-4550 Conferences	6,166	10,000	3,834	38.3%
01-1010-4551 Training	2,690	10,000	7,310	73.1%
01-1010-4552 Memberships				#DIV/0!
01-1010-9030 Transfer to Reserve	8,000	8,000		
Total 01-1010 General-Council	128,821	162,556	33,735	20.8%

01-1020 General

Total Wages & Benefits were \$48,907 under budget because the budget included a role that was not filled.

Contracted Services – based on the last few years invoices from BDO, there was \$60,000 accrued in 2024 vs a budget of \$37,906 (22,094 variance). In addition, staff cleaned up an accrued liability account which resulted in \$20,000 being charged in 2024 relating to a prior year issue.

Two interim 2023 audit bills were received totaling \$14,348.16 more than what was accrued (these charges may get assigned to 2023 once BDO (now MNP) audit is completed).

Infinity Network Solutions (also part of Contracted Services) – There was \$80,018.21 spent vs a budget of \$35,329 and prior year of \$54,353. A meeting will be scheduled with Infinity to discuss why and what can be done to bring this expense within budget for 2025 and beyond.

Advertising was \$12,892 over budget which, in part, was due to an overage from advertising for a new CAO that was not budgeted.

Land Sale expenses of \$36,688 vs \$0 budget – staff budgeted a net number (revenue less expenses) in the revenue line.

Investment income was \$60,982 better than budget – the Municipality realized a \$150K gain when the first PPN (Principal Protected Note) matured (and it increased in value in the last six months).

Interest income was \$209,444 better than budget –interest rates continued to be high throughout most of 2024.

Land Sales revenue is \$51,495 less than budget (also see Land Sale expenses above)

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
MS MUNICIPAL SERVICES				
01-1020 General-Program Support				
01-1020-0000		939	939	100.0%
01-1020-4000 Salaries & Wages	537,371	638,087	100,716	15.8%
01-1020-4034 Wages Overtime	416		-416	#DIV/0!
01-1020-4038 Wages Vacation	34,930	235	-34,695	(14,763.8%)
01-1020-4040 Wages Stats	12,669		-12,669	#DIV/0!
01-1020-4042 Wages Sick Pay	9,081		-9,081	#DIV/0!
01-1020-4300 Contracted Services	205,240	95,122	-110,118	(115.8%)
01-1020-4301 Advertising	14,432	1,540	-12,892	(837.1%)
01-1020-4303 Legal Services	61,401	78,000	16,599	21.3%
01-1020-4304 Insurance	68,237	87,802	19,565	22.3%
01-1020-4308 Courier Service	339	187	-152	(81.3%)
01-1020-4313 Software Licence	83,368	102,195	18,827	18.4%
01-1020-4318 IT Services	5,569		-5,569	#DIV/0!
01-1020-4320 Bldg Mtce	5,578	1,040	-4,538	(436.3%)
01-1020-4340 Material & Supplies	3,634	2,461	-1,173	(47.7%)
01-1020-4341 Office Supplies	8,056	13,938	5,882	42.2%
01-1020-4342 Cleaning Supplies	233	110	-123	(111.8%)
01-1020-4358 Publications		34	34	100.0%
01-1020-4362 Meeting	3,604	7,800	4,196	53.8%
01-1020-4364 Computer Supplies	4,782	2,080	-2,702	(129.9%)
01-1020-4370 Fuel	65		-65	#DIV/0!
01-1020-4371 Natural Gas	1,268	4,160	2,892	69.5%
01-1020-4373 Hydro	5,205	5,324	119	2.2%
01-1020-4376 Property Taxes	6,135	1,995	-4,140	(207.5%)
01-1020-4380 Room Rental	-105		105	#DIV/0!
01-1020-4390 Telephone	6,892	9,098	2,206	24.2%
01-1020-4500 Employee Benefits	182,850	187,902	5,052	2.7%
01-1020-4510 Clothing Allowance	76	350	274	78.3%
01-1020-4540 Mileage	713	500	-213	(42.6%)
01-1020-4550 Conferences	3,350	10,000	6,650	66.5%
01-1020-4551 Training	3,549	7,500	3,951	52.7%
01-1020-4552 Memberships	32,176	27,484	-4,692	(17.1%)
01-1020-4600 Miscellaneous	843		-843	#DIV/0!
01-1020-4601 Strategic Initiatives		1,000	1,000	100.0%
01-1020-4603 Write Off	-63		63	#DIV/0!
01-1020-4604 Write Off	48,248	57,062	8,814	15.4%
01-1020-4651 Postage	19,776	15,325	-4,451	(29.0%)
01-1020-4700 Interest	8,032		-8,032	#DIV/0!
01-1020-4701 Bank Charges	7,842	13,500	5,658	41.9%
01-1020-4801 Land Sale Expenses	36,688		-36,688	#DIV/0!
01-1020-5266 Tax Certificates	-11,265	-10,000	1,265	(12.7%)
01-1020-5271 Licence Fee	-1,144	-2,000	-856	42.8%
01-1020-5275 Permit Fee	-1,800	-500	1,300	(260.0%)
01-1020-5290 Misc Charges	5		-5	#DIV/0!
01-1020-5320 Gov Tsfr - Provincial	-1,618,100	-1,627,000	-8,900	0.5%
01-1020-5403 Resale Materials	-44	-72	-28	38.9%
01-1020-5700 Investment Income	-164,876	-103,894	60,982	(58.7%)
01-1020-5701 Interest Income	-554,289	-344,845	209,444	(60.7%)
01-1020-5900 Misc Revenue	-7,347	-14,548	-7,201	49.5%
01-1020-5901 Land Sales	-248,505	-300,000	-51,495	17.2%
01-1020-5908 Refund				#DIV/0!
01-1020-9030 Transfer to Reserve	1,479,186	1,267,368	-211,818	(16.7%)
01-1020-9230 Transfer from Reserve	-8,855	-6,723	2,132	(31.7%)
Total 01-1020 General-Program Support	285,446	230,556	-54,890	(23.8%)

01-1030 – Asset Management / GIS

There was less spent on salaries as the student/contractor was only here for seven months in 2024. This was offset slightly when the Municipality paid a contractor in the fall of 2024. Total expenses for this department are \$16,714 less than budget.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
MS MUNICIPAL SERVICES				
01-1030 General-Asset Management / GIS				
01-1030-4000 Salaries & Wages	20,625		-20,625	#DIV/0!
01-1030-4004 Wages Student		44,882	44,882	100.0%
01-1030-4038 Wages Vacation	846	1,830	984	53.8%
01-1030-4300 Contracted Services	5,845	400	-5,445	(1,361.3%)
01-1030-4313 Software License	6,881		-6,881	#DIV/0!
01-1030-4340 Material & Supplies	323	2,976	2,653	89.1%
01-1030-4390 Telephone		244	244	100.0%
01-1030-4500 Employee Benefits	3,043	5,945	2,902	48.8%
01-1030-4550 Conferences		1,000	1,000	100.0%
01-1030-5680 Grants Other		-3,000	-3,000	100.0%
01-1030-9230 Transfer from Reserve	-35,000	-35,000		
Total 01-1030 General-Asset Management / GIS	2,563	19,277	16,714	86.7%

Conservation Authorities

01-2030 – Conservation

There was \$34,000 accrued for 2023 and 2024 as the Municipality has not yet been billed for Paisley Dyke maintenance by Saugeen Valley Conservation Authority. The budget for Material & Supplies was in error and is not included in the 2025 budget.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-2030 Protection- Conservation				
01-2030-4300 Contracted Services	34,000	38,000	4,000	10.5%
01-2030-4340 Material & Supplies		24,981	24,981	100.0%
Total 01-2030 Protection- Conservation	34,000	62,981	28,981	46.0%

01-2031 Saugeen Valley Conservation Authority

The budget did not include a 2024 increase and the 2025 budget is correct.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-2031 Protection-Conservation SVCA				
01-2031-4671 Conservation Levy	59,462	51,937	-7,525	(14.5%)
Total 01-2031 Protection-Conservation SVCA	59,462	51,937	-7,525	(14.5%)

Fire

01-2010 Protection-Common Fire

The Fire Chief's salary was budgeted to this department, but the actuals were charged 2/3 to this department and 1/3 to the Chesley Fire Department (01-2012). This accounted for most of the \$44,225 good news vs budget.

01-2012 Protection-Chesley Fire

1/3 of Fire Chief's salary was charged here but the budget was in 01-2010. This accounted for most of the \$30,419 bad news vs budget.

01-2014 Protection-Paisley Fire

Fire Calls and practices \$19,922 less than budget.

01-2016 Protection-Tara Fire

Education and Training \$15,676 higher than budget. Building maintenance is \$5,741 higher than budget.

Total for Fire, \$613,272 which is \$9,331 less than budget.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-2010 Protection-Common Fire	133,226	177,451	44,225	24.9%
01-2012 Protection-Chesley Fire	174,890	144,471	-30,419	(21.1%)
01-2014 Protection-Paisley Fire	101,007	121,936	20,929	17.2%
01-2016 Protection-Tara Fire	204,154	178,745	-25,409	(14.2%)
Total Fire Protection	613,277	622,603	9,326	1.5%

Transportation Services

Roads

The 2024 expenses came in \$67,217 less than budgeted (2.5% less).

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-2510 Transportation-Roads-Admin	99,298	87,958	-11,340	(12.9%)
01-2511 Transportation-Roads-Admin-Union	396,476	384,513	-11,963	(3.1%)
01-2512 Transportation-Roads-Shop	144,921	160,473	15,552	9.7%
01-2513 Transportation-Roads-Roadside	95,255	118,117	22,862	19.4%
01-2514 Transportation-Roads-Bridges	340,930	353,221	12,291	3.5%
01-2515 Transportation-Roads-Hardtop	57,676	55,637	-2,039	(3.7%)
01-2516 Transportation-Roads-Gravel	709,146	711,035	1,889	0.3%
01-2517 Transportation-Roads-Safety	42,120	48,722	6,602	13.6%
01-2518 Transportation-Roads-Vehicles	569,779	594,187	24,408	4.1%
01-2530 Transportation-Saugeen Mobility & Regional Tran	72,132	74,174	2,042	2.8%
01-2540 Transportation-Parking	-2,394	3,745	6,139	163.9%
01-2550 Transportation-Street Lighting	63,428	64,202	774	1.2%
Total Roads	2,588,767	2,655,984	67,217	2.5%

Winter Control

Total winter control expenses were \$19,134 less than budget. As done in previous years, this variance to budget has been moved to the winter control reserve (01-0000-7263).

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-2520 Transportation-Winter Ctrl-Salt/Sand				
01-2520-0000		32	32	100.0%
01-2520-4000 Salaries & Wages	15,808	27,941	12,133	43.4%
01-2520-4004 Wages Student		1,147	1,147	100.0%
01-2520-4034 Wages Overtime	5,630	3,116	-2,514	(80.7%)
01-2520-4038 Wages Vacation		120	120	100.0%
01-2520-4340 Material & Supplies	65,271	58,802	-6,469	(11.0%)
01-2520-4500 Employee Benefits	5,554	9,030	3,476	38.5%
01-2520-9030 Transfer to Reserve	7,925		-7,925	#DIV/0!
Total 01-2520 Transportation-Winter Ctrl-Salt/Sand	100,188	100,188	0	0.0%
01-2521 Transportation-Winter Ctrl-Snow Moving				
01-2521-0000		260	260	100.0%
01-2521-4000 Salaries & Wages	99,809	134,656	34,847	25.9%
01-2521-4004 Wages Student	2,466	2,912	446	15.3%
01-2521-4034 Wages Overtime	52,798	39,634	-13,164	(33.2%)
01-2521-4038 Wages Vacation		1,433	1,433	100.0%
01-2521-4300 Contracted Services	52,965	25,527	-27,438	(107.5%)
01-2521-4340 Material & Supplies	587	500	-87	(17.4%)
01-2521-4500 Employee Benefits	35,813	43,838	8,025	18.3%
01-2521-5238 Fee For Service	-23,144	-17,500	5,644	(32.3%)
01-2521-9030 Transfer to Reserve	9,966		-9,966	#DIV/0!
Total 01-2521 Transportation-Winter Ctrl-Snow Moving	231,260	231,260		
01-2522 Transportation-Winter Ctrl-Standby				
01-2522-4000 Salaries & Wages		27,738	27,738	100.0%
01-2522-4004 Wages Student		1,128	1,128	100.0%
01-2522-4036 Wages Standby	28,538		-28,538	#DIV/0!
01-2522-4038 Wages Vacation		1,037	1,037	100.0%
01-2522-4500 Employee Benefits	3,966	3,844	-122	(3.2%)
01-2522-9030 Transfer to Reserve	1,243		-1,243	#DIV/0!
Total 01-2522 Transportation-Winter Ctrl-Standby	33,747	33,747		
Total Winter Control	365,195	365,195	0	0.0%
total expenses	346,061	365,195	19,134	5.2%
total transfer to reserve (01-0000-7263)	19,134	0	-19,134	

Environmental Programs

There was more revenue from waste disposal than budgeted.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-3040 Environmental-Garbage Collection	-152,338	-153,093	-755	0.5%
01-3050 Environmental-Waste Disposal	38,192	73,134	34,942	47.8%
01-3060 Environmental-Recycling	112,475	116,150	3,675	3.2%
Total Environmental Programs	-1,671	36,191	37,862	104.6%

Health Clinics

In 2024, the Municipality paid out the remaining amounts with respect to Doctor Recruitment for previous agreements.

The clinics both had a surplus of revenue over expenses and these surpluses were moved to their respective reserves.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-4000 Health-Physician Recruitment	7,888	8,688	800	9.2%
01-4002 Health-Clinic-Chesley	1	33	32	97.0%
01-4004 Health-Clinic-Paisley		137	137	100.0%
Total Clinics	7,889	8,858	969	10.9%

Cemeteries

Cemeteries came in \$22,573 less than budget.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-4010 Health-Cemetery-Common	8,615	3,810	-4,805	(126.1%)
01-4011 Health-Cemetery-Arran	816	4,001	3,185	79.6%
01-4012 Health-Cemetery-Chesley	15,495	28,793	13,298	46.2%
01-4013 Health-Cemetery-Elderslie	1,868	4,800	2,932	61.1%
01-4014 Health-Cemetery-Paisley	6,706	11,621	4,915	42.3%
01-4016 Health-Cemetery-Tara	-701	2,347	3,048	129.9%
Total Cemeteries	32,799	55,372	22,573	40.8%

Recreation & Culture

Overall, Recreation and Culture finished \$102,931 better than budget.

Ice Rental Revenue was higher than budgeted:

Ice Rental 2024				
	2024 Actuals	2024 Budget	\$ Variance	% Variance
Chesley	\$119,124	\$105,020	\$14,104	13.4%
Paisley	\$106,902	\$90,774	\$16,128	17.8%
Tara	\$111,737	\$94,886	\$16,851	17.8%
Total	\$337,763	\$290,680	\$47,083	16.2%

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-5001 Rec/Cult-Parkland-Recreation	158,557	160,525	1,968	1.2%
01-5015 Rec/Cult-Admin	116,682	137,093	20,411	14.9%
01-5020 Rec/Cult-Common H&S	10,134	15,111	4,977	32.9%
01-5210 Rec/Cult-Programs-AE Programs	55,495	48,100	-7,395	(15.4%)
01-5220 Rec/Cult-Programs-Day Camp	-3,484	-10,627	-7,143	67.2%
01-5311 Rec/Cult-Parks-Ball Field-Arran/Allenford	653	2,913	2,260	77.6%
01-5312 Rec/Cult-Parks-Ball Field-Chesley	11,681	8,589	-3,092	(36.0%)
01-5314 Rec/Cult-Parks-Ball Field-Paisley	4,071	2,877	-1,194	(41.5%)
01-5316 Rec/Cult-Parks-Ball Field-Tara	17,237	6,266	-10,971	(175.1%)
01-5322 Rec/Cult-Parks-Splashpad-Chesley	1,746	1,205	-541	(44.9%)
01-5324 Rec/Cult-Parks-Splashpad-Paisley	2,335	1,205	-1,130	(93.8%)
01-5326 Rec/Cult-Parks-Splashpad-Tara	857	1,205	348	28.9%
01-5411 Rec/Cult-Facilities-CC Arran/Arkwright	4,670	2,673	-1,997	(74.7%)
01-5412 Rec/Cult-Facilities-Chesley Comm Ctr	167,387	206,293	38,906	18.9%
01-5414 Rec/Cult-Facilities-Paisley Comm Ctr	158,053	205,379	47,326	23.0%
01-5416 Rec/Cult-Facilities-Tara Comm Ctr	124,304	173,738	49,434	28.5%
01-5512 Rec/Cult-Facilities-Chesley Pool	55,052	28,535	-26,517	(92.9%)
01-5516 Rec/Cult-Facilities-Tara Pool	24,208	41,289	17,081	41.4%
01-5612 Rec/Cult-Facilities-Chesley Trailer Park	2,745	5,897	3,152	53.5%
01-5712 Rec/Cult-Facilities-Lease-Chesley Town Hall	20,446	29,066	8,620	29.7%
01-5714 Rec/Cult-Facilities-Lease-Paisley Legion	13,101	8,171	-4,930	(60.3%)
01-5715 Rec/Cult-Facilities-Lease-Paisley LCBO	-1	22	23	104.5%
01-5812 Rec/Cult-Libraries-Chesley	825	-2,192	-3,017	137.6%
01-5814 Rec/Cult-Libraries-Paisley	1,835	-2,083	-3,918	188.1%
01-5816 Rec/Cult-Libraries-Tara	3,776	5,080	1,304	25.7%
01-5914 Rec/Cult-Museum-Paisley	28,951	7,917	-21,034	(265.7%)
Total RECREATION AND CULTURE	981,316	1,084,247	102,931	9.5%

Planning and Development

01-7010 Zoning requests and expenses were \$18,891 less than budget in 2024.

01-7220 Downtown Decor had \$20,721 in unbudgeted donations

01-7410 Economic Development had a gap between staff.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-7010 Plan/Dev-Planning-Zoning	23,049	41,940	18,891	45.0%
01-7210 Plan/Dev-Commercial/Industrial Dev	85		-85	#DIV/0!
01-7220 Plan/Dev-Comm/Ind-Downtown Decor	73,579	86,811	13,232	15.2%
01-7230 Plan/Dev-Comm/Ind- Gravel Pits	5,028	9,256	4,228	45.7%
01-7410 Plan/Dev-Economic Development	181,115	206,422	25,307	12.3%
Total Economic Development	282,856	344,429	61,573	17.9%

Building

Invoiced permits were less than budgeted in 2024. The Municipality used less contracted services (i.e. CBO backup) than budgeted. There was a net surplus of \$26,006 which we moved to the building code reserve.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-2042 Protection-Building Inspection				
01-2042-0000		180	180	100.0%
01-2042-4000 Salaries & Wages	108,463	127,701	19,238	15.1%
01-2042-4038 Wages Vacation	10,827		-10,827	#DIV/0!
01-2042-4040 Wages Stats	1,932		-1,932	#DIV/0!
01-2042-4303 Legal Services		5,677	5,677	100.0%
01-2042-4304 Insurance	4,306	5,881	1,575	26.8%
01-2042-4313 Software Licence	17,018	19,351	2,333	12.1%
01-2042-4323 Vehicle Repair	336	500	164	32.8%
01-2042-4340 Material & Supplies	13	2,000	1,987	99.4%
01-2042-4341 Office Supplies	42	2,000	1,958	97.9%
01-2042-4360 Vehicle Licences		272	272	100.0%
01-2042-4364 Computer Supplies		9,000	9,000	100.0%
01-2042-4370 Fuel	1,872	3,340	1,468	44.0%
01-2042-4390 Telephone	384	730	346	47.4%
01-2042-4500 Employee Benefits	35,412	32,473	-2,939	(9.1%)
01-2042-4510 Clothing Allowance		300	300	100.0%
01-2042-4515 Boot Allowance		250	250	100.0%
01-2042-4550 Conferences	1,956	2,500	544	21.8%
01-2042-4551 Training	108	3,000	2,892	96.4%
01-2042-4552 Memberships	715	650	-65	(10.0%)
01-2042-4602 Pandemic Costs				#DIV/0!
01-2042-5267 Compliance Letters	-6,230	-6,000	230	(3.8%)
01-2042-5275 Permit Fee	-186,679	-209,805	-23,126	11.0%
01-2042-5900 Bruce County Development Charges	-2,543		2,543	#DIV/0!
01-2042-9030 Transfer to Reserve	26,006		-26,006	#DIV/0!
01-2042-9230 Transfer from Reserve	-13,938		13,938	#DIV/0!
Total 01-2042 Protection-Building Inspection				#DIV/0!

By-law

Animal Control was budgeted to break even with \$16,000 in license fees and \$14,187 in contracted services. However, actual contracted services came in at \$30,413 and legal services totaled \$13,276. The 2023 actuals were \$75,653.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-2041 Protection-Animal Control				
01-2041-4300 Contracted Services	30,413	14,187	-16,226	(114.4%)
01-2041-4303 Legal Services	13,276		-13,276	#DIV/0!
01-2041-4309 Contract Livestock Claims	12,456	2,324	-10,132	(436.0%)
01-2041-4310 Contract Pound Fees	1,227	1,094	-133	(12.2%)
01-2041-4340 Material & Supplies	1,191	795	-396	(49.8%)
01-2041-5270 Licence Fee	-15,180	-16,000	-820	5.1%
01-2041-5290 Misc Charges	-384		384	#DIV/0!
01-2041-5680 Grants Other	-10,333	-2,000	8,333	(416.7%)
01-2041-5960 Fines	-190	-400	-210	52.5%
01-2041-9030 Transfer to Reserve				#DIV/0!
Total 01-2041 Protection-Animal Control	32,476		-32,476	#DIV/0!

Property Standards contracted services actuals were \$32,643 vs a budget of \$48,832. There was one-time good news as the Cannabis reserve (\$15,000) was closed.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-2044 Protection-Property Standards				
01-2044-0000		8	8	100.0%
01-2044-4000 Salaries & Wages		4,016	4,016	100.0%
01-2044-4300 Contracted Services	32,643	48,832	16,189	33.2%
01-2044-4303 Legal Services	470	5,000	4,530	90.6%
01-2044-4500 Employee Benefits		1,053	1,053	100.0%
01-2044-5900 Misc. Revenue	-17,407		17,407	#DIV/0!
Total 01-2044 Protection-Property Standards	15,706	58,909	43,203	73.3%

Water and Sewer

In total, Water & Sewer revenues were \$43,039 or 1.5% higher than budget. Expenses came in \$20,989 over budget. Transfer to reserve was \$22,047 better than budget.

Most of the wages and benefits are budgeted to department 01-3005 (Common), however, the actual wages and benefits were split to the various water and sewer departments. This shows as good news in 01-3005 total expenses and some offsetting bad news in various department expenses (e.g. 01-3005).

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-3005 Environmental-Sewer&Water-Common				
01-3005 total expenses	326,889	562,859	235,970	41.9%
01-3005 transfer from Reserve	-326,889	-562,859	-235,970	41.9%
01-3005 Net	0	0	0	
01-3012 Environmental-Sewage-Chesley				
01-3012 total revenue	-596,491	-610,722	-14,231	2.3%
01-3012 total expenses	179,998	175,722	-4,276	(2.4%)
01-3012 Transfer to Reserve	416,492	435,000	18,508	4.3%
01-3012 Net	0	0	0	
01-3015 Environmental-Sewage-Paisley				
01-3015 total revenue	-340,089	-302,791	37,298	(12.3%)
01-3015 total expenses	233,065	156,430	-76,635	(49.0%)
01-3015 Transfer to Reserve	107,024	146,361	39,337	26.9%
01-3015 Net	0	0	0	
01-3017 Environmental-Sewage-Tara				
01-3017 total revenue	-329,712	-340,468	-10,756	3.2%
01-3017 total expenses	79,136	67,668	-11,468	(16.9%)
01-3017 Transfer to Reserve	250,576	272,800	22,224	8.1%
01-3017 Net	0	0	0	
01-3030 Environmental-Source Water Protection				
01-3030-4300 Contracted Services	6,500	6,760	260	3.8%
01-3030-9230 Transfer from Reserve	-6,500	-6,760	-260	3.8%
Total 01-3030 Environmental-Source Water Protection	0	0	0	
01-3032 Environmental-Water-Chesley/Paisley				
01-3032 total revenue	-1,244,143	-1,210,489	33,654	(2.8%)
01-3032 total expenses	277,214	175,399	-101,815	(58.0%)
01-3032 Transfer to Reserve	966,927	1,035,090	68,163	6.6%
01-3032 Net	0	0	0	
01-3036 Environmental-Water-Tara				
01-3036 total revenue	-430,142	-433,068	-2,926	0.7%
01-3036 total expenses	172,768	109,743	-63,025	(57.4%)
01-3036 Transfer to Reserve	257,374	323,325	65,951	20.4%
01-3036 Net	0	0	0	
Total WS WATER AND SEWER SERVICES	0	0	0	
Grand Total - Water and Sewer Revenues	-2,940,577	-2,897,538	43,039	(1.5%)
Grand Total - Water and Sewer Expenses	1,275,570	1,254,581	-20,989	(1.7%)
Transfers to Reserves	1,665,004	1,642,957	-22,047	(1.3%)
Net	0	0	0	

Storm

There were less funds spent on strategic initiatives (stormwater study) as some of it was spent on a capital project for engineering. The 2024 budget incorrectly had a transfer from water reserve.

	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-3018 Environmental-Storm Water-Catch Basins				
01-3018-0000		1	1	100.0%
01-3018-4000 Salaries & Wages	2,492	11,404	8,912	78.1%
01-3018-4034 Wages Overtime		190	190	100.0%
01-3018-4300 Contracted Services	20,708	8,854	-11,854	(133.9%)
01-3018-4302 Eng Services	4,995	2,800	-2,195	(78.4%)
01-3018-4340 Material & Supplies	3,294	1,000	-2,294	(229.4%)
01-3018-4381 Equip Rental		500	500	100.0%
01-3018-4500 Employee Benefits	1,550	3,728	2,178	58.4%
01-3018-4601 Strategic Initiatives	26,747	56,404	29,657	52.6%
01-3018-9230 Transfer from Reserve		-28,477	-28,477	100.0%
Total 01-3018 Environmental-Storm Water-Catch Basins	59,786	56,404	-3,382	(6.0%)
01-3019 Environmental-Storm Water-Ditches				
01-3019-4000 Salaries & Wages	2,368	6,227	3,859	62.0%
01-3019-4300 Contracted Services	9,601	10,000	399	4.0%
01-3019-4340 Material & Supplies	5,805	10,400	4,595	44.2%
01-3019-4500 Employee Benefits	775	1,909	1,134	59.4%
01-3019-9230 Transfer from Reserve		-28,536	-28,536	100.0%
Total 01-3019 Environmental-Storm Water-Ditches	18,549		-18,549	#DIV/0!
Total STORM	78,335	56,404	-21,931	(38.9%)

Link to Strategic/Master Plan

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

The 2024 net surplus/deficit (revenue less expenses) is moved to/from the working capital reserve (01-0000-7210). The current amount for 2024 is a surplus of \$348,307. The final amount will be subject to adjustments made by auditor.

Approved by: Emily Dance, Chief Administrative Officer

Arran-Elderslie 1 - Departmental Actual Transaction Details - year-end For period ending December 31, 2024				
Appendix A - 2024 Operating Actuals vs Budget by Department	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
MS MUNICIPAL SERVICES				
01-1010 General-Council	128,821	162,556	33,735	20.8%
01-1020 General-Program Support	284,845	230,556	-54,289	(23.5%)
01-1030 General-Asset Management / GIS	2,563	19,277	16,714	86.7%
01-1060 General-Human Resources	712		-712	#DIV/0!
01-2010 Protection-Common Fire	133,226	177,451	44,225	24.9%
01-2012 Protection-Chesley Fire	179,957	144,471	-35,486	(24.6%)
01-2014 Protection-Paisley Fire	91,424	121,936	30,512	25.0%
01-2016 Protection-Tara Fire	201,896	178,745	-23,151	(13.0%)
01-2020 Protection-Police	1,160,886	1,160,789	-97	-
01-2030 Protection- Conservation	34,000	62,981	28,981	46.0%
01-2031 Protection-Conservation SVCA	59,462	51,937	-7,525	(14.5%)
01-2032 Protection-Conservation GSCA	45,452	46,612	1,160	2.5%
01-2045 Protection- Crossing Guards	47,761	39,839	-7,922	(19.9%)
01-2050 Protection-Emergency Measures	370	2,901	2,531	87.2%
01-2510 Transportation-Roads-Admin	99,298	87,958	-11,340	(12.9%)
01-2511 Transportation-Roads-Admin-Union	396,476	384,513	-11,963	(3.1%)
01-2512 Transportation-Roads-Shop	144,921	160,473	15,552	9.7%
01-2513 Transportation-Roads-Roadside	95,255	118,117	22,862	19.4%
01-2514 Transportation-Roads-Bridges	340,930	353,221	12,291	3.5%
01-2515 Transportation-Roads-Hardtop	57,676	55,637	-2,039	(3.7%)
01-2516 Transportation-Roads-Gravel	709,146	711,035	1,889	0.3%
01-2517 Transportation-Roads-Safety	42,120	48,722	6,602	13.6%
01-2518 Transportation-Roads-Vehicles	569,779	594,187	24,408	4.1%
01-2520 Transportation-Winter Ctrl-Salt/Sand	100,188	100,188		
01-2521 Transportation-Winter Ctrl-Snow Moving	231,260	231,260		
01-2522 Transportation-Winter Ctrl-Standby	33,747	33,747		

Arran-Elderslie 1 - Departmental Actual Transaction Details - year-end For period ending December 31, 2024				
Appendix A - 2024 Operating Actuals vs Budget by Department	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-2530 Transportation-Saugeen Mobility & Regional Trans	72,132	74,174	2,042	2.8%
01-2540 Transportation-Parking	-2,394	3,745	6,139	163.9%
01-2550 Transportation-Street Lighting	63,428	64,202	774	1.2%
01-3040 Environmental-Garbage Collection	-152,338	-153,093	-755	0.5%
01-3050 Environmental-Waste Disposal	38,192	73,134	34,942	47.8%
01-3060 Environmental-Recycling	112,475	116,150	3,675	3.2%
01-4000 Health-Physician Recruitment	7,888	8,688	800	9.2%
01-4002 Health-Clinic-Chesley	1	33	32	97.0%
01-4004 Health-Clinic-Paisley		137	137	100.0%
01-4010 Health-Cemetery-Common	8,615	3,810	-4,805	(126.1%)
01-4011 Health-Cemetery-Arran	816	4,001	3,185	79.6%
01-4012 Health-Cemetery-Chesley	11,175	28,793	17,618	61.2%
01-4013 Health-Cemetery-Elderslie	1,868	4,800	2,932	61.1%
01-4014 Health-Cemetery-Paisley	6,706	11,621	4,915	42.3%
01-4016 Health-Cemetery-Tara	3,619	2,347	-1,272	(54.2%)
01-5001 Rec/Cult-Parkland-Recreation	158,557	160,525	1,968	1.2%
01-5015 Rec/Cult-Admin	116,682	137,093	20,411	14.9%
01-5020 Rec/Cult-Common H&S	10,134	15,111	4,977	32.9%
01-5210 Rec/Cult-Programs-AE Programs	55,495	48,100	-7,395	(15.4%)
01-5220 Rec/Cult-Programs-Day Camp	-9,303	-10,627	-1,324	12.5%
01-5311 Rec/Cult-Parks-Ball Field-Arran/Allenford	653	2,913	2,260	77.6%
01-5312 Rec/Cult-Parks-Ball Field-Chesley	11,681	8,589	-3,092	(36.0%)
01-5314 Rec/Cult-Parks-Ball Field-Paisley	4,071	2,877	-1,194	(41.5%)
01-5316 Rec/Cult-Parks-Ball Field-Tara	17,237	6,266	-10,971	(175.1%)
01-5322 Rec/Cult-Parks-Splashpad-Chesley	1,746	1,205	-541	(44.9%)
01-5324 Rec/Cult-Parks-Splashpad-Paisley	2,335	1,205	-1,130	(93.8%)
01-5326 Rec/Cult-Parks-Splashpad-Tara	857	1,205	348	28.9%

Arran-Elderslie 1 - Departmental Actual Transaction Details - year-end For period ending December 31, 2024				
Appendix A - 2024 Operating Actuals vs Budget by Department	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
01-5411 Rec/Cult-Facilities-CC Arran/Arkwright	4,670	2,673	-1,997	(74.7%)
01-5412 Rec/Cult-Facilities-Chesley Comm Ctr	167,387	206,293	38,906	18.9%
01-5414 Rec/Cult-Facilities-Paisley Comm Ctr	158,053	205,379	47,326	23.0%
01-5416 Rec/Cult-Facilities-Tara Comm Ctr	124,304	173,738	49,434	28.5%
01-5512 Rec/Cult-Facilities-Chesley Pool	43,541	28,535	-15,006	(52.6%)
01-5516 Rec/Cult-Facilities-Tara Pool	41,538	41,289	-249	(0.6%)
01-5612 Rec/Cult-Facilities-Chesley Trailer Park	2,745	5,897	3,152	53.5%
01-5712 Rec/Cult-Facilities-Lease-Chesley Town Hall	20,446	29,066	8,620	29.7%
01-5714 Rec/Cult-Facilities-Lease-Paisley Legion	13,101	8,171	-4,930	(60.3%)
01-5715 Rec/Cult-Facilities-Lease-Paisley LCBO	-1	22	23	104.5%
01-5812 Rec/Cult-Libraries-Chesley	825	-2,192	-3,017	137.6%
01-5814 Rec/Cult-Libraries-Paisley	1,835	-2,083	-3,918	188.1%
01-5816 Rec/Cult-Libraries-Tara	3,776	5,080	1,304	25.7%
01-5914 Rec/Cult-Museum-Paisley	28,951	7,917	-21,034	(265.7%)
01-7010 Plan/Dev-Planning-Zoning	23,049	41,940	18,891	45.0%
01-7210 Plan/Dev-Commercial/Industrial Dev	85		-85	#DIV/0!
01-7220 Plan/Dev-Comm/Ind-Downtown Decor	73,579	86,811	13,232	15.2%
01-7230 Plan/Dev-Comm/Ind- Gravel Pits	5,028	9,256	4,228	45.7%
01-7410 Plan/Dev-Economic Development	181,115	206,422	25,307	12.3%
01-7610 Plan/Dev-Tile Drainage	42,770	38,972	-3,798	(9.7%)
Total MS MUNICIPAL SERVICES	6,671,296	6,989,299	318,003	4.5%
BL BUILDING & BYLAW ENFORCEMENT SERVICES				
01-2041 Protection-Animal Control	32,476		-32,476	#DIV/0!
01-2042 Protection-Building Inspection				#DIV/0!
01-2044 Protection-Property Standards	15,706	58,909	43,203	73.3%
01-2060 Protection-By-Law/POA Parking	1,870		-1,870	#DIV/0!
Total BL BUILDING & BYLAW ENFORCEMENT SERVICES	50,052	58,909	8,857	15.0%

Arran-Elderslie 1 - Departmental Actual Transaction Details - year-end For period ending December 31, 2024				
Appendix A - 2024 Operating Actuals vs Budget by Department	2024	2024	2024	2024
	December YTD	December YTD	\$ Variance	% Variance
	Actuals	Budget		
WS WATER AND SEWER SERVICES				
01-3005 Environmental-Sewer&Water-Common	-1		1	#DIV/0!
01-3012 Environmental-Sewage-Chesley	-1		1	#DIV/0!
01-3015 Environmental-Sewage-Paisley				#DIV/0!
01-3017 Environmental-Sewage-Tara	3		-3	#DIV/0!
01-3018 Environmental-Storm Water-Catch Basins	59,786	56,404	-3,382	(6.0%)
01-3019 Environmental-Storm Water-Ditches	18,549		-18,549	#DIV/0!
01-3030 Environmental-Source Water Protection				#DIV/0!
01-3032 Environmental-Water-Chesley/Paisley	-2		2	#DIV/0!
01-3036 Environmental-Water-Tara				#DIV/0!
Total WS WATER AND SEWER SERVICES	78,334	56,404	-21,930	(38.9%)
TS TAXATION SERVICES				
01-0100 LT Taxation	-7,131,168	-7,118,829	12,339	(0.2%)
01-0200 UT Taxation				#DIV/0!
01-0300 EP Taxation	-32,992		32,992	#DIV/0!
01-0400 ES Taxation	1,119		-1,119	#DIV/0!
01-0500 FS Taxation	234		-234	#DIV/0!
01-0600 FP Taxation	601		-601	#DIV/0!
Total TS TAXATION SERVICES	-7,162,206	-7,118,829	43,377	(0.6%)
Total Arran-Elderslie	-362,524	-14,217	348,307	(2,449.9%)

Staff Report

Council Meeting Date: March 24, 2025

Subject: Community Working Group Consultation and Establish a Paisley Community Working Group

Report from: Jennifer Isber-Legge, Economic Development Coordinator

Attachments:

Recommendation

Be It Resolved that Council hereby approves Report ECDEV.2025-09 – Community Working Group Consultation and Establish a Paisley Community Working Group;

And further approves the following amendment to the Chesley Community Working Group and Tara Community Working Group Terms of Reference to include:

The Committee may be consulted by Council to comment on proposals, or decisions that may impact the downtown area of xxx, including the review and consideration of bylaws.

And directs staff to form a Paisley Community Working Group and bring back the Terms of Reference at a future Council meeting.

Background

The Terms of Reference for the Chesley Community Working Group (CCWG) and the Tara Community Working Group (TCWG) were approved in August 2024. The stated purpose of these Working Groups is to provide a platform for business and community stakeholders, and local staff to share information, develop ideas, raise issues and concerns, and recommend solutions that will support economic development and revitalization in downtown.

During Council meetings on February 24, 2025 and March 10, 2025, Council expressed interest in asking the working groups to provide comment on draft policies (Vacant Storefront Tax and Sidewalk Patio Policy)

Analysis

In order to capture this new role for the Community Working Groups, staff is recommending the following amendment to the activities of the CCWG and the TCWG;

The Committee may be consulted by Council to comment on proposals, or decisions that may impact the downtown area of (Chesley or Paisley), including the review and consideration of By-laws.

During the establishment of the CCWG and the TCWG it was intended to bring forward a working group for Paisley in the future. Staff is recommending the establishment of a Paisley Community Working Group with the same Terms of Reference as Chesley and Tara.

Link to Strategic/Master Plan

6.2 Supporting Businesses and the Local Economy

Financial Impacts/Source of Funding/Link to Procurement Policy

The Economic Development and Communications Coordinator time and capacity.

Approved by: Emily Dance, Chief Administrative Officer

Staff Report

Council Meeting Date: March 24, 2025

Subject: Corporate Image and Visual Identity

Report from: Jennifer Isber-Legge, Economic Development Coordinator

Attachments: Draft Corporate Image and Visual Identity Policy

Recommendation

Be It Resolved that Council hereby approves Report ECDEV.2025-08 – Corporate Image and Visual Identity;

And further bring forward a By-law to bring force and effect to the Corporate Image and Visual Identity Policy at a future Council Meeting.

Background

Community Toolkits including Community Brand Identifiers were created for the Village of Paisley in 2018, Chesley and Tara in 2023, and South Bruce Peninsula has granted the Municipality the use of Allenford's Community Brand Identifier for consistency.

The Municipality of Arran-Elderslie uses a Community Crest that was created at the time of amalgamation and a logo that was created in 2019 to identify our Municipality.

Analysis

The Municipality of Arran-Elderslie believes that one of the means of building a consistent, professional and distinct image is through the use of an official corporate logo and crest, community brand identifiers, as well as various other Images that are easily recognized and associated with our community. The Municipality's corporate identity is a valuable organizational asset that distinguishes Arran-Elderslie's services from those of other organizations.

By governing the use of the logo, crest and community brand identifiers, the Municipality can ensure that only those initiatives being supported or endorsed by the Municipality are granted permission to use the logo, the crest, and/or community brand identifiers as applicable.

A Corporate Image and Visual Identity Policy will clarify when the various logos that represent the Municipality are used and how they may be used.

1. Municipal Crest is only used for official purposes
2. Municipal Logo is used for corporate activities including apparel, awards, vehicles, buildings and sponsorship
3. Community Brand Identifiers are used for activities promoting individual towns including tourism brochures, social media, downtown décor.

Link to Strategic/Master Plan

6.6 Modernizing Services

Financial Impacts/Source of Funding/Link to Procurement Policy

None

Approved by: Emily Dance, Chief Administrative Officer



Policy

Section: 1.0 Administration

Policy: Corporate Image and Visual Identity

Policy By-Law:

Date:

Revision:

Policy Statement:

The Municipality of Arran-Elderslie believes that one of the means of building a consistent, professional and distinct image is through the use of an official corporate logo and crest, community brand identifiers, as well as various other Images that are easily recognized and associated with our community. The Municipalities corporate identity is a valuable organizational asset that distinguishes Arran-Elderslie's services from those of other organizations.

By governing the use of the logo, crest and community brand identifiers, the Municipality can ensure that only those initiatives being supported or endorsed by the Municipality are granted permission to use the logo, the crest, and/or community brand identifiers as applicable.

Legislative Authority:

Municipal Act, 2001, S.O. 2001, c. 25

Contents:

1.0 Definitions

Community Brand Identifiers: Community Brand Identifiers include logos for the Villages of Allenford, Paisley and Tara and the Town of Chesley

Corporate Communications: Corporate Communications encompasses internal and external communications including public relations, crisis management and the positive image of the Municipality. The Clerk or their designate represent Corporate Communications.

2.0 Logo Use

2.1 Use of the Municipal Crest

The Municipal crest symbolizes the early heritage of the community and is only used for official purposes.



2.2 Use of the Municipal Logo

Use of the Municipal logo is restricted to corporate activities, including but not limited to official Municipal letterhead, business documents, flags, awards, wearing apparel and uniforms, Municipality-owned property, vehicles and buildings.



2.3 Use of Community Brand Identifiers

Use of Community Brand Identifiers is restricted to corporate activities promoting an individual town or village, including but not limited to tourism brochures, flags, signage, social media, and buildings. Community Brand Identifiers may include a tagline. Community Brand Guidelines are available in the Community Toolkit.



3.0 Conditions for Use of the Municipal Logo or Community Brand Identifiers

3.1 Acceptable Use of the Municipal Logo or Community Brand Identifiers

Upon approval, Corporate Communications will grant permission to display or otherwise use the Municipal Logo or Community Brand Identifiers subject to the provisions of this Policy,

1. The Municipal Logo may only be used in black or white on a solid colour background. Community Brand Identifiers should always be used in colour when possible and may be used in black or white when necessary, on a solid colour background. Aspect ratio and image quality must be preserved.
2. Permission to use the Municipal Logo or Community Brand identifiers may not be transferred or extended to any other person.
3. Unless otherwise authorized by Corporate Communications in writing, the Municipal Logo or Community Brand Identifiers do not imply endorsement or sponsorship by the Municipality of any kind and an external user shall not use the logo to imply such endorsement or sponsorship unless authorized.
4. Users acknowledge and agree that the Municipality assumes no liability with respect to the use of the logo and shall release, defend and indemnify the Municipality and hold it harmless from any demands, claims, damage losses or liabilities which directly

or indirectly arise from a) the use of the Municipal Logo or Community Brand Identifiers
b) the user's failure to comply with any provision of this Policy.

5. Users shall, at their own expense, provide to Corporate Communications a sample of each product and any material upon or in which the logo or Community Brand Identifier is used.
6. Permission constitutes the use of the logo or Community Brand Identifiers, and the Municipality reserves the right, in its sole discretion, to terminate or modify permission to use the logo or Community Brand Identifier at any time and without prior notice – upon termination, all use of the logo or Community Brand Identifier must cease immediately.
7. Users shall not threaten or commence any claim against a third party regarding the Logo or Community Brand Identifier, and shall notify promptly Corporate Communications of any use or suspected use of the logo by a third party.

3.2 Unacceptable Use of the Municipal Logo or Community Brand Identifiers

A user shall not use the logo or Community Brand Identifier in any manner that the Municipality at any time considers unacceptable including the following situations for uses that:

1. Are inconsistent with:
 - a. the request for permission to use the logo
 - b. any provision contained in the grant of permission by Corporate Communications, or
 - c. any provision contained in this Policy
2. Advocate or promote the use of tobacco, alcohol, controlled substances, firearms or weapons.
3. Are within a partnership agreement or in the context of a relationship with retail, food or pharmaceutical establishments that may sell, in part, tobacco, alcohol, or controlled substances.
4. Promote unlawful conduct, pornography, obscenity, indecency, or which offends prevailing community standards.
5. Promote religious messages or beliefs.
6. Promote, or support or in opposition to any political candidate or party.
7. Promote or support political messages not endorsed by Council.
8. Criticize or damage the reputation of the Municipality of Arran-Elderslie, or its operations, or its officers, agents or employees.
9. Impair or diminish the Municipality's interest and rights in the Logo or Community Brand Identifier.

4.0 Responsibilities of Corporate Communications

1. Approving the use of the crest to ensure the use of the crest is accurate and consistent.
2. Maintaining the integrity of the Municipalities corporate identity and the graphic standards of the logos that make up the Municipalities brand.
3. Reviewing, approving or denying requests for the use of the Municipal Logo or Community Brand identifiers or other Image(s)
4. Revoking permission to use the logo or other Image(s) upon determining that the logo and/or other Image(s) has been used in an unacceptable manner.

5. Responding to unauthorized or unacceptable use of the Municipal Logo or Community Brand identifiers or other Image by pursuing legal action and/or all other available remedies against the responsible Person(s).
6. Approving requests for use of the Municipal Logo or Community Brand Identifiers or other Image that at minimum, meet the following criteria (while reserving the right to review other factors):
 - a. use is for genuine Municipality of Arran-Elderslie business activity
 - b. use is consistent with the Municipality's brand
 - c. appropriate and acceptable material on which the logo, Community Brand Identifier or other Municipal Image will appear
 - d. placement in material (brochures, posters, business cards etc.), on websites, social media sites, or otherwise, shall not be used to promote election candidates, even if that candidate has been previously elected as a member of Council, or in other items that could be perceived to imply support for one candidate over another.

DRAFT



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

By-law 19-2025

**Being a By-law to Appoint a
Coordinator for Infrastructure & Development for the
Municipality of Arran-Elderslie**

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

AND WHEREAS it is deemed expedient by Council to appoint a Coordinator for Infrastructure & Development

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

1. That effective April 14, 2025, Julie Hamilton shall be appointed as the Coordinator for Infrastructure & Development for the Municipality of Arran-Elderslie.
2. That this By-law repeals and replaces By-law 08-2021.
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 24th day of March 2025.

Read a third time and finally passed this 24th day of March 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

By-law 20-2025

Being a By-law to Regulate Refreshment Vehicles in the Municipality of Arran-Elderslie

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

AND WHEREAS Section 150 (1) of the *Municipal Act, R.S.O., 2001*, c.25, authorizes Councils to pass By-laws to license, regulate and govern any business wholly or partly carried on within the municipality even if the business is carried on from a location outside the municipality;

AND WHEREAS Section 150 (8) of the *Municipal Act, R.S.O., 2001*, c. 25, without limiting subsection (1), the power to license, regulate and govern a business included the power,

- a) To prohibit the carrying on of or engaging in the business without a licence;
- b) To refuse to grant a licence or to revoke or suspend a licence;
- c) To fix the expiry date for a licence;
- d) To define classes of businesses and to separately licence, regulate and govern each class;
- e) To impose conditions as a requirement of obtaining, continuing to hold or renewing a licence, including conditions.

AND WHEREAS Council passed Resolution 85-05-2025 adopting the Refreshment Vehicle policy.

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

1.0 DEFINITIONS

1.1 Food Vending – shall mean the sale of prepared foods ready for human consumption and shall include but not be limited to such items as hotdogs, sausages, French fries and assorted condiments

1.2 License – means a license issued pursuant to this by-law.

1.3 Licensee – means a person licensed under this by-law.

1.4 Location – means a position or site occupied or available for occupancy where food vending is permitted.

1.5 Medical Officer of Health – means the Medical Officer of Health for the Bruce Grey-Owen Sound Health Unit.

1.6 Municipality – means the Corporation of the Municipality of Arran-Elderslie.

1.7 Refreshment Vehicle – shall mean a vehicle, which is on wheels and is capable of being moved from place to place by a person and includes a refrigerated bicycle cart or hot dog cart.

1.8 Year – shall mean calendar year being January 1st to December 31st.

1.9 Refrigerated Bicycle Cart shall mean a manually propelled bicycle or tricycle vehicle which pre-packaged ice-cream, ice-cream cones and other iced confectionery products are offered for sale or sold to the public.

1.10 Clerk shall mean the Clerk of the Municipality of Arran-Elderslie or their delegate

2.0 REGULATIONS

2.1 No person shall operate for personal gain food vending in the Municipality without first having obtained a license pursuant to this By-Law.

2.2 No person shall operate a refreshment vehicle in a location other than that specified on Schedule "A" of this By-Law.

2.3 No person shall operate a refreshment vehicle within 90m of a restaurant serving similar items. Should a refreshment vehicle receive a license prior to a similar establishment opening, the license will remain valid for the remainder of the season

2.4 License fees pursuant to this By-Law shall be as established by the Municipality of Arran-Elderslie's Fees and Charges By-Law as amended from time to time.

2.5 No Licensee's refreshment vehicle shall be located in such a manner that unreasonably confines, impedes or presents a hazard to pedestrians or other users of a sidewalk, untraveled portion of a municipal road allowance or municipal park.

2.6 Every refreshment vehicle used for food vending shall not exceed the dimensions of 27 square meters.

2.7 The Licensee shall ensure that their refreshment vehicle is equipped with a metal refuse container with a self-closing lid, and such container shall be kept in a clean sanitary condition and emptied at least once daily.

2.8 The Licensee shall ensure that their refreshment vehicle is equipped with a clearly marked recyclable container, with a self-closing lid, for cans and glass.

2.9 All refuse generated by the operation of a refreshment vehicle shall be disposed of in accordance with the Waste Management By-law.

2.10 The Licensee shall ensure that the refreshment vehicle and all parts and equipment for use in the dispensing of food are maintained in a clean and sanitary condition and at all times in good repair.

2.11 The Licensee shall comply with all applicable regulations of the Fire code and all requirements of the Arran-Elderslie Emergency Services Department.

2.12 No License shall be transferred except with consent in writing of the Municipality. The Municipality shall not be bound to give such consent.

2.13 The Licensee shall be solely responsible to pay any license or other fees that may be required by other agencies that have an interest in the lands upon which the license operates.

2.14 No Licensee shall operate a refreshment vehicle in a location where the operation of the refreshment vehicle would conflict with an existing agreement of Council or any of its Committees or Boards.

2.15 No Licensee shall operate a refreshment vehicle between the hours of 11:00pm and 8:00am of the next day.

2.16 No refreshment vehicle shall be equipped with any sounding device, loud speakers, amplifiers or other hailing devices for attracting attention.

2.17 Any lighting on a refreshment vehicle shall be only for the purpose of normal illumination.

2.18 A Licensee shall comply with all applicable provisions and regulations under the Health Protection and Promotion Act.

2.19 A licensee shall comply with the Sight Visibility Triangles in the applicable Municipal Zoning By-law.

2.20 A Refrigerated Bicycle Cart or Hot Dog Cart is not to operate on any arterial roads within the municipality, must remain stationary when in service.

3.0 ADMINISTRATION

3.1 Every application for a license shall be accompanied by a completed form.

3.2 Every application for a license shall be accompanied by a sketch or photograph or similar facsimile of the refreshment vehicle, and a site plan showing location of the lot.

3.3 Every applicant, prior to issuance of a license, shall provide a copy of their insurance policy which specifies the following:

3.3.1 The Licensee shall have an insurance policy providing general liability insurance in the minimum amount of \$1,000,000.

3.3.2 The Municipality may as necessary be named as an additional insured.

3.3.3 The policy shall contain cross-liability coverage whereby the Municipality is indemnified against all liabilities, which in any way arise from any activity authorized by the license.

3.3.4 The policy shall provide that 30 days prior written notice shall be provided to the Municipality in the event of any material amendment to or cancellation of the policy.

3.4 Each License application shall be approved by the Clerk or designate of the Municipality of Arran-Elderslie.

3.5 The Municipality reserves the right to limit the number of Refreshment Vehicles permitted every year.

3.6 Community Events that require food provisions are exempt from obtaining a Refreshment Vehicle License subject to providing the following:

- i. Authorization from the Community Event Organizers indicating the requirement for food provisions
- ii. Sketch or photograph or similar facsimile of the refreshment vehicle, and a site plan showing proposed location
- iii. Proof of Insurance
- iv. Proof of approval from an associated Fire and Emergency Services to the satisfaction of the Fire Chief
- v. Proof of approval from an associated Health Unit to the satisfaction of the Clerk

4.0 SUNDRY

4.1 Every person who contravenes any provision of this By-Law:

- i. is guilty of an offence; and,
- ii. upon conviction therefore is liable to a fine or penalty of not more than Five Thousand (\$5,000.00) Dollars as prescribed in The Provincial Offenses Act, R.S.O. 1990, C.P.33, as amended.

4.2 The By-Law shall come into full force and effect upon its final passage.

4.3 The By-Law may be cited as the "Refreshment Vehicle By-Law"

Read the first and second time this 24th day of March 2025.

Read a third time and finally passed this 24th day of March 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald

Schedule 'A'

All Lands defined in the Comprehensive Zoning By-Law (as amended)
Hamlet Commercial (HC)
Commercial Zones (C1, C2, C3, C4)



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

**By-law 21-2025
Being a By-law to adopt a
Professional Development and Expense 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 a Professional Development and Expense Policy; and

WHEREAS Council passed Resolution 88-05-2025 adopting the Professional Development and Expense Policy.

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

1. That the Professional Development and Expense 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 24th day of March, 2025.

Read a third time and finally passed this 24th day of March, 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald



Policy

Section: 3.0 Human Resources

Policy: Professional Development and Expense Policy

Policy By-Law: 21-2025

Date: March 24, 2025

Revision:

Coverage:

This policy shall apply to all positions of the Municipality of Arran- Elderslie, respecting union positions are subject to the terms and conditions in their respective collective agreements when applicable.

Policy Statement:

The Municipality of Arran-Elderslie recognizes that its workforce is one of its most valuable assets and is therefore committed to investing in the necessary training and development of employees to enable corporate and strategic plan objectives to be met.

Staff attendance at appropriate professional conferences for the purposes of training, development, networking and generally keeping up to date with issues and trends is therefore supported.

The Municipality also allows for expense, mileage reimbursement and meal allowances for employees

Legislative Authority:

Section 270, Municipal Act, 2001

Contents:

1.0 Education/Training

The Municipality of Arran-Elderslie supports all employees in continuing development through training and education.

Employees shall be provided with the training necessary to carry out their tasks in a safe and efficient manner. Supervisors may, within their approved budgets, schedule employees for specific education and training.

The Supervisor will determine the type of training and the certification/professional designation required in their department.

Where an employee wishes to further their education, that would be beneficial

and in keeping with municipal priorities approval is required from the CAO.

The Municipality shall cover the cost of tuition, registration, materials, accommodations, mileage, parking and meals.

The employee shall provide their Supervisor with a copy of any municipal funded certificate/training course, once received, for their personnel file.

Social events, such as golfing are optional and at the full cost of the employee.

Education and training opportunities are considered a privilege and no overtime will be applicable.

The municipality acknowledges that when training is offered by electronic means it may be beneficial for staff to participate from an alternate location ie home office or quiet room away from their traditional work-station.

2.0 Expense Remittance

The Municipality allows for expenses for all staff including all persons employed permanently, part-time or contract.

Meal Allowance

Allowance for employees attending training or authorized meetings shall be as follows:

2.1 The meal allowance rates shall be:

Breakfast \$20.00

Lunch \$30.00

Supper \$50.00

2.2 All meals at the meal allowance rate is limited to three per day, not included in registration, including those meals purchased while traveling to or from their destination.

2.3 Reasonable gratuities will be permitted.

2.4 Alcoholic beverages are not eligible for reimbursement.

2.5 Expense sheets with receipts shall be submitted and approved by a Supervisor.

2.6 Exemptions may be provided by the CAO for employees with dietary restrictions, allergies or sensitivities requiring accommodation.

Convention and Conference Allowances

Each Senior Manager is authorized to attend one conference in the Province in any year. Additional conferences shall be authorized by the CAO.

The CAO shall authorize attendance to a conference by any other employee that is within the approved budget.

Allowance for employees attending conferences shall be as follows:

- 2.6.1 Actual amount of registration fee
- 2.6.2 Actual amount of accommodation
- 2.6.3 Transportation via the most economical fare
- 2.6.4 All meals at the meal allowance rate limited to three per day, not included in registration, including those meals purchased while traveling to or from a conference.
- 2.6.5 Expense sheets shall be submitted and approved by a Supervisor.

Where a convention provides a companion option, all additional costs incurred by the companion are the responsibility of the employee.

3.0 Mileage Allowance

Staff are encouraged to use a Municipal Vehicle when possible.

The Municipality will pay a mileage allowance to employees who are required to operate privately owned automobiles in the course of their employment for municipal business including education and training.

The mileage allowance will be paid based on the established mileage rate

Mileage allowance does not apply from place of residence to office and return.

The CAO may provide for exceptions if it is more appropriate for staff to leave from their place of residence.

Expense sheets shall be submitted and approved by Supervisors.

4.0 Professional Association Fees

The Municipality supports staff development for all employees through encouraging membership in professional organizations.

The Municipality will pay annual fees for employees who, for the benefit of the municipality, belong to a professional organization.

Attendance to meetings is encouraged; any fees will be paid for by the municipality upon approval by the appropriate Supervisor.

Social events, which are not related to professional organizations, are not paid by the Municipality.



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

By-law 22-2025

**Being a By-law to Authorize the Signing of a Lease Agreement
With the Paisley Curling Club Incorporated**

WHEREAS Section 9 of the *Municipal Act, S.O. 2001, c.25, as amended*, grants municipalities the rights, powers, and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS the Council of the Corporation of the Municipality of Arran-Elderslie deems it expedient to enter into a Lease Agreement with the Paisley Curling Club Incorporated (“the Club”) for the lease of the curling arena municipally known as 391 Queen Street North, Paisley;

WHEREAS the Corporation is the Owner of the curling arena municipally known as 391 Queen Street North, Paisley.

WHEREAS the Club is desirous of continuing to lease the building and extending the lease to 2029; and

WHEREAS Council passed Resolution 351-23-2024 on November 25, 2024 in support of this lease extension.

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

1. That the Corporation of the Municipality of Arran-Elderslie hereby enter into an agreement with the Paisley Curling Club Incorporated for a term of five years commencing on November 15th, 2024, and expiring on April 15th, 2029 for the lease of the premises located at 391 Queen Street North, Paisley.
2. That Schedule “A”, the Agreement (“Agreement”), forms part of this by-law.
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 24th day of March, 2025.

Read a third time and finally passed this 24th day of March, 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald

LEASE AGREEMENT

The Agreement made in duplicate this _____ day of _____, 2025.

BETWEEN:

THE CORPORATION OF MUNICIPALITY OF ARRAN-ELDERSLIE
(hereinafter referred to as "The Corporation")
OF THE FIRST PART

-and-

THE PAISLEY CURLING CLUB INCORPORATED
(hereinafter referred to as "The Club")
OF THE SECOND PART

WHEREAS the Corporation is the Owner of the Paisley Community Centre located at 391 Queen Street North, Paisley, comprising a skating/hockey arena, a curling arena, a lounge, a community centre and accessories; and

WHEREAS the Club is desirous of utilizing the Curling Arena and lounge during the period November 15th to April 15th in each year; and

WHEREAS the Corporation has agreed to allow the Club the use of that portion of the Paisley Community Centre as described above, subject to the terms and conditions set out in this Agreement;

NOW THEREFORE this Agreement witnesseth that in consideration of the covenants and Agreements hereinafter contained, the parties hereto covenant and agree that:

1. DEFINITIONS:

- a) Preventative Maintenance:
Work carried out on any piece of equipment, machinery or system with shared use or otherwise.
- b) Routine Maintenance & Repairs:
Routine work not of a significant nature but necessary to get or keep the refrigeration, electrical, and heating systems running efficiently and effectively, usually involving the re-conditioning or replacement of

consumable components, which are replaced routinely from normal wear and tear such as bearings and seals.

c) Significant Repair:

Any work necessary to restore any piece of equipment to operating condition involving the re-conditioning or replacement of parts not considered consumable, i.e.: shafts, drive motors, housings, and may include lost fluids or chemicals.

d) Capital Replacement:

Planned or emergency replacement of a major component of the refrigeration system. Such components may be shared such as compressor(s), chiller, or those that are specific to each rink such as brine pumps.

e) Building Maintenance:

Not intended to include janitorial but includes repairs or maintenance to the structure or fixed systems such as exterior/interior walls, roof structure, flooring, electrical and plumbing.

2. The Club and the Facilities, Parks and Recreation Manager agree to meet prior to and following the Curling season to discuss operational issues, maintenance, refrigeration plant, electrical equipment, capital budgets and the facility in general.
3. For the period of November 15th to April 15th of each year starting in 2024 and for an additional four years, the Club shall pay a monthly fee for use of the Curling Club in the amount listed below plus the application of HST:

2024 - 2025	\$ 2,519.71
2025 - 2026	\$ 2,595.30
2026 - 2027	\$ 2,673.16
2027 - 2028	\$ 2,753.25
2028 - 2029	\$ 2,835.85

The monthly fee includes heat, hydro, water, sewer, garbage and snow removal.

If the Club is not and has not been in default in performance of any of the covenants and provisos herein contained, and if it regularly pays the rent, it shall have the right, to be exercised by notice in writing to the Corporation, at least three (3) months before the expiration of the term hereby granted, to renew this lease for a further five (5) year period on the terms and conditions set out herein save and except for any further rights of renewal. The right of

renewal shall be from 2029 to 2034. Rate increase will be determined using the annual rate increase as established by Municipality at time of renewal, and agreed to by the Club

4. In addition to the monthly fee as set out in Clause 2, the Club will pay \$25 per month for use of the kitchen facilities and paper products utilized during regular Club play. The Club is responsible for cleaning and maintaining the kitchen and returning same to the same condition as it was found. Kitchen and washroom cleaning is to be completed within 24 hours of the Club's use of space. Should the Club wish to use the kitchen during a bonspiel or other fundraising events, the published rate will be charged.
5. The Corporation retains the right to utilize, rent out and retain any fees for rental of the curling arena and lounge from April 16th to November 14th annually.
6. The Club shall receive up to \$1,000.00 in complimentary facility bookings that can be used anytime through the calendar year, provided that the rental does not conflict with any other events. Should the Club provide proof of their liquor license extension for the facility, the Municipality shall apply the non-licensed facility rental rate.
7. From November 15th to April 15th, the Club retains full responsibility for the curling arena ice surface and lounge and will be one hundred percent (100%) responsible for all day-to-day maintenance and cleaning of same.
8. All routine maintenance issues and kitchen uses are to be discussed with and mutually agreed to by the Club and the Facility Staff.
9. It is understood and agreed that the following areas which are owned by the Corporation are necessary to the operation of both the Curling Arena and the Skating/Hockey Arena, and are considered shared or specific as outlined below:

Curling Club Specific – Curling Arena 30 h.p. Compressor and that portion of the Circulation System including header and pipes which service the Curling Arena Floor.

Corporation Specific – Skating/Hockey Arena Brine pump and the portion of the circulating system including headers and pipes which services the Skating/Hockey Arena Floor.

Shared – Heat Pump System, Electrical, Chiller (100 Ton), Condenser, and Compressors.

Preventative Maintenance, Routine Maintenance and Repairs - Capital replacement costs and significant repair costs will be shared as mutually agreed to and discussed between the Club and the Corporation.

10. The Club will be responsible for the following costs:

- a) 100% of the compressor repair for 30 HP machine and related components
- b) 100% of capital costs and significant costs to be paid by the Curling Club for costs relating to 100% on components specific to the Curling Arena.
- c) The Corporation agrees to inform the Club in writing of all capital improvements at the time the project is budgeted with a maximum amount to be negotiated for any projects over \$50,000. This will allow the Club ample opportunity to secure funds to finance its share of the project. All capital projects will be shared at 67% (Corporation) – 33% (Club) unless otherwise mutually agreed upon.
- d) The Corporation and the Club agrees to share startup, shut down, water treatment and any other one-time service or routine maintenance cost, with cost sharing to be a 50-50% split.
- e) Any roof maintenance costs will be split between the Corporation and the Club based on the square footage of the curling club roof, using the percentages laid out in c. Should the Municipality receive grant funding for roof maintenance, the grant will be applied to roof in its entirety.

11. UTILITIES/MAINTENANCE:

- a) The Corporation shall supply electricity, heat, water, and heating of water and shall be responsible for the exterior maintenance, snow removal and grass cutting of the grounds and parking lot.
- b) The Corporation agrees to notify the Club when new services or equipment are being added or deleted from the building or when major repairs are scheduled.
- c) The Club agrees to clean and maintain the shared washrooms after Club use and special functions to the mutual satisfaction of facility staff and the Club as per the established facility checklist.

12. INSURANCE:

The Club shall carry third party liability insurance in the amount of five (5) million dollars at all times to indemnify and hold harmless the Corporation against and from all claims, demands, loss, cost, damages, actions, suits, claims or other proceedings by whomsoever made, sustained, brought or done or omitted to be done by the Corporation pursuant to this Agreement. The Corporation to be named as an additional insured with a copy being filed with the Corporation on or before January 1st.

13. There will be two (2) annual inspection tours of the curling arena and lounge, to be carried out by the Facilities, Parks and Recreation Manager and a designated Club member in the fall and in the spring to assess the condition of the curling arena and lounge before and after the Corporation's period of responsibility.
14. The Club shall install and mark the curling ice surface as soon as is expedient after November 1st in each year and the Club shall make, maintain and remove the curling ice surface at its sole expense.
15. Should the Club wish to operate past April 15th in any year, the Club shall notify the Manager of Facilities, Parks and Recreation of the extension period. Should the Manager of Facilities, Parks & Recreation approve the extension, the Club shall be required to pay twenty-five (25) percent of the current year's monthly fees per week.
16. Upon entering this Agreement, the parties hereto agree to each designate a representative for the purpose of this Agreement and also agree that the designated representatives may deal with each other in respect of all matters arising under this Agreement.

For the purposes of this Agreement the designated representative of the Corporation contract shall be:

Manager of Facilities, Parks and Recreation
P.O. Box 70
1925 Bruce Road 10
CHESLEY, ON
N0G 1L0

And the designated representative of the Club shall be:

Chairperson
Paisley Curling Club Incorporated
391 Queen Street North
PAISLEY ON
N0H 2N0

IN WITNESS WHEREOF the parties hereto have executed this Agreement.

Signed, sealed and delivered this _____ day of _____, 2025.

The Corporation of the Municipality of Arran-Elderslie

Per: _____
Steve Hammel, Mayor

Per: _____
Christine Fraser-McDonald, Clerk

We have the authority to bind the Corporation.

Paisley Curling Club Incorporated

Per: _____

Witness

Per: _____

Witness



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

By-Law 23-2025

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 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 14-2025.
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 24th day of March 2025.

Read a third time and finally passed this 24th day of March 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
Repealed By-Law 10-2025 - February 10, 2025
Amended by By-Law 14-2025 - February 10, 2025
Repealed By-Law 14-2025 - March 24, 2025
Amended by By-Law 23-2025 - March 24, 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
Commorative 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	\$46.87	\$407.37
	Renewal	\$23.43	\$203.68
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

Refreshment Vehicle Licenses

Refreshment Vehicle - Per Season	\$300.00	Exempt	\$300.00
Refreshment Vehicle - Temporary - Less than one week	\$100.00	Exempt	\$100.00

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	\$300.00	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

Interest will not be paid on deposit funds held as required in accordance with 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	\$750.00	Exempt	\$750.00
Other Severance Application	As per Law 48-2024	By- Exempt	

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	\$2,000.00		
Intermediate Application	\$5,000.00		
Major Application (Balance to be refunded)	\$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	\$2,000.00		
Intermediate Application	\$5,000.00		
Major Application (Balance to be refunded)	\$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	\$1,000.00	Exempt	\$1,000.00

**2025
FEES AND CHARGES**

responsible for registration, title search and any legal and professional consultant costs			
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
Cremation Garden (Hillcrest Only)			
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
Mortuary Fees			
Mortuary Storage Fee Burial in Arran-Elderslie	\$128.75	\$16.74	\$145.49
Mortuary Storage Fee Burial Elsewhere	\$257.50	\$33.48	\$290.98
Monument Fees			
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
Administration Fees			
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 Resellers	\$3.50 \$3.25	Exempt Exempt	\$3.50 \$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 Tires on Rim or Soiled Tires	\$0.00 \$5.00	Exempt Exempt	\$0.00 \$5.00
Upholstery Furniture per unit	\$15.50	Exempt	\$15.50
Agricultural Bale Wrap - Only white bale wrap will be accepted Per Tonne (\$.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 Resurfacer 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
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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	Actual	Exempt	Actual
Current MTO rate per apparatus, per half hour	Actual	Exempt	Actual
Firefighter Current Rate, per hour plus any additional costs for each incident	\$35.05	Exempt	\$35.05
Motor Vehicle Accident on Highway 21 Current MTO rate per apparatus, per hour	Actual	Exempt	Actual
Current MTO rate per apparatus, per half hour	Actual	Exempt	Actual
Firefighter Current Rate, per hour plus any additional costs for each incident	\$35.05	Exempt	\$35.05
Motor Vehicle Fires on Highway 21 Current MTO rate per apparatus, per hour	Actual	Exempt	Actual
Current MTO rate per apparatus, per half hour	Actual	Exempt	Actual
Firefighter Current Rate, per hour plus any additional costs for each incident	\$35.05	Exempt	\$35.05
Motor Vehicle, Watercraft & Aircraft Accidents & Fires - Other than Highway 21 Current MTO Rate per apparatus, per hour	Actual	Exempt	Actual
Current MTO Rate per apparatus, per half hour	Actual	Exempt	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	Actual	Exempt	Actual
Current MTO rate per truck, per half hour	Actual	Exempt	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 Monthly Base Service Rate Rate per Cubic Metre of Water Consumption X 2	\$678.62 \$56.55 \$5.52	Exempt Exempt Exempt	\$678.62 \$56.55 \$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 Monthly Base Service Rate Rate per Cubic Metre of Water Consumption X 2	\$739.17 \$61.59 \$3.29	Exempt Exempt Exempt	\$739.17 \$61.59 \$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 24-2025

**Being a By-law to Confirm the Proceedings of the Regular Council Meeting
of the Municipality of Arran-Elderslie held March 24, 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 March 24, 2025, inclusively, 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 March 24, 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 24th day of March 2025.

Read a third time and finally passed this 24th day of March 2025.

Mayor Steve Hammell

Clerk – Christine Fraser-McDonald