



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

AGENDA

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

Pages

1. Call to Order
2. Mayor's Announcements (If Required)
3. Adoption of Agenda
4. Disclosures of Pecuniary Interest and General Nature Thereof
5. Minutes of Previous Meetings
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6. Business Arising from the Minutes
7. Delegations
 - 7.1 Doug Walsh - Chesley Happy Gang Seniors Club 65 Anniversary
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	<ul style="list-style-type: none"> personal matters about an identifiable individual, including municipal or local board employees; Employee matters a proposed or pending acquisition or disposition of land by the municipality or local board; Alma St lots litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; insurance claim a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; Community Benefit Agreement 	
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20. List of Upcoming Council meetings

- June 23, 2025
- July 14, 2025
- August 11, 2025
- September 8, 2025



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

MINUTES

Monday, May 26, 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
 Chris Legge - Water/Sewer Foreperson
 David Munro - Interim Treasurer
 Jennifer Isber-Legge - Economic Development &
 Communications Coordinator
 Emily Dance, CAO
 Nathan Van Myall - Project Manager

1. Call to Order

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

2. Mayor's Announcements (If Required)

Mayor Hammell noted that three tragedies have affected the community greatly this past weekend. It has drastic and profound effects on our communities including one young woman that was going to start as our Recreation summer student and both were on the Tara Twins ball team.

Our flags are at half mast to acknowledge this tragedy.

3. Adoption of Agenda

Subsequent to further discussion, Council passed the following resolution:

173-09-2025

Moved by: Councillor Nickason

Seconded by: Councillor Penner

Be It Resolved that the agenda for the Council Meeting of Monday, May 26, 2025 be received and adopted, as distributed by the Clerk.

Carried

4. Disclosures of Pecuniary Interest and General Nature Thereof

None declared at this time.

5. Unfinished Business

5.1 Deputy Mayor Shaw - Notice of Motion - Pool Passes

Deputy Mayor Shaw presented her Notice of Motion to Council. She feels this aligns with the Municipality's Recreation Master Plan and the Strategic Plan. She feels it supports youth and their well-being. Staff will confirm with Bruce County that they support the passes for the Municipality.

Subsequent to further discussion, Council passed the following resolution:

174-09-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Hampton

Be it Resolved that Council provide one (1) free public swim weekly at the Tara and Chesley pools to remove any financial barrier for residents to enjoy the municipal pools this summer with the recommendation that it be the same day/time weekly.

While this may reduce revenue for that one day, it will not increase costs as the Municipality already incur the wages and costs to operate a public swim everyday. The Municipal pools are a valuable recreation service and it is in the interest of the municipality to encourage their use. By removing the barrier of cost, more residents may use the pools, which also may expose residents to our other programs which they may not be aware of.

It is also recommended to provide 10 season pool passes to the Paisley Library, which can be signed out by library patrons. This would similarly remove a financial barrier, but also provide an opportunity for people in Paisley and surrounding areas to use the Chesley pool, since Paisley residents do not have a pool in town. This would increase equity of recreation services across our municipality.

And further Council directs staff to prepare a report for a future Council meeting to review use of the pools in 2025.

Carried

5.2 Spring Roads Tour

CAO Emily Dance noted that there have not been enough members of Council to have a spring road tour.

Council directed staff to arrange a roads tour in September/October prior to budget.

6. Minutes of Previous Meetings

Subsequent to further discussion, Council passed the following resolution:

175-09-2026

Moved by: Councillor Nickason

Seconded by: Deputy Mayor Shaw

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held May 12, 2025.

Carried

7. Minutes of Sub-Committee Meetings

7.1 Chelsey & Area Joint Fire Board Minutes - February 11, 2025

Subsequent to further discussion, Council passed the following resolution:

176-09-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Hampton

Be It Resolved that Council receives the Chelsey & Area Joint Fire Board Minutes of February 11, 2025 for information purposes.

Carried

7.2 South Bruce OPP Detachment Board Minutes - February 4, 2025

Subsequent to further discussion, Council passed the following resolution:

177-09-2025

Moved by: Councillor Penner

Seconded by: Councillor Steinacker

Be It Resolved that Council receives the South Bruce OPP Detachment Board Minutes of February 4, 2025 for information purposes.

Carried

7.3 Chesley Community Working Group - Minutes January 15th and March 12th, 2025

Subsequent to further discussion, Council passed the following resolution:

178-09-2025

Moved by: Councillor Hampton

Seconded by: Councillor Dudgeon

Be It Resolved that Council receives the Chesley Community Working Group Minutes of January 15th and March 12th, 2025 for information purposes.

Carried

7.4 Tara Community Working Group - Minutes January 15th and March 11th, 2025

Subsequent to further discussion, Council passed the following resolution:

179-09-2025

Moved by: Councillor Steinacker

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council receives the Tara Community Working Group Minutes of January 15th and March 11th, 2025 for information purposes.

Carried

8. Delegations

8.1 Neoen - Tara BESS Project Update

Brittany Morrison and Benoit Pinot de Villechenon gave an update to Council.

Tara BESS, formerly Grey Owl Storage, is a 400-megawatt (MW), 1600 MW hours (MWh) battery energy storage system proposed for

development on 39 Concession Road 4, in the Municipality of Arran-Elderslie.

They have heard concerns regarding the following:

1. Concerns about loss of agricultural land.
2. Concerns about developing on a floodplain/EP lands.
3. Concerns about proximity to Sauble River.
4. Concerns about visual impact.
5. Concerns about risk of fire.

The site has been consolidated into 22 acres to allow for farming activity around the area.

She discussed community benefits including a \$100,000 annual community benefits fund.

They have set out 18 months for decommissioning. The contract is for 20 years.

Their public meeting will be held on July 14th for their zoning application and the Official Plan Amendment application will be on August 11th.

Council thanked them for their update.

9. Presentations

9.1 ONE Investment

Jason Hagan and Keith Taylor gave a presentation to Council regarding ONE Investment.

They are a not-for-profit dedicating to help Ontario municipalities with investments.

Council thanked them for their presentation.

10. Correspondence

10.1 For Information

Subsequent to further discussion, Council passed the following resolution:

180-09-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Dudgeon

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

10.1.1 SMART Board Minutes - April 25, 2025

10.1.2 SMART Financial Statements - 2024

10.1.3 Media Release - Paul Vickers, MPP

11. Staff Reports

11.1 Emergency Services

11.2 Building/Bylaw

11.3 Public Works

Works Manager, Scott McLeod noted that the Truck Roadeo will be held in Chesley again this year on May 28th.

11.3.1 PWRDS-2025-12 Tender Award - Concession 6 Slope Reconstruction and Road Re-Alignment

Julie Hamilton, Coordinator of Infrastructure & Development, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

181-09-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

Be It Resolved Council approves Report ; and

Awards the contract for the Concession 6 Slope Reconstruction and Road Re-Alignment to R.F. King Holdings Ltd. for \$679,980.50 inclusive of HST; and

Further that the funds be drawn from capital account 23-TRANS-0029 BRIDGE/CULVERT (E) - Con 6 Elderslie, east of Lockerby (02-2808).

Carried

11.3.2 PWRDS-2025-13 Tile Drainage Loan Application – Dorian Farm Enterprises – 306 Concession 6, Elderslie

Julie Hamilton, Coordinator of Infrastructure & Development, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

182-09-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Hampton

Be It Resolved that Council hereby approves Report PWRDS-2025-13 Tile Drainage Loan Application – Dorian Farm Enterprises – 306 Concession 6, Elderslie; and

Receives Tile Drainage Loan Application from Dorian Farm Enterprises, with an estimated cost of \$82,000 for the drainage system for the property described as Lot 28 Concession 7 and Lot 28 Concession 8, municipally known as 306 Concession 6, geographic Township of Elderslie, Roll Number 4103-380-003-14400 and 4103-380-003-19300, subject to the availability of funds allocated by the Province of Ontario for tile drainage purposes; and

That the amount of the tile drain loan will be \$50,000; and

Further that a by-law be prepared to impose special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act.

Carried

11.3.3 PWWS-2025-02 Drinking Water Quality Management Standard Review

Chris Legge, Water/Sewer Foreman, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

183-09-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Nickason

Be It Resolved that Council hereby,

1. Accepts report PWWS-2025-02 which includes Drinking Water Quality Management Standard (DWQMS) review and updates for year-end 2024.

Carried

11.3.4 PWRDS-2025-11 Pedestrian Crossing - Bruce Road 3 and Church Street, Paisley

Julie Hamilton, Coordinator of Infrastructure & Development, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

184-09-2025

Moved by: Councillor Penner

Seconded by: Councillor Steinacker

Be It Resolved that Council hereby receives for information Report PWRDS-2025-11-Pedestrian Crossing - Bruce Road 3 and Church Street, Paisley.

AND FURTHER request the concerns related to pedestrian safety on the proposed crossing be forwarded to the County of Bruce.

AND request further consideration be given to have flashing lights at the intersection to ensure pedestrian safety.

Carried

11.4 Facilities, Parks and Recreation

11.5 Finance

11.5.1 FIN-2025-07 Investments

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

Council directed staff to bring back further information regarding investments to the next Council meeting and that this report be deferred until that time.

11.6 Economic Development

11.7 Clerks

11.7.1 SRCLK.2025.19 – Appointment of Livestock Evaluator

Christine Fraser-McDonald, Clerk, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

185-09-2025

Moved by: Councillor Dudgeon

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council receives Report SRCLK.2025.19 for information; and

Further appoints Jake Sloan as the Livestock Evaluator for the Municipality of Arran-Elderslie; and

Directs staff to bring back a by-law at the next available Council meeting to appoint Jake Sloan as as the Livestock Evaluator for the Municipality of Arran-Elderslie.

11.8 CAO

12. Members Updates

Shaw:

Deputy Mayor Shaw attended the Tara Community Working Group meeting and a SMART Board meeting.

Hampton:

Councillor Hampton attended the Fire Board meeting.

Dudgeon:

Councillor Dudgeon noted that he has received some comments regarding the Building Department.

Steinacker:

Councillor Steinacker attended the Tara and Chesley Community Working Group meetings.

Penner:

Councillor Penner attended the Saugeen Valley Conservation Authority meeting and toured the Paisley Inn.

Nickason:

Councillor Nickason attended the Paisley Firehall/Works Building sod turning.

Hammell:

Mayor Hammell attended the Paisley Firehall/Works Building sod turning, a tour of the Paisley Inn, Chesley Fire Board, and welcomed the new Accounting Clerk, Kandice Snowdon.

13. By-laws

13.1 By-law 39-2025 - Appoint an Accounting Clerk

Subsequent to further discussion, Council passed the following resolution:

186-09-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 39-2025 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 39-2025 being a By-law to appoint Kandice Snowdon as Accounting Clerk for the Municipality of Arran-Elderslie.

13.2 By-Law 40-2025 Tile Drainage Debenture - 2025-06 - Rudy

Subsequent to further discussion, Council passed the following resolution:

187-09-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Hampton

Be It Resolved that By-law No. 40-2025 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 40-2025 Being a By-Law to Impose Special Annual Drainage Rates Upon Land in Respect of which Money is Borrowed under the Tile Drainage Act.

Carried

13.3 By-law 41-2025 - Building By-law

Subsequent to further discussion, Council passed the following resolution:

188-09-2025

Moved by: Councillor Steinacker

Seconded by: Deputy Mayor Shaw

Be It Resolved that By-law No. 41-2025 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 41-2025 being a By-law to adopt a Building By-law for the Municipality of Arran-Elderslie.

Carried

14. Closed Session (if required)

Subsequent to further discussion, Council passed the following resolution:

189-09-2025

Moved by: Councillor Nickason

Seconded by: Councillor Penner

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

- () the security of the property of the municipality or local board;
- () personal matters about an identifiable individual, including municipal or local board employees;
- (x) a proposed or pending acquisition or disposition of land by the municipality or local board - Alma Street Lots, Paisley
- () labour relations or employee negotiations;
- () litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- () advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- () a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;
- () information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- () a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- () a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- () a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Staff Authorized to Remain:

CAO Emily Dance

Clerk Christine Fraser-McDonald

Carried

15. Resolution to Reconvene in Open Session

Subsequent to further discussion, Council passed the following resolution:

190-09-2025

Moved by: Councillor Penner

Seconded by: Councillor Nickason

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 12:27 PM.

Carried

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

The Mayor confirmed that Council discussed only those matters identified in the motion to go into Closed Session.

Direction was given to staff in Closed Session for item 1.

17. Confirming By-law

17.1 By-law 42-2025 - Confirming By-law

Subsequent to further discussion, Council passed the following resolution:

191-09-2025

Moved by: Councillor Dudgeon

Seconded by: Deputy Mayor Shaw

Be It Resolved that By-law No. 42-2025 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 42-2025 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, May 26, 2025.

Carried

18. Adjournment

192-09-2025

Moved by: Councillor Nickason

Seconded by: Deputy Mayor Shaw

Be It Resolved that the meeting be adjourned to the call of the Mayor at 12:28 PM.

Carried

19. List of Upcoming Council meetings

- June 9, 2025
- June 23, 2025
- July 14, 2025
- August 11, 2025

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

Report To: Municipality of Arran-Elderslie

From: Don Moss, Manager of Water Resources, Kyle Hope, Capital Water Infrastructure Coordinator

Date: June 9thth, 2025

Subject: Paisley Dyke Improvement Project; maintenance through Category 2 Agreement

Purpose: To inform the Municipality of Arran-Elderslie Council of the status of the Paisley Dyke Improvement Project Phase 1 and summarize the associated costs requiring municipal contribution.

Background

The following section outlines the billing structures and funding mechanisms used by conservation authorities, which differ significantly from those used by municipalities. These frameworks were most recently clarified and formalized through Ontario Regulation 687/21 under the Conservation Authorities Act, which came into effect as part of the province's broader legislative updates.

The regulation distinguishes between three categories of programs and services: Category 1 (mandatory), Category 2 (municipally requested), and Category 3 (other permitted services), each with its own cost recovery rules and funding expectations. Additionally, this section explains Special Benefitting projects, where the cost of work is assigned directly to the municipality that derives the specific benefit, and provides context on the Water and Erosion Control Infrastructure (WECI) program, which supports capital projects through cost-sharing with the province.

This background is intended to provide Council with a clear understanding of how these categories and funding streams apply to infrastructure work, including projects like the Paisley Dyke Improvement, and the rationale behind associated cost-sharing expectations.

Conservation Authorities Act R.S.O. 1990, c. C.27

Objective of authorities is to provide, 20.1:

- (a) mandatory programs and services (Category 1)
- (b) municipal programs and services (Category 2)
- (c) any other programs and services that may be provided under the Act (Category 3)

Powers of authorities, 21.1(h):

- For the purposes of accomplishing its objectives, an authority has the power to:
 - To determine the proportion of the total benefit afforded to all the participating municipalities that is afforded to each of them

Conservation authorities carry out programs and services that serve provincial and municipal interests. Each conservation authority was established so that municipalities in a common watershed could work together on local resource management.

Types of Billing Through O. Reg. 402/22: Budget and Apportionment

General Levy, now to be called Cost Apportionment

- Cost apportionment calculation divided over all 15 watershed municipalities through the Modified Current Value (MVCA) method. (This means a method of apportioning an authority's operating expenses and capital costs that is based on the modified current value assessment of the properties within the authority's area of jurisdiction)

Special Benefitting – Maintenance

- For projects owned by a Conservation Authority that directly benefit a municipality
- 60/40 split between the benefitting municipality and general levy (cost apportioning) for maintenance projects only

Special Benefitting – Capital Projects

- For projects owned by a Conservation Authority that directly benefit a municipality
- At 100% to the municipality
- Should grant funding be available, funding is split between grant and the municipality (i.e., WECl funding at 50/50 between the municipality and the Province of Ontario)

MOUs, Category 2 & 3 Agreements

- Category 2 – for projects owned by municipalities that SVCA assists in maintaining; billed 100% to the participating municipality (these are optional, 5-year transitional agreements)
- Category 3 – for programs or services run by SVCA, paid for through the cost apportionment process, via 5-year agreements

Water and Erosion Control Infrastructure Funding Program Background

The Water and Erosion Control Infrastructure (WECl) funding program is administered by the Ontario Ministry of Natural Resources and Forestry (MNRF) to assist conservation authorities with capital maintenance and study projects related to aging flood and erosion control infrastructure. The WECl program is application-based and evaluates projects annually, funding those with the highest priority. If approved, the program covers 50 percent of eligible project costs, with the remaining 50 percent paid by the benefitting municipality.

WECl supports infrastructure that mitigates natural hazards such as flooding, erosion, and unstable slopes. Projects typically involve studies, safety assessments, or capital repairs on structures owned or managed by conservation authorities. The WECl Committee, which includes conservation authority and MNRF staff, reviews and prioritizes applications from across the province.

At SVCA, WECl funding plays a central role in facilitating capital improvements and safety-related work on conservation-owned infrastructure and easements that benefit specific municipalities. These are referred to as special benefitting projects—projects undertaken for the direct benefit of a municipality, such as flood infrastructure protecting a particular town or community.

SVCA collaborates with municipalities to identify appropriate projects, prepare applications for funding, manage the delivery of the works, and fulfill reporting obligations. While capital work is billed 100 percent to the benefitting municipality, grant programs like WECl and the federal Flood Hazard Identification and Mapping Program (FHIMP) can significantly offset municipal costs.

Analysis

Phase 1, Paisley Dyke Improvement Project

The Paisley Dyke Improvement Project (Phase 1) was initiated to address ongoing toe erosion along the north bank of the Paisley Dyke, west of the Queen Street bridge. Design drawings were finalized in 2023 in preparation for anticipated WECl funding to support both Phase 1 and Phase 2 of the project.

In 2023, the WECl program transitioned to a new two-year application cycle. SVCA received confirmation of funding for Phase 1 in early September, significantly later than the typical release in May. This delay compressed the project's planning timeline and pushed critical preparatory work into the end of the construction season.

To move the project forward, SVCA coordinated permitting for in-water works and issued a comprehensive Request for Proposal (RFP), which included engineered drawings, a geotechnical study, and related documentation. D.M. Wills Engineering was retained to support technical inquiries and contract administration.

By late December, seven contractor bids were received. Six of these exceeded the project's estimated budget by \$80,000 to \$150,000. The only feasible bid came from Bomar Contracting at \$210,000. Due diligence was conducted, including reference checks and confirmation of similar project experience, leading to a planned construction start on February 17 and a completion date of March 21.

The project schedule was constrained by two critical deadlines: the Department of Fisheries and Oceans' (DFO) in-water work window closing March 15, and the WECl funding deadline of March 31.

Preliminary activities began, including soil testing, material sorting, equipment mobilization, snow clearing, and development of a dewatering plan. The final step before construction was a geotechnical engineer's sign-off on the excavation plan, scheduled for February 15.

However, concerns arose over two unknown-depth force mains beneath the dyke. Bomar's geotechnical engineer expressed uncertainty regarding dyke stability and declined to approve the excavation plan without further investigation. SVCA staff, the managing consultant, and the contractor also raised concerns about proceeding with modifications to the dyke given the impending spring freshet. The near-record water content in the existing snowpack and the anticipated rapid melt posed a significant risk to both the success of the project and the structural integrity of the dyke during a critical period. Proceeding under these conditions could have jeopardized the dyke's ability to protect the community of Paisley from floodwaters. This combination of factors caused delays that pushed the project beyond the Department of Fisheries and Oceans (DFO) in-water work window and the WECl funding deadline, making it ineligible to proceed under current funding conditions. Consequently, the project was cancelled.

While the project did not proceed to construction, the preparatory work completed provided SVCA with important insight into site conditions, permitting requirements, and cost expectations. This information will improve the likelihood of future project success under more suitable conditions.

Next Steps

- Determining the depth of two force mains running through the Paisley Dyke in the work area.
- CCTV inspection of the pipe infrastructure to determine condition and create a subsequent work schedule.
- Once CCTV inspection and potential remediation is complete, along with Phase One, SVCA staff can move forward with pursuing Phase Two of the Paisley Dyke Improvement Project in partnership with the Municipality of Arran-Elderslie and WECl funding.
- 90% of the bids received for the Paisley Dyke Improvement project were above the estimated cost; this provides valuable information for project management moving forward.

- Investigate alternative avenues for project installation that may bring cost savings. It should be noted that reducing costs upfront can contribute to increased maintenance costs long term.

Financial Implications

Phase 1, Paisley Dyke Improvement Project Financial Implications

Although the project was halted before construction began, SVCA incurred expenses during the mobilization and preparation phase. Bomar Contracting has submitted an invoice totaling \$36,000 for the following items:

- Soil chemical analysis
- Sorting and staging of rock materials
- Equipment mobilization and demobilization
- Dewatering plan preparation
- Site preparation and preliminary coordination

WECI has confirmed it will cover 50 percent of these costs. As per the terms of the Category 2 agreement between SVCA and the Municipality of Arran-Elderslie, the remaining 50 percent is to be covered by the municipality, at a total cost of \$18,000.

In recognition of these unforeseen costs and the municipality's ongoing partnership, SVCA will assume the full cost of contract administration for both the engineering firm and SVCA, estimated at \$13,400.

Prepared by:

[Original signed by:]

Kyle Hope

Capital Water Infrastructure Coordinator

Approved by:

[Original signed by:]

Erik Downing

General Manager / Secretary-Treasurer



Outlook

Webinar Invitation - OPP Cost Recovery Model

From SOLGENinput <SOLGENinput@ontario.ca>

Date Mon 2025-06-02 5:28 PM

To Mayors and CAOs from Municipalities Billed under O. Reg. 413/23: Amount Payable by Municipalities for Policing from Ontario Provincial Police:

I am writing to provide you with more information regarding the upcoming engagement sessions that will inform the review of the Ontario Provincial Police (OPP) cost recovery model. The engagement sessions are intended to gather your insights and perspectives regarding the cost recovery model and to understand the challenges and priorities of OPP-policed municipalities. Insights will support an evidence-based analytical approach to develop options for the OPP cost recovery model. Pending approval and regulatory process, the review is intended to inform the 2026 annual billing statements.

We are pleased to announce that Deloitte, LLP has been retained by the Ministry of the Solicitor General to lead components of the OPP Cost Recovery Model Review. As part of their work, Deloitte, LLP will be moderating **four 60-minute virtual engagement sessions for OPP-policed municipalities on June 12th and 18th**. Ministry of Solicitor General representatives will also attend the sessions.

You will be receiving an email from Deloitte in the coming days with registration information and more detail.

The following questions will guide discussion during the webinar. Written input is also welcome and encouraged and will be accepted until June 20. Written input can be provided by emailing solgeninput@ontario.ca.

1. What key challenges are you encountering in your municipalities?
2. What part of O. Reg 413/23 works well?
3. What part of O. Reg 413/23 does not work well?
4. Do you have any recommendations on potential improvements to the discount model?
5. What circumstances of a municipality (e.g. socioeconomic factors, fiscal capacity, etc.) should be factored in for discount considerations?
6. What short and medium-term actions is your municipality taking to alleviate the pressures of rising year-over-year fluctuations?
7. What actions could government take to support your municipality's efforts?

We look forward to reviewing your feedback and hearing your insights at the webinar.

Thank you,

Ministry of the Solicitor General

GREY SAUBLE CONSERVATION AUTHORITY MINUTES

Full Authority Board of Directors
Wednesday, March 26, 2025, at 1:15 p.m.

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

1. **Call to Order**

Chair Robert Uhrig called the meeting to order at 1:17 p.m., welcomed all those present in person and virtually, and made a land acknowledgement declaration.

Directors Present In-Person: Chair Robert Uhrig, Vice Chair Nadia Dubyk, Tobin Day, Rick Winters, Scott Greig, Tony Bell, Jennifer Shaw,

Directors Present Virtually: Jon Farmer

Regrets: Scott Mackey, Kathy Durst, Alex Maxwell

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Information Services, Gloria Dangerfield; Manager of Financial and Human Resource Services, Alison Armstrong; Manager of Engineering Services, Ian Erikson

2. **Disclosure of Pecuniary Interest**

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

3. **Call for Additional Agenda Items**

Nothing at this time.

4. **Adoption of Agenda**

Motion No.:
FA-25-032

Moved By: Tony Bell
Seconded By: Tobin Day

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of March 26, 2025.

Carried

5. Approval of Minutes

Motion No.:
FA-25-033

Moved By: Nadia Dubyk
Seconded By: Jennifer Shaw

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of February 26, 2025.

Carried

6. Business Out of Minutes

Nothing at this time.

7. Consent Agenda

Motion No.:
FA-25-034

Moved By: Rick Winters
Seconded By: Jon Farmer

THAT in consideration of the Consent Agenda Items listed on the March 26, 2025, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits – February 2025; (ii) Administration – Receipts & Expenses – February 2025; (iii) Conservation Ontario – September 23, 2024 Council Minutes; (iv) Minutes – GSC Foundation – January 21, 2025; (v) Recent Media Articles

Carried

8. Presentation – Mike Konopka, TD

Mike Konopka of TD presented on the status of GSCA's investment portfolio starting with an introduction to the team involved in managing the portfolio.

Mr. Konopka gave an overview of the GSCA portfolio policy statement parameters and its performance over the past year.

It was noted that over the last five years there had been significant volatility in the market; however, there was growth overall. Mr. Konopka recommended including some other asset classes to defend against market volatility and will speak with staff further about the specifics.

A Member asked for more details with regard to private real estate and infrastructure asset classes. Mr. Konopka explained that these tend to be wrapped into various funds that include many assets. It was noted that they are not as liquid as other asset classes.

A Member asked staff to confirm if GSCA is expecting to have any other large withdrawals from the portfolio. Mr. Lanthier responded that staff do not expect any additional needs in the foreseeable future.

9. Business Items

i. Administration

a. Administration Centre Renovation Project Tender Results

Manager of Engineering Services, Ian Eriksen spoke to the results of the tender for a General Contractor to manage the Administration Centre Renovation project.

It was noted that four bids were received and reviewed by Lebel and Bouliane and recommended Allan Hastings as the project's General Contractor. It was noted that their bid was the only bid that was completed fully and came in as the lowest bid. The recommendation was reviewed and accepted by the building Ad Hoc committee.

A Member asked for additional details on Allan Hastings. Mr. Eriksen responded that the business is located out of Miller Lake and Chesley. They have completed several projects in the local area of a similar size and scope as GSCA's project. It was noted that staff's previous experience with Allan Hastings and their reputation in the industry have all been positive.

Motion No.:
FA-25-035

Moved By: Rick Winters
Seconded By: Jon Farmer

WHEREAS the GSCA Board of Director's (the GSCA Board) has provided ongoing direction to Staff to move through the Concept Design, Schematic Design, Detailed Design and Construction Tender stages and proceed to Tender of the Administration Building project,

AND WHEREAS GSCA Staff issued a tender for General Contractor services to complete interior alterations to the existing office building and construct a new entrance addition to the Administration Building,

AND WHEREAS the tender was issued on February 10, 2025, and received 4 bids,

AND WHEREAS the tender results were reviewed with the Building Ad-Hoc Committee to provide the following recommendation,

THAT the GSCA Board of Directors award Allan Hastings Limited the contract for the GSCA Administration Building renovation project.

Carried

b. Administration Centre Renovation Project Resolution to Borrow

CAO Tim Lanthier presented staff's recommendation to fund the administration renovation project.

Mr. Lanthier outlined the major cost items being funded. It was noted that the roofing and skylight elements of the project were removed from the scope of the project. Staff were able to get quotes for the roof at a significantly lower cost from the architect's costing. Additionally, staff have arranged for a contractor to inspect the skylights and prepare an options report for addressing these.

Staff have been partially successful in acquiring an accessibility grant and continue to explore other grants.

After exploring various lending options, staff entered into discussions with City of Owen Sound senior staff that would see the City loaning the funds for the project at a reasonable interest rate and repayment schedule.

Member Scott Greig joined the meeting at 2:05.

Mr. Lanthier reviewed the benefits of borrowing from the City of Owen Sound and recommended moving forward.

A member asked what the status of the reserves will be once they have been drawn down by the recommended \$1 million. Mr. Lanthier reviewed which reserve funds the suggested \$1 million would be drawn from and highlighted what their balance would be.

A Member asked with regard to what potential risks exist and what risk mitigation measures GSCA would be taking. Mr. Lanthier outlined the potential sources of risk, how likely those risks are, and what mechanisms of risk mitigation exist.

Motion No.:	Moved By:	Scott Greig
FA-25-036	Seconded By:	Jennifer Shaw

WHEREAS the GSCA Board of Director's (the GSCA Board) has approved engaging a contractor to undertake renovations of the GSCA Administration Centre,

AND WHEREAS GSCA Staff have secured appropriate funding through a combination of reserves and a long-term loan,

THAT the GSCA Board of Directors direct the GSCA Chair and CAO to negotiate and sign a lending agreement with the City of Owen Sound for GSCA to borrow \$2,100,000 to be paid back over 15 years at an interest rate of 4.2%.

AND THAT the GSCA Board of Directors approve an increased draw from reserves for this project to a total amount of up to \$1,000,000.

Carried

A Member made a motion to direct staff to send a letter of thanks to the City of Owen Sound on behalf of the GSCA Full Authority Board of Directors.

Motion No.:	Moved By:	Rick Winters
FA-25-037	Seconded By:	Jennifer Shaw

THAT the GSCA Board of Directors direct the GSCA CAO to draft a letter on behalf of the GSCA Board of Directors, thanking the City of Owen Sound for their provision of a loan to the GSCA to fund the GSCA Administration Renovation Project.

Carried

c. Old Baldy Parking

CAO Tim Lanthier spoke to the on-going parking situation at the Old Baldy Conservation Area with local residents and previous staff reports that have been presented to the Board for approval.

It was noted that staff have struggled to collect the agreement fees from the impacted residents. Mr. Lanthier stressed that one of the strategic directions of the GSCA is to build and maintain relationships with member municipalities and stakeholders and that this situation has stressed those relationships.

Staff recommended that GSCA no longer require fees for the overnight winter access to parking for these residents. However, staff will still maintain the need for a signed liability agreements with the impacted residents. Additionally, staff will seek a liability agreement with the Municipality of Grey Highlands.

There was discussion regarding the pros and cons of moving forward with staff's recommendation.

Members made a suggestion of incorporating in-kind services from the Municipality of Grey Highlands in the maintenance of the parking area.

Motion No.:

FA-25-038

Moved By:

Jennifer Shaw

Seconded By:

Nadia Dubyk

WHEREAS the Grey Sauble Conservation Authority (GSCA) is the fee-simple owner of the lands known as Old Baldy Conservation Area (herein, Old Baldy) in the Municipality of Grey Highlands,

AND WHEREAS, several property owners have a vested interest in securing a parking arrangement on GSCA's Old Baldy property to accommodate parking for their personal residences,

AND WHEREAS, under previous Board of Directors' resolutions, Staff have been directed to collect parking fees and sign agreements to allow overnight parking for these residents,

THAT the Board of Directors direct staff to permit residents to park in the Old Baldy parking lot, in the winter and at night, without any fees, subject to a signed written agreement satisfactory to the GSCA, and that the CAO be authorized to prepare and sign such an agreement.

AND THAT the GSCA investigate entering into an agreement with the Municipality of Grey Highlands to absolve GSCA of any liability arising out of the plowing of the parking area and the conditions of the parking area associated with this use.

Carried

d. Personnel Policy Update

Manager of Finance and Human Resources Services, Alison Armstrong spoke to a proposed change to the personnel policy with regard to Section 10.1 Inclement Weather. Previously, if the office was closed due to inclement weather, staff would be paid for day. It was noted that since the COVID-19 shut down, GSCA made significant investments to allow staff to productively work from home. In light of this, staff recommended that in the case of a weather shut down, staff who have the ability to work from home will do so. Those few staff whose position does not allow for remote work, would continue to receive the paid day.

Motion No.:
FA-25-039

Moved By: Jon Farmer
Seconded By: Jennifer Shaw

WHEREAS, GSCA's updated Personnel Policy was approved excepting Section 14.1 Bereavement at the October 23rd, 2024 board meeting by motion FA-24-092 and at the November 27th, 2024 Board meeting by motion FA-24-106

AND WHEREAS GSCA Management has noted the need for an amendment to the Policy, THAT, the GSCA Board of Directors endorses the change to Section 10.1 Increment Weather, of the GSCA Personnel Policy as detailed in the attached document.

Carried

10. New Business

Nothing at this time.

11. CAO's Report

The CAO, Tim Lanthier, spoke to recent and upcoming activities.

Mr. Lanthier passed along that the GSCA March Break Day Camp was a success despite lower than desired numbers and that two of the participants had received a subsidy through the Bluewater District School Board to attend free of charge.

On March 13th GSCA staff issued a watershed conditions statement and a flood watch statement on March 15th.

The GSCA Forestry Department will be holding its annual tree sale on Saturday May 3rd from 8 until noon. Mr. Lanthier invited Board Members to volunteer.

Mr. Lanthier informed the Board of a recent change in Conservation Authority's reporting Ministry. CAs now report to the Ministry of Environment, Conservation and Parks. It was noted that this has happened previously and was reversed. Staff have not received any specific information from the province.

A Member praised GSCA staff on their flood conditions statements and communications with Member Municipalities and residents.

A Member asked if staff will be meeting with local representatives and the new Minister of MECP. Mr. Lanthier noted that CO will be reaching out to the MECP Minister. Mr. Lanthier will be reaching out MPP Vickers to set up a meeting.

12. Chair's Report

Chair Robert Uhrig thanked staff on their work in reporting on flood conditions during the recent rain events.

13. **Other Business**

Nothing at this time.

14. **Resolution to Move into Closed Session – Nothing at this time**


15. **Resolution Approving the Closed Session Minutes - Nothing at this time**

16. **Next Full Authority Meeting**

Wednesday April 23, 2025

17. **Adjournment**

The meeting was adjourned at 2:50 p.m.



Robert Uhrig, Chair



Valerie Coleman
Administrative Assistant



519.376.3076
 901 3rd Avenue East, Suite 215
 Owen Sound, ON N4K 2K7
www.greysauble.on.ca | Protect.
 Respect.
 Connect.

May 30, 2025

For immediate release

Ontario Superior Court Confirms GSCA Ownership of Hibou Conservation Area Lands

Grey Sauble Conservation Authority (GSCA) is pleased to announce that a recent court decision has confirmed its ownership of lands at Hibou Conservation Area, ensuring continued public access and conservation of this valued natural space.

This decision follows a situation that arose in April 2020 when a “For Sale” sign appeared on the northeast portion of the Hibou property near Leith. The sign raised immediate concerns from local residents and community groups, prompting widespread attention on social media. GSCA staff became aware that another party had registered a title interest in this section of the property and took immediate steps to address the issue.

Following legal action to prevent the sale and resolve the title dispute, the Ontario Superior Court of Justice issued a decision on May 27, 2025, declaring that all right, title, and interest in the subject property is vested in Grey Sauble Conservation Authority, and that any claim by the respondent or other parties is extinguished.

“We’re both delighted and relieved by this week’s Ontario Superior Court decision,” said GSCA Chief Administrative Officer, Tim Lanthier. “After a long process, we’re proud to confirm that Hibou Conservation Area will remain a treasured public space for our community.”

Hibou Conservation Area consists of approximately 329 acres of land along the shoreline of Georgian Bay. It was acquired by the former North Grey Region Conservation Authority (now GSCA) in the early to mid-1970s, following a successful community fundraising campaign. Since that time, GSCA has maintained Hibou as a public access conservation area.

-30-

For more information:

Grey Sauble Conservation Authority
media@greysauble.on.ca

Background:

Our vision is a healthy watershed environment in balance with the needs of society.

Our mission, in partnership with the stakeholders of the watershed, is to promote and undertake sustainable management of renewable natural resources and to provide responsible leadership to enhance biodiversity and environmental awareness.

Member Municipalities

Municipality of Arran-Elderslie, Town of the Blue Mountains, Township of Chatsworth, Township of Georgian Bluffs, Municipality of Grey Highlands,
 Municipality of Meaford, City of Owen Sound, Town of South Bruce Peninsula

Multi Municipal Energy Working Group MINUTES

**MMEWG-2025-02
Thursday, March 13, 2025, 7:00 p.m.
Virtually via Microsoft Teams**

Members Present: Mark Davis - Municipality of Arran-Elderslie - Citizen
Appointee
Ryan Nickason - Municipality of Arran-Elderslie
Scott Mackey - Township of Chatsworth
Tom Allwood - Municipality of Grey Highlands
Dan Wickens - Municipality of Grey Highlands
Don Murray - Township of Huron Kinloss
Sue Carleton - Township of Georgians Bluffs
Mike Pearson, Township of Georgian Bluffs - Citizen
Appointee

Others Present: Julie Hamilton - Recording Secretary
Bill Palmer - Technical Advisor

1. Meeting Details

2. Call to Order

The Chair called the meeting to order at 7:01 pm. A quorum was present.

3. New Member Introduction

Chair Allwood welcomed new member Mike Pearson, Citizen Appointee from the Township of Georgian Bluffs.

Mr. Pearson introduced himself as a resident of Georgian Bluffs. He is a practicing Professional Engineer who works in the field of contaminated properties. He looks forward to learning from the Working Group.

4. Adoption of Agenda

MMWEG-2025-03-13-01

Moved by: Ryan Nickason -
Municipality of Arran-
Elderslie

Seconded by: Scott Mackey - Township of
Chatsworth

THAT the Multi-Municipal Energy Working Group hereby adopts the agenda of the Thursday, March 13, 2025, as distributed by the Recording Secretary.

Carried

5. Disclosures of Pecuniary Interest and General Nature Thereof

None.

6. Minutes of Previous Meetings

6.1 January 9, 2025, MMEWG Minutes

MMWEG-2025-03-13-02

Moved by: Sue Carleton - Township of
Georgians Bluffs

Seconded by: Ryan Nickason -
Municipality of Arran-
Elderslie

THAT the Multi-Municipal Energy Working Group hereby approves the minutes of the Thursday, January 9, 2025 meeting as presented by the Recording Secretary.

Carried

7. Business Arising from the Minutes

7.1 Update on submission to OFM Re: Tara BESS - Bill Palmer

Mr. Palmer provided the members with a summary of the response that he received from the Deputy Fire Marshall regarding a submission made in December 2024. Following the response, he provided an additional response which is included in the agenda package, and no further correspondence has taken place.

The Working Group recognizes the need to continue advocate to the Fire Marshall's Office for more definitive definitions, setbacks and other safety parameters surrounding BESS installations.

Mr. Palmer provided some current photos of the proposed site which shows the current site conditions and flooding.

MMEWG-2025-03-13-03

Moved by: Mark Davis - Municipality
of Arran-Elderslie - Citizen
Appointee

Seconded by: Dan Wickens - Municipality
of Grey Highlands

THAT the Multi-Municipal Energy Working Group hereby receives for information agenda item, 7.1 - Update of submission to OFM
Re: Tara BESS.

Carried

8. Delegations/Presentations

9. Correspondence

9.1 Requiring Action

9.2 For Information

Mr. Howard provided a brief overview of the feedback he submitted back in December.

MMEWG-2025-03-13-04

Moved by: Mark Davis - Municipality
of Arran-Elderslie - Citizen
Appointee

Seconded by: Dan Wickens - Municipality
of Grey Highlands

THAT the Multi-Municipal Energy Working Group hereby accepts the correspondence for information purposes.

Carried

9.2.1 Warren Howard - IESO Feedback Submission

9.2.2 Notice - IESO Engagement Postponed

10. Members Updates

Member Halliday attempted to join the meeting but had technical issues. He provided his update by email for the Recording Secretary to read aloud which noted that Grey Highlands wrote a bylaw and with the blessing of the fire marshal, insisted that fire suppression had to be installed before they could turn on the system. Fire suppression systems do exist for BESS installations. Grey Highlands believed that they needed to make fire suppression happen and it did and they even got existing IWT's fitted with fire protection. Member Davis noted that the issue with the Grey Highlands Bylaw requires that the IWT be built and the goal with wind turbines then, and now with BESS is that they do not be built in our area.

Member Mackey noted that we have a new member of Parliament and suggested that Mr. Vickers be invited to an upcoming meeting of the Working Group.

MMEWG-2025-03-13-05

Moved by: Scott Mackey - Township of Chatsworth

Seconded by: Dan Wickens - Municipality of Grey Highlands

Be It Resolved that the Multi-Municipal Energy Working Group hereby directs that a welcome letter be sent to Paul Vickers welcoming him and inviting him to meet at his convenience.

Carried

11. New Business

Member Davis

11.1 2025 Membership Fees

The purpose of the fund is to cover expenses related to secretarial services as well as administrative costs, consultant costs and legal or other expert advice. The current balance in the fund is \$6777.28.

MMWEG-2025-03-13-06

Moved by: Scott Mackey - Township of Chatsworth

Seconded by: Don Murray - Township of Huron Kinloss

THAT the Multi-Municipal Energy Working Group hereby maintains the current fee structure of \$500.00 for a Voting Municipal Member and \$400.00 for a Non-Voting Municipal Member.

Carried

11.2 Chair Allwood - ROMA Conference Update

Chair Allwood provided the group with a brief update from the ROMA Conference.

The IESO had a large presence there and had a booth, hosted a concurrent session, a lunch and learn and spoke during the preliminary program. They discussed the projected energy demand increase, community benefit agreements, municipal support resolutions and pre-engagement consultations with municipalities early in the process.

Another interesting presentation provided information on agricultural economic development which focused on the protection of prime agricultural lands and specialty crop areas. It also touched on the Agricultural Impact Assessment that must be prepared by proponents, which must be assessed by the municipality.

Chair Allwood was able to speak directly with Carla Nell and Leslie Gallinger and he noted that 1/3 of the municipalities in Ontario are currently unwilling hosts due to the ongoing issues with projects such as setbacks and fire suppression. He also noted that it was encouraging that the IESO had agreed to a meeting with the MMEWG, IESO and relevant ministries which has unfortunately been delayed.

12. Closed Session (if required)

Not Required.

13. Confirmation of Next Meeting

The next meeting will be held May 8, 2025, at 7:00 pm via Microsoft Teams.

14. Adjournment

Moved by: Mark Davis - Municipality
of Arran-Elderslie - Citizen
Appointee

Seconded by: Sue Carleton - Township of
Georgians Bluffs

THAT the meeting of the Multi-Municipal Energy Working Group is
hereby adjourned at 7:58 p.m.

Carried

Tom Allwood, Chair

Julie Hamilton, Recording
Secretary

June is Seniors Month

Fit, Active and Healthy Seniors

Information for Seniors in Ontario

The [Ministry for Seniors and Accessibility](#) works with community organizations to offer supports and services to help seniors stay active, safe and socially connected. Seniors and their families can find the information they need to connect to government services and community supports at ontario.ca/Seniors.

Seniors Community Grant Program

This program funds local not-for-profit community groups and organizations to deliver projects, supports and resources for seniors that provide opportunities for greater social inclusion, volunteerism and community engagement. Find information about the [program online](#).

Seniors Active Living Fairs

Seniors can find information about government programs and services as well as information about healthy aging and active lifestyles to keep them active and engaged. Learn more about [seniors fairs in your community](#).

Seniors Active Living Centre programs

Seniors Active Living Centre programs help local seniors stay active, become more involved in their community, and meet new friends in person or online.

These programs include:

- unique social activities
- learning and educational opportunities
- recreational programming
- online/remote programming.

The government is expanding the number of programs in 2025, so more seniors across the province can get the services that meet their needs close to home. This year, there are more than 400 programs across the province.

To find a Seniors Active Living Centre program, please:

- visit the [Seniors Active Living Centre locator map](#)
- contact your municipality
- call 2-1-1.

June is Seniors Month

Fit, Active and Healthy Seniors

Age-friendly communities

Age-Friendly Communities are inclusive, accessible environments with programs and services that help seniors stay connected. These communities can include improved transit and housing, as well as opportunities for civic and social participation.

Learn more at ontario.ca/AgeFriendly.

Health 811

Health 811 is a free, secure and confidential service Ontarians can call or access online 24 hours a day, 7 days a week to receive health advice from qualified health professionals, such as a registered nurse, locate local health services and find trusted health information.

This service is available in both English and French, with translation support offered in other languages.

- Call: 811
- Toll-free TTY: 1-866-797-0007
- Chat live online
- Visit ontario.ca/Health811

Seniors Safety Line

Seniors Safety Line is a 24/7, confidential and free resource. It provides counselling, information, safety planning and referrals in 240 languages for seniors in Ontario who are experiencing, or are at risk of, any type of abuse or neglect.

Call Toll-free: 1-866-299-1011. or
TTY 1-866-299-0008

More information

Learn more about:

- Seniors Month at ontario.ca/SeniorsMonth.
- ministry programs and services at ontario.ca/msaa.
- resources for seniors with the updated [Guide to Programs and Services for Seniors in Ontario](#).
- for other programs and services available in your area visit: 211ontario.ca.
- Seniors' INFOline
Call: 416-326-7076
Toll-free: 1-888-910-1999
TTY: 1-800-387-5559

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Staff Report

Council Meeting Date: June 9, 2025

Subject: PWRDS-2025-14 Bridge Infrastructure Master Plan

Report from: Scott McLeod, Public Works Manager

and Emily Dance, Chief Administrative Officer

Recommendation

Be It Resolved that Council hereby approves Report PWRDS-2025-14 Bridge Infrastructure Master Plan;

AND endorses the preliminary preferred approach -Alternative 2 – which involves the closure of certain crossings while either replacing or repairing the remaining crossings. This option means that several bridges will be repaired as long as feasible after which they will eventually be closed to traffic and removed. The remaining crossings will be either repaired as required or replaced;

AND FURTHER directs staff to initiate a second public meeting during summer 2025 to present the findings of the Bridge Infrastructure Master Plan and gather community input on proposed bridge strategies;

AND FURTHER Council instructs staff to develop a comprehensive financial plan to support the phased implementation of the Master Plan. This plan shall include:

- Cost estimates for priority projects
- Identification of potential funding sources, including grants, reserves, and partnerships
- Integration into the long-term capital budget.

Background

On February 10, 2025, BM Ross presented the [2024 Bridge Inspection Report and Bridge Infrastructure Master Plan](#) for the Municipality of Arran-Elderslie. The study was initiated to assess the condition and long-term viability of 17 municipally owned bridge structures, many of which are over 70 years old and nearing the end of their service life.

The study followed the Municipal Class Environmental Assessment (MCEA) process and included structural evaluations, traffic and usage analysis, heritage considerations and public and stakeholder engagement.

Analysis

Key Findings:

- Several bridges are in poor or critical condition and require urgent attention.
- Some structures have low traffic volumes and may be candidates for decommissioning or conversion to pedestrian use.
- The estimated cost to address all identified needs exceeds \$10 million, requiring a phased and financially sustainable approach.
- Public engagement is essential to ensure transparency and community input on proposed changes.

BM Ross recommended Alternative 2 as the most balanced and sustainable approach.

Alternative 2 – Close some crossing and either replace or repair the remaining crossings. This option means that several bridges will be repaired as long as feasible and then eventually closed to traffic and removed, while the remaining crossings will be either repaired as required or replaced.

Staff support the recommendation of BM Ross in principle for its ability to maintain essential transportation links while reducing long-term costs and liabilities.

Staff recommend holding a second public meeting in the summer of 2025 to present the findings of the Bridge Infrastructure Master Plan and gather community input on proposed bridge strategies.

Staff further recommend the development of a comprehensive financial plan to support phased implementation, including:

- Cost estimates for priority projects
- Identification of potential funding sources, including grants, reserves, and partnerships
- Integration into the long-term capital budget.

Next Steps:

- Schedule and promote public information sessions (in-person)
 - Collect and summarize public feedback
 - Present a financial strategy and implementation timeline to Council in Fall 2025.
-

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

The Bridge study expense is expected to be on budget for 2025.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: June 9, 2025

Subject: PWRDS-2025-15 – Change of Traffic Flow - Paisley

Report from: Scott McLeod, Public Works Manager

And Emily Dance, Chief Administrative Officer

Recommendation

Be It Resolved that Council hereby approves Report PWRDS-2025-15- Change of Traffic Flow – Paisley

AND direct staff to engage with a consultant in partnership with the County of Bruce to proceed with a high-level feasibility review for the potential conversion of Mill Drive and Rowe Street from two-way to one-way traffic, and that the review include the key components outlined in the report;

AND FURTHER direct staff to engage with a consultant to perform a parking study for the urban areas of Paisley, Tara and Chesley

AND FURTHER associated expenses for the projects be included in 2026 Budget deliberations.

Background

At the March 10, 2025 Council meeting, Councillor Penner introduced a [Notice of Motion](#) addressing anticipated traffic and parking challenges associated with the nearing completion of the Paisley Inn apartment building, located between Mill Drive and Rowe Street in Paisley.

Council passed the resolution of support of the Notice of Motion directing staff to prepare a high-level report to assess the feasibility and implications of converting Mill Drive and Rowe Street from two-way to one-way traffic.

Analysis

Key Requirements for Converting a Local Road to One-Way Traffic

Municipal Jurisdiction & Authority

Under the [Municipal Act, 2001](#), Section 11(3) municipalities have the authority to regulate traffic on roads under their jurisdiction, including designating one-way streets

Traffic Study or Engineering Review

A traffic impact assessment or engineering review is typically conducted to evaluate:

- Traffic volumes and flow
- Intersection visibility and safety
- Impacts on emergency services and school routes
- Potential for increased speeding or cut-through traffic

Public Consultation

Municipalities are encouraged to engage with:

- Local residents and businesses
- Emergency services
- School boards

Signage and Implementation

Changes must comply with the Ontario Traffic Manual (OTM) standards for signage and road markings. Proper signage must be installed before the change takes effect.

By-law Amendment

A by-law amendment is typically required to legally designate the road as one-way.

- The by-law should specify:
- The affected road segment
- Direction of travel
- Effective date

Coordination with County of Bruce

As the road intersects the County coordination with the upper-tier municipality is required.

As discussed at the May 26, 2025 meeting the County of Bruce will be conducting further pedestrian and traffic review following the completion of the Paisley Inn. There is an opportunity for collaboration with the County in the traffic study. It is anticipated this would occur in 2026.

Staff recommend that Council provide direction to engage with a consultant in collaboration with the County of Bruce to proceed with a high-level feasibility review for the potential conversion of Mill Drive and Rowe Street from two-way to one-way traffic, and that the review include the following key components:

1. Traffic Flow and Safety Analysis -Assess current and projected traffic volumes in the downtown area and evaluate sightline limitations and intersection safety including the specifications
2. Direction of One-Way Flow -Recommend the most appropriate direction of travel for each street based on traffic patterns, access needs, and safety.
3. Public and Stakeholder Engagement Engage with local residents, businesses, and emergency services. Provide opportunities for public input through notices or meetings.
4. Regulatory and Legal Requirements -Identify any necessary by-law amendments under the Municipal Act, 2001, Section 11(3). Ensure compliance with the Ontario Traffic Manual (OTM) for signage and road markings.
5. Financial Considerations -Provide a preliminary cost estimate for signage, road markings, and any related infrastructure changes.

Separately, staff recommends engagement with a consultant to identify potential for additional on-street and off-street parking, designated overnight parking or rental spaces opportunities for the urban areas of Paisley, Chesley and Tara and provide a report with options for Council consideration.

Link to Strategic/Master Plan

6.3 Facilitating Community Growth

Financial Impacts/Source of Funding/Link to Procurement Policy

The projects were not included in the 2025 budget, staff recommends that consideration be included during 2026 Budget deliberations. Cost savings could be realized with collaboration with the County of Bruce.

Staff time will be required to initiate the request for proposals, manage the projects and provide information to the consultants.

Estimated costs for consultants \$10-\$20,000 depending on components investigated.

Approved by: Emily Dance, Chief Administrative Officer

Staff Report

Council Meeting Date: June 9, 2025

Subject: Leash Free Park Request - Chesley

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

Attachments: Appendices A - E

Recommendation

Be It Resolved that Council hereby,

1. Receive Report REC-2025-09 Leash Free Park Request – Chesley;
2. Approve the potential two (2) locations for the Leash Free Park, including Northwest of the Pool and Near Chesley Landfill, for community input; and
3. Direct staff to engage with the Kinette Club of Chesley and develop a community consultation process for the Leash Free Park.

Background

Earlier in 2025, the Kinette Club of Chesley brought a request to Council for the possible procurement of a leash free dog park in Chesley. The Club has begun preliminary planning and have requested from the Municipality the following:

- Permission for an off-leash park in an appropriate location
- Municipal staff to lead this project
- Ongoing maintenance

The Kinette Club of Chesley has indicated that they would raise the funds for this park and amenities.

Analysis

Staff have been researching best practices regarding leash free parks:

- Location – it is suggested that parks be at a minimum of 2 acres or 2 hectares (4.94 acres). If possible, it should be set back 50 to 100 metres from playgrounds, splash pads, sport fields, schools, daycares and places of worship. They should not be located in environmentally sensitive areas. It is also recommended that they are not located in highly populated residential areas.
- Site Selection – it is recommended that prior to site selection, that appropriate Municipal staff and Councillors participate in a public meeting with neighbourhood residents and affected stakeholders.
- Fencing – it is recommended that fencing be a minimum of 1.2m in height (4 feet). Leash free parks should have a double gated entry system and it is highly recommended that there are separate areas and entrances for large dogs and small dogs.
- Amenities – leash free parks should include waste receptacles, benches, picnic tables, shade structures, potable water, dog play equipment, adequate parking and signage.

Staff have reviewed possible locations in Chesley that could potentially be utilized for a leash free park. The attached appendices show photos of each identified area. Sizes noted on the maps are for reference purposes only, and do not reflect the potential park size.

Northwest of Pool – Appendix A

Because this location is part of the park, an exact size is not known. It is estimated that there is approximately 1 hectare (2.47 acres). This area is treed with an open space in the middle. There are minimal residents in the area, but there is a resident to the south of this proposed location. There is no potable water at this site, but there is water at the pool. Park users can utilize park and pool parking options.

Near Chesley Landfill – Appendix B

The Municipality acquired property to the east, when entering the landfill. The entire area of this space is 2.82 hectares (6.97 acres) and was purchased for future expansion of the wastewater treatment facility. This area has limited residential impact, but no potable water. Staff do not currently maintain this area, so if selected, would be an additional space for staff maintenance and time.

East of All Wheel Park – Appendix C

There is a long, narrow stretch east of the wheel park, toward the soccer field. This area is approximately 0.27 hectares (0.66 acres). Staff feel that this is not an appropriate location, due to proximity to park amenities and size.

Hutchison Park – Appendix D

This is the park area behind Chesley Fire Hall. The parkland size in its entirety is 0.8 hectares (1.97 acres) and includes a playground equipment on the west side of the property. There are residents around the north, east and south side of this area.

Krug Memorial Park – Appendix E

Located on 2nd Street SW, Krug Park property, in its entirety, is 1.36 hectares (3.36 acres) and has historic artifacts and information from the former Krug Furniture factory. Although this area is sizable, its landscape is limiting for use of this purpose. There are bridges and trails, but not a lot of open spaces to convert to a leash free park.

Staff have listed these locations in the order that they feel are most appropriate to change their use to a leash free park. Staff are recommending that, should Council approve this project, Municipal staff in consultation with the Kinette Club of Chesley, begin the community consultation phase of this project and identify Northwest of Pool and Near Chesley Landfill as the two (2) proposed locations for the community to consider. Once the consultation process concludes, staff will bring a report back to Council with the community input and next steps.

Link to Strategic/Master Plan

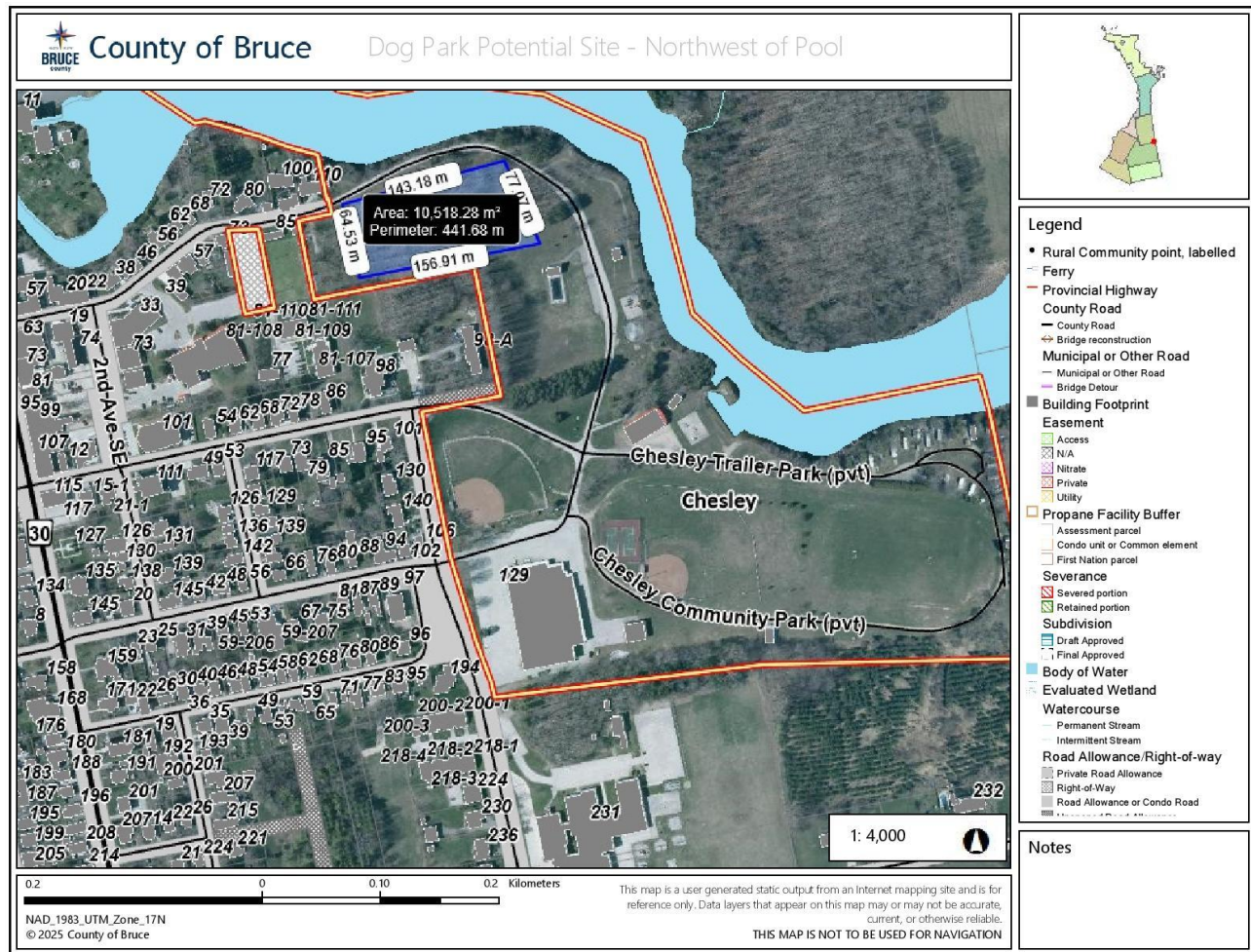
6.5 Engaging People and Partnerships

Financial Impacts/Source of Funding/Link to Procurement Policy

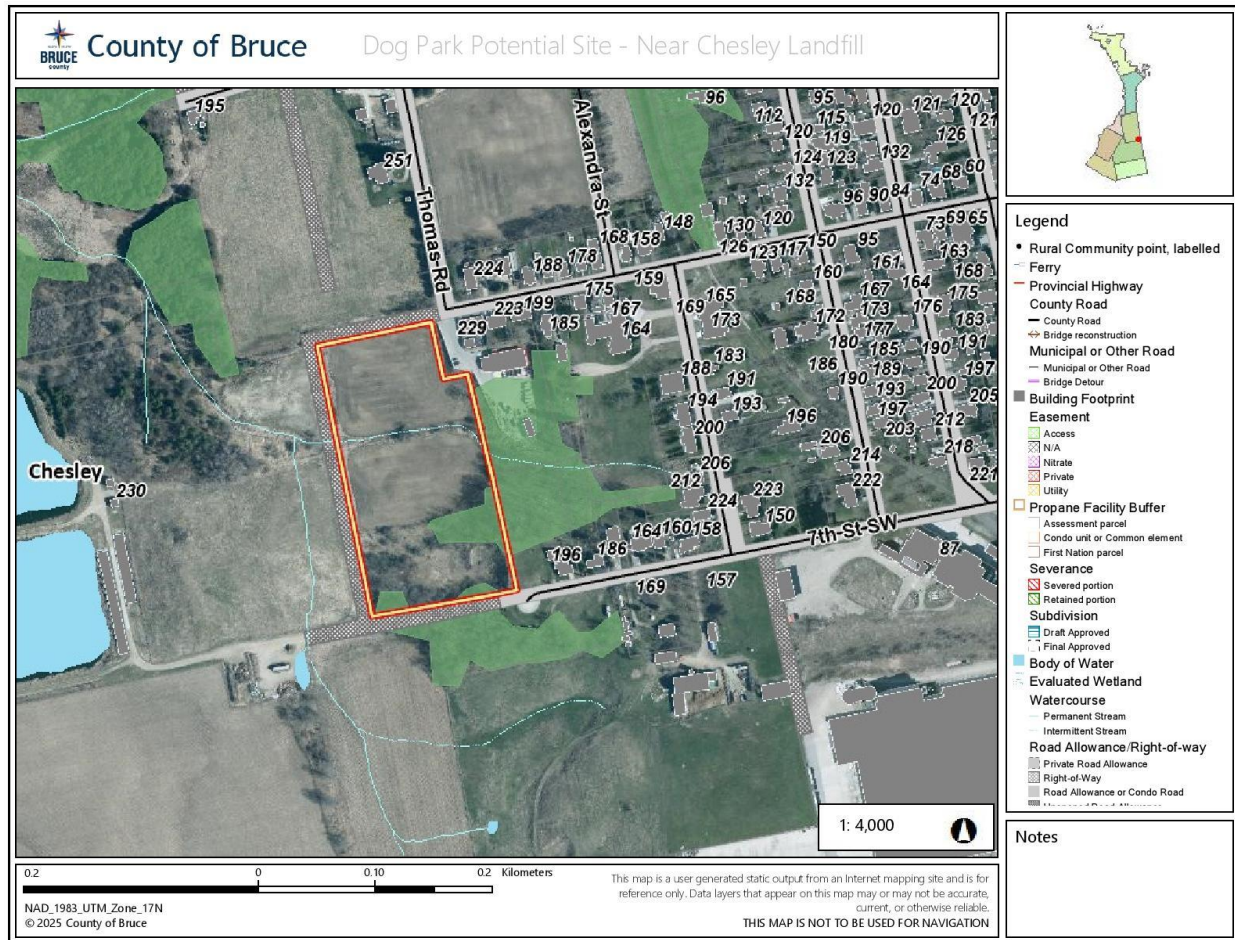
The Kinette Club of Chesley has indicated that they would pay for this project. Should this be approved, there will be staff time associated with leading the leash free park as well as on-going maintenance.

Approved by: Emily Dance, Chief Administrative Officer

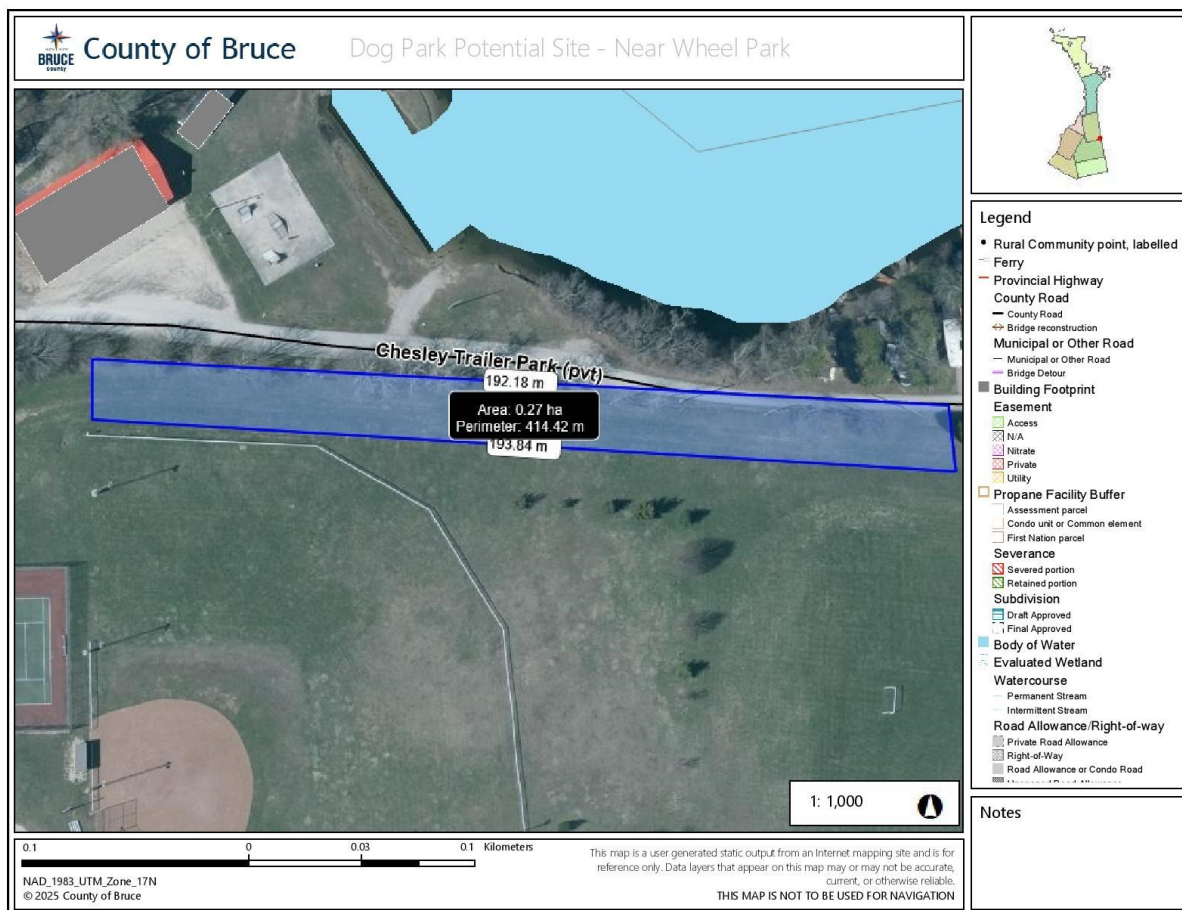
Leash Free Dog Park – Chesley | Appendix A



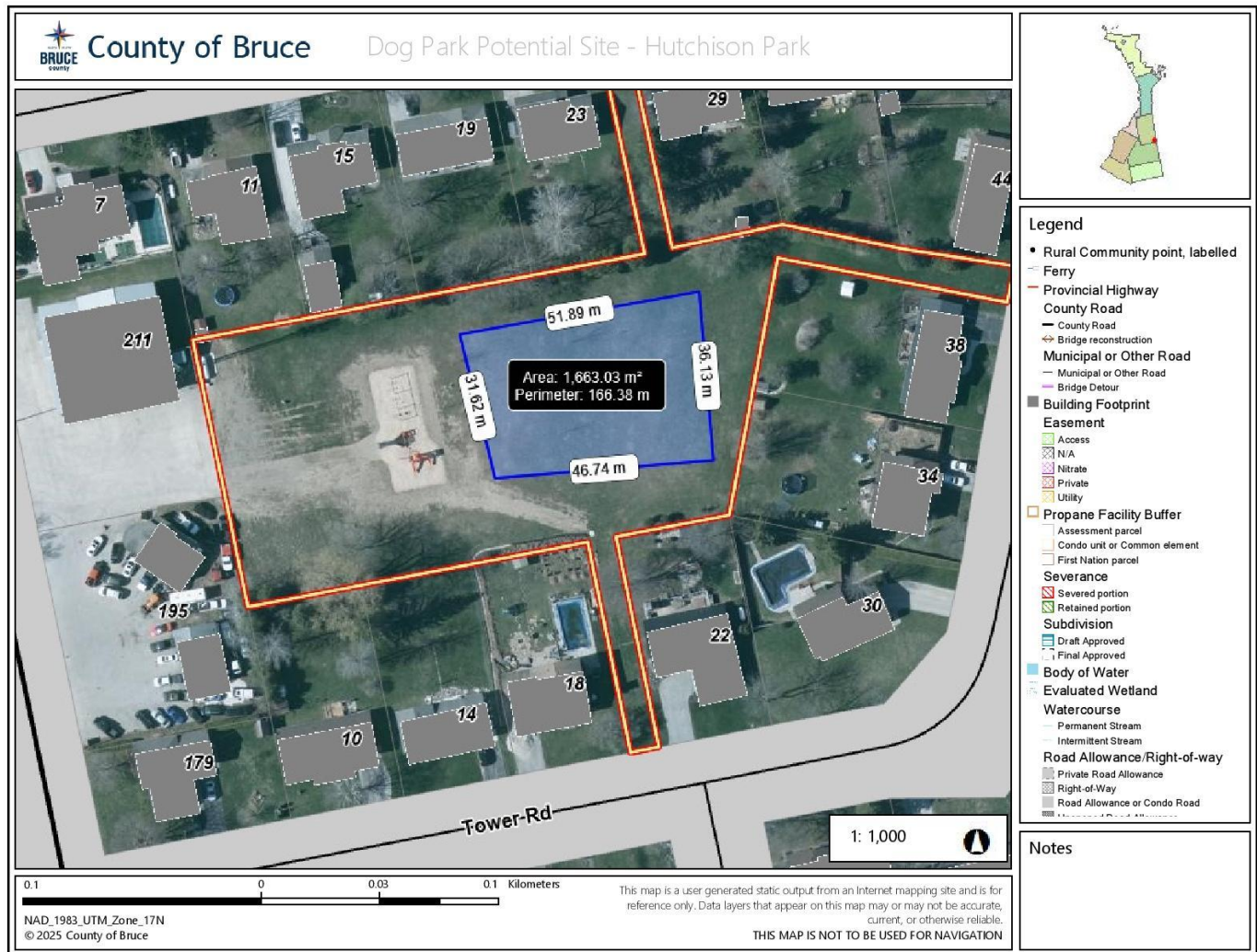
Leash Free Dog Park – Chesley | Appendix B



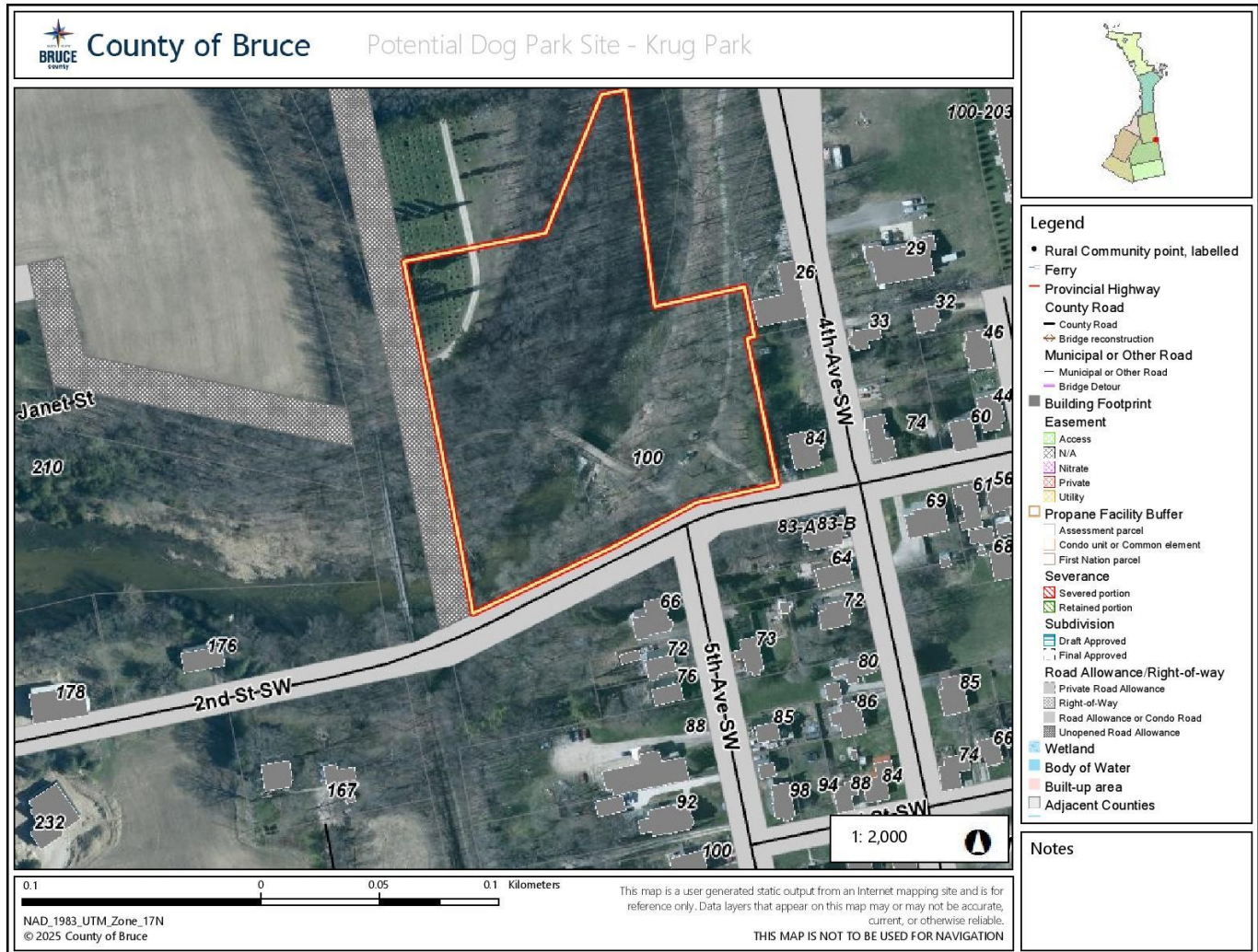
Leash Free Dog Park – Chesley | Appendix C



Leash Free Dog Park – Chesley | Appendix D



Leash Free Dog Park – Chesley | Appendix E



Staff Report

Council Meeting Date: June 9, 2025

Subject: REC-2025-10 Department Budget Update

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

Attachments: None

Recommendation

Be It Resolved that Council hereby

1. Receive Report REC-2025-10 Department Budget Update;
 2. AND approve the Chesley Medical Clinic water heater, appliance conversion and furnace replacement of \$17,495.81 and finance the project through the Chesley Medical Clinic Reserve, 01-0000-7242;
 3. AND FURTHER approve the additional \$8,983.12 for the Chesley Community Centre Rubber Floor Replacement project and finance the overage from the Arena Reserve, 01-0000-7254;
 4. AND FURTHER approve the additional \$14,972.50 to replace the snow stop, eavestrough and fascia on the Tara Community Centre, and finance the project through the Arena Reserve account, 01-0000-7254; and
 5. AND FURTHER approve the additional \$11,320.00 for the Tara Park Pole Replacement Project and finance the overage through the Arena Reserve, 01-0000-7254.
-

Background

Staff are providing an update on four (4) recreation projects and their associated financial implications that have either not been identified within the 2025 Capital Budget, or an identified project has had increased cost.

Analysis

Chesley Medical Clinic

Staff engaged a local contractor to replace a non-functional water heater and convert an existing appliance from propane to natural gas. During this process, a gas inspector identified a faulty heat exchanger and rack in the furnace, requiring its replacement. As this issue was not anticipated in the 2025 Capital Budget, staff recommend financing the project through the Chesley Medical Clinic Reserve

Chesley Community Centre

The rubber flooring replacement project, initiated in 2024, was completed in spring 2025 due to scheduling delays. During installation, significant additional preparation of the existing concrete floor was required in multiple areas to ensure proper adhesion and eliminate trip hazards. Staff recommend that the additional costs be financed through the Arena Reserve.

Tara Community Centre

The Tara Community Centre sustained damage over the winter and spring, with snow and ice tearing off the snow stop, eavestrough, and fascia from the front of the building. A local contractor was hired to complete the necessary repairs. As this damage was not included in the 2025 Capital Budget but required urgent attention, staff recommend financing the repairs through the Arena Reserve.

Additionally, the Tara Park Pole Replacement project, identified in the 2025 Capital Budget, expanded in scope following a recent wind event that caused one of the poles to snap. Power to the parkland area was shut off, and an electrician was consulted. It was recommended to upgrade the overhead wiring and replace the broken pole with underground infrastructure, along with installing a new electrical panel. Due to the unforeseen nature and scale of the damage, staff request that additional funds be allocated from the **Arena Reserve** to cover the overage.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

The total cost of the Chesley Medical Clinic upgrades was \$17,495.81, inclusive of hst. Staff are requesting that this be financed through the Chesley Medical Clinic Reserve, 01-0000-7242.

The Chesley Community Centre Flooring Replacement project, identified in the 2025 Capital Budget as project 24-RECC-0047. Due to the unexpected additional floor preparation, this project is \$8,983.12 higher than budgeted. Staff are requesting that this overage be financed through the Arena Reserve, 01-0000-7254.

The damage to the front of the Tara Community Centre was not anticipated within the 2025 Budget. To replace 200' of fascia, eavestough and snow guard is \$14,972.50, inclusive of hst. Staff are requesting that this overage be financed through the Arena Reserve, 01-0000-7254.

The Tara Park Pole Replacement project, identified in the Capital Budget as project 23-RECC-0024 became a larger project due to wind damage. The Capital Budget identified \$4500.00, but the additional work required cost \$15,820.00, including hst. There is an additional \$11,320.00 required for this project, which staff are requesting to be financed through the Arena Reserve, 01-0000-7254.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: June 9, 2025

Subject: FIN-2025-12 New Server

Report from: David Munro, Interim Treasurer

Attachments: New Server quote from Infinity Network Solutions

Recommendation

Be it Resolved that Council hereby receives Report FIN-2025-12 – New Server;

AND approves a new, unbudgeted capital project for the purchase and installation of a new server;

AND FURTHER approves an exception to the Purchasing and Procurement policy to single source a server as it is integral to everything that Infinity Network Services (the Municipality's IT Services supplier) provides.

Background

Municipal operations rely on a range of server technologies to support efficient service delivery and internal administration including: websites and online services, managing critical records and secure document storage and are also essential to ensure data integrity and protect against cyber threats.

It was brought to staff's attention that the current server is creating significant difficulties for the Municipality's IT Services provider to keep our existing server updated with the latest versions of software, including security. The warranty ran out in July 2024.

Note from Infinity Network Services:

"Besides its age, the more recent problem we are having is that we're seeing some corruption with its operating system, which can sometimes develop over time. Specifically, the server is not behaving properly when we try to apply updates and security patches, they are not installing as they should, and errors are popping up. Since the labour effort would be the same to fix it as it would to install a new server, we feel that is the right time to purchase a new one, and then we can be confident in a 5-

year plan moving forward. This would give Infinity a chance to put our stamp on the network and set it up according to best practices, whereas we inherited the existing server when we started working together".

Analysis

Infinity Network Solutions recommends the Municipality purchase and have them install a new server to more effectively support the staff and keep the Municipal network secure.

The attached quote is \$41,566.87 which will be a net cost of \$37,432.25 (after HST rebate). This includes almost \$15,000 in labour.

Staff recommends this be funded through the Working Capital reserve. Staff notes that the Municipality received an unbudgeted rebate of \$69,649.56 from WSIB earlier this year which can offset this cost.

Note, the quote is subject to change as there may be changes from the server hardware supplier depending on the variable nature of today's economic times.

Link to Strategic/Master Plan

6.6 Modernizing Services

Financial Impacts/Source of Funding/Link to Procurement Policy

The attached quote is \$41,566.87 which will be a net cost of \$37,432.25 (after HST rebate).

Staff recommends this be funded through the Working Capital reserve. Staff also notes that the Municipality received an unbudgeted rebate of \$69,649.56 from WSIB earlier this year which can offset this cost.

Approved by: Emily Dance, Chief Administrative Officer



Po Box 123
888 15th Street "A" East
Owen Sound, ON N4K 5P1
Canada
t. 519 416 2371 f. 519 416 2372

ESTIMATE

Number INSQ7366

Date May 26, 2025

Sold To

Arran-Elderslie Municipality

Christine Fraser-McDonald
1925 Bruce Rd 10
PO Box 70
Chesley, ON N0H 1L0
Canada

Phone (519) 363-6045

Fax (519) 363-2203

Terms

Net 15 Days

Salesperson

Anthony Pisonic

Bus/ HST

816478820

SKU	Qty	Description	Unit Price	Ext. Price
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This quote is to provide The Municipality of Arran-Elderslie with the hardware and techwork necessary to replace the aging Dell PowerEdge R470 production Hyper-V host with a new Hyper-V host. This will include prepping a new Hyper-V host server running the latest Windows Server OS, deploying on-site, migrating the VM's to the new host as-is, review and decommission of legacy server hardware, and a final cleanup of the on-prem workspace.

Reference: QUO-22732550-Q1K0K8 -1 & QUO-22732550-Q1K0K8

Hardware

7D76UY4V00	1	ThinkSystem SR650 V3, 1x Intel Xeon Gold 6526Y 16C 2.8GHz 195W, 6x 32GB 1Rx4, 4x 3.84TB SSD ThinkSystem RAID 940-8i 4GB Flash PCIe Gen4 12Gb Adapter, 2x 750W Powersupply Server cost Includes; Lenovo XClarity Pro, Per Managed Endpoint w/3 Yr SW S&S	\$12,098.22	\$12,098.22
5WS7B99821	1	Lenovo Premier Support - Extended Warranty - 5 Year - Warranty - 24 x 7 x 4 Hour - On-site - Maintenance - Parts & Labor	\$3,858.94	\$3,858.94
PR1500RT2UC N	1	CyberPower Smart App Sinewave 1500VA Rack/Tower UPS - 2U Rack/Tower - AVR - 3 Hour Recharge - 6.50 Minute Stand-by - 120 V AC Input - 100 V AC, 110 V AC, 120 V AC, 125 V AC Output - Sine Wave - Serial Port - USB - LCD Display - 8 x NEMA 5-15R - 8 x Battery/Surge Outlet	\$1,340.92	\$1,340.92
USED-Desktop	1	Offlease Desktop - Lenovo M920Q i5-8500T 16gb , 256ssd, Windows 11Pro compliant 1 year 3rd party warranty	\$450.00	\$450.00
4POSTRACK2 5U	1	StarTech.com 4-Post 25U Mobile Open Frame Server Rack, 19in Network Rack with Casters, Rolling Rack for Computer/AV/Data/IT Equipment - 4-Post 25U Mobile open frame server rack for Data/IT equipment - 22-40in	\$457.76	\$457.76

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - WE SPECIFICALLY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. LABOUR HOURS QUOTED ARE A CEILING (MAXIMUM) AND WE ANTICIPATE THE QUOTED WORK WILL BE COMPLETE WITHIN THE QUOTED HOURS. IN THE EVENT THAT WORK IS DISCOVERED OR REQUESTED THAT IS NOT COVERED BY THE QUOTED HOURS AN "ADJUSTED QUOTE" WILL BE FORWARDED FOR YOUR REVIEW AND APPROVAL PRIOR TO CONTINUANCE OF WORK INTEREST CHARGES ON PAST DUE ACCOUNTS AND COLLECTION COSTS OVERDUE AMOUNTS SHALL BE SUBJECT TO A MONTHLY FINANCE CHARGE. IN ADDITION, CUSTOMER SHALL REIMBURSE ALL COSTS AND EXPENSES FOR ATTORNEY'S FEES INCURRED IN COLLECTING ANY AMOUNTS PAST DUE. ADDITIONAL TRAINING OR PROFESSIONAL SERVICES CAN BE PROVIDED AT OUR STANDARD RATES. MINIMUM 25% RESTOCKING FEE WITH ORIGINAL PACKAGING.

SKU	Qty	Description	Unit Price	Ext. Price
(56-101cm) Mounting Depth; 4ft (1.2m) Height, 1200lb (544kg) Capacity - 19" Rolling Network Rack - Casters, Levelling Feet, Base-plate (floor) install - EIA/ECA-310-E Compliant (Optional - SELECTED)				
SubTotal				\$18,205.84
Licensing				
GMGF0PWHC-0003-P	1	Windows Server 2025 Standard - 16 Core License Pack	\$1,749.25	\$1,749.25
GMGF0PWHT-0002-P	25	Windows Server 2025 - 1 User CAL	\$74.59	\$1,864.75
SubTotal				\$3,614.00
Labour				
Labour-PS L3	1	Labour-PS L3/Professional Services Tech	\$11,285.00	\$11,285.00
Labour-PS L3	1	Labour-PS L3/Professional Services Tech	\$3,330.00	\$3,330.00
SubTotal				\$14,615.00
			SubTotal	\$36,434.84
			HST	\$4,782.03
			Shipping	\$350.00
			Total	\$41,566.87

Please contact me if I can be of further assistance.

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - WE SPECIFICALLY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. LABOUR HOURS QUOTED ARE A CEILING (MAXIMUM) AND WE ANTICIPATE THE QUOTED WORK WILL BE COMPLETE WITHIN THE QUOTED HOURS. IN THE EVENT THAT WORK IS DISCOVERED OR REQUESTED THAT IS NOT COVERED BY THE QUOTED HOURS AN "ADJUSTED QUOTE" WILL BE FORWARDED FOR YOUR REVIEW AND APPROVAL PRIOR TO CONTINUANCE OF WORK INTEREST CHARGES ON PAST DUE ACCOUNTS AND COLLECTION COSTS OVERDUE AMOUNTS SHALL BE SUBJECT TO A MONTHLY FINANCE CHARGE. IN ADDITION, CUSTOMER SHALL REIMBURSE ALL COSTS AND EXPENSES FOR ATTORNEY'S FEES INCURRED IN COLLECTING ANY AMOUNTS PAST DUE. ADDITIONAL TRAINING OR PROFESSIONAL SERVICES CAN BE PROVIDED AT OUR STANDARD RATES. MINIMUM 25% RESTOCKING FEE WITH ORIGINAL PACKAGING.



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: June 9, 2025

Subject: FIN-2025-07 Investments

Report from: David Munro, Interim Treasurer

Appendices: Investment Policy

Schedule A – Ontario Regulation 438/97

Recommendation

Be It Resolved that Council hereby,

1. Receive Report FIN-2025-07 - Investments and approve that the Principal Protected Note (PPN) and the Guaranteed Investment Certificate (GIC) that are maturing later this year to be invested with ONE Investment;
2. AND approves to sell the PPNs maturing in 2027 and 2028 and roll the principal into two new CIBC PPNs;
3. AND FURTHER approve the updated Investment Policy to allow investment with CIBC and/or One Investment.
4. AND FURTHER directs staff to bring a by-law to the next available Council meeting to bring force and effect to the policy.

Report Summary

In 2021, the Municipality invested \$10.5 million in five Principal Protected Notes (PPNs). One of the PPNs matured in 2024 and was reinvested in a Guaranteed Investment Certificate (GIC) that is due to mature in September 2025. One of the four remaining PPNs expires in July of this year. Staff recommends that the principal amounts of both investments (that are maturing this year) be reinvested into investment products from One Investment.

Secondly, it is advantageous to sell the CIBC PPNs that are maturing in 2027 and 2028 and buy new PPNs, similar to the old ones, that now offer the potential of higher returns.

Background

At the May 26, 2025, Council meeting, staff was directed to bring back an Investment Options report. This report lists options along with the same recommendation as the May 26, 2025, report.

In addition, staff have spoken to CIBC, and they recommend we sell the PPNs maturing in 2027 and 2028 and buy new PPNs that are similar but now offer a higher potential return.

Analysis

From the May 26, 2025 presentation by ONE Investment, 189 (39%) of all Ontario municipalities invest in ONE Investment products. For municipalities with a population between 5,000 and 24,999, the average investment is \$5 million. This includes the following municipalities: Saugeen Shores, Kincardine, South Bruce, Chatsworth, and West Grey.

There are 68 municipalities in Ontario that invest with the ONE Investment Canadian equity portfolio.

ONE investment split at March 31, 2025:

- 29% High Interest Savings Account;
- 7% Government bond portfolio;
- 13% Corporate bond portfolio;
- 51% equity.

1. Investment Options

The following chart provides current rates on bank accounts and Guaranteed Investment Certificates (GICs) and historical performance of the ONE Investment portfolios.

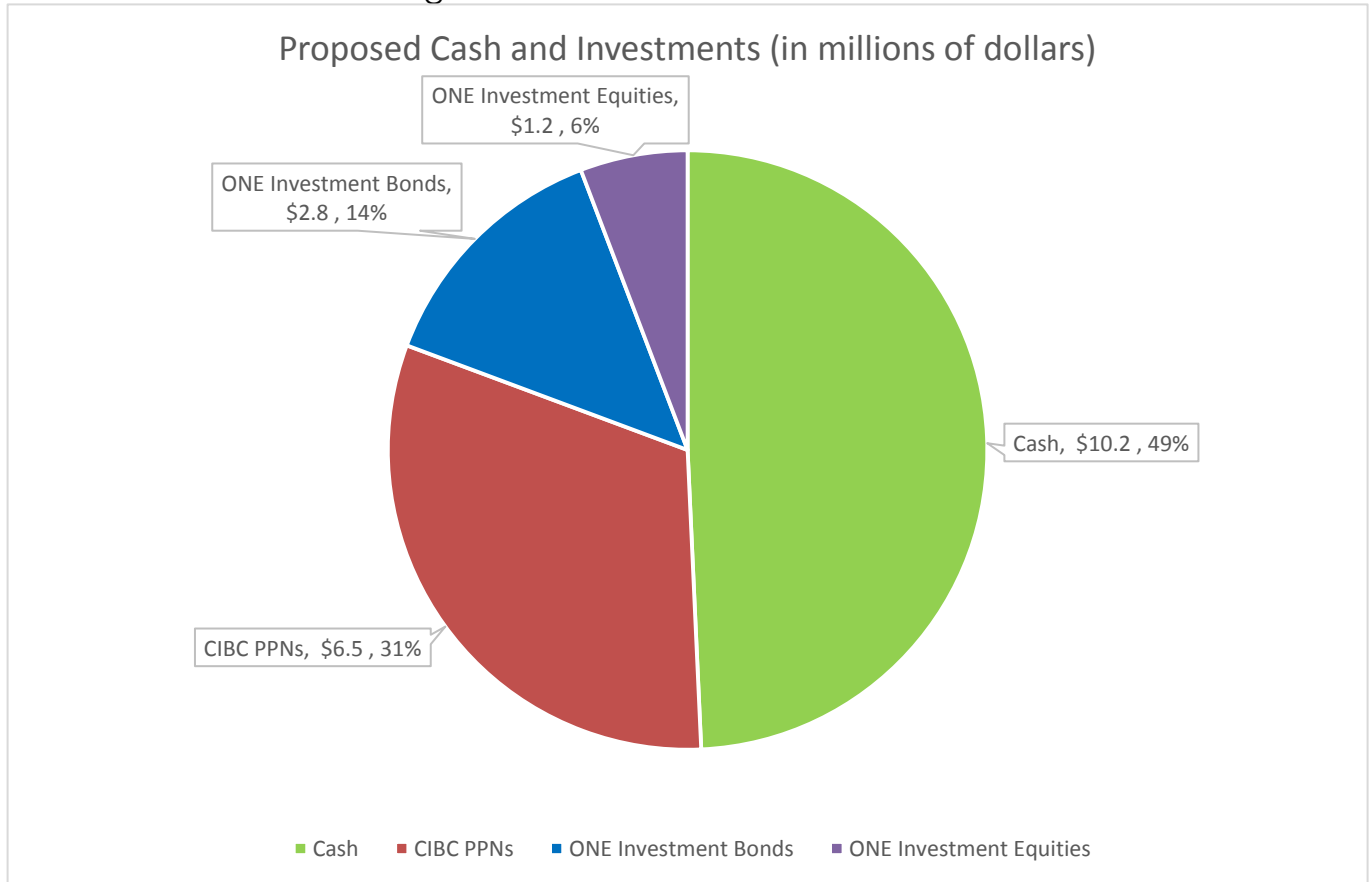
		Annual Historical Performance (2)			
	Current Rate (1)	1-year	3-year	5-year	10-year
Investment Options					
all CIBC bank accounts (1.70% below prime)	3.25%				
CIBC 1-year GIC	3.00%				
CIBC 3-year GIC	3.00%				
CIBC 5-year GIC	3.25%				
(current rates - subject to change)					
ONE Investment					
High Interest Savings Account (1.65%) below prime	3.275%				
Canadian Government Bond portfolio		4.85%	3.57%	1.47%	1.60%
Canadian Corporate Bond portfolio		4.60%	3.79%	0.81%	1.82%
Canadian Equity portfolio		20.56%	11.57%	13.97%	8.94%
(1) current rates as of May 26, 2025 - subject to change					
(2) annual historical performance, net of fees, for the period ending April 30, 2025					

Options

A) May 26, 2025, recommendation:

Invest \$4.0 million of investment principal maturing in 2025 in One Investment Products split between the two bond portfolios (35% each) and the equity portfolio (30%).

This will result in the following total asset mix:



Although there is risk to the principal amounts, the time horizon is long, and if the Municipality needs to sell, and the markets are down, the Municipality has the option to wait / borrow until the market comes back up. In addition, the investments are fully liquid. Also, when equity returns are low or negative, bond performance has historically been above average.

B) All GIC option:

Invest all in GICs. In this option, the principal amount, and the return, are guaranteed. Historically, GIC rates have been less than what has been achieved by investing in equities and bonds. Note, GICs are not liquid. However, given the long time horizon, that's not a significant consideration.

C) Combo GIC and One Investment Equity Portfolio combo:

Invest \$1 million in a 3-year GIC; \$1 million in a 5-year GIC; and \$2 million in Equities

Although the 1-year and 3-year bond historical performance has been higher than current GIC rates, the 5-year and 10-year historical performances have been less. Note, GICs in 2020 were paying less than 1%.

1. Recommendation

Option A – Invest \$4.0 million of investment principal maturing in 2025 in One Investment Products split between the two bond portfolios (35% each) and the equity portfolio (30%).

Specifically for the CIBC PPN maturing in July 2025 and the GIC maturing in September 2025, staff recommends the following mix with ONE Investment (dollars in millions):

Investment Product	% of Investment	July CIBC PPN	September GIC
ONE Canadian Equity Portfolio	30%	\$0.750	\$0.450
ONE Canadian Corporate Bond Portfolio	35%	\$0.875	\$0.525
ONE Canadian Government Bond Portfolio	35%	\$0.875	\$0.525
Total	100%	\$2.500	\$1.500

This moves the Municipality into equities, and the Municipality can continue to compare CIBC and ONE Investment performance.

1. Timing

Furthermore, instead of investing the entire amount on the date the previous investment matures, staff recommend spreading the investment over several months. Staff are also recommending that the entire amount of the maturing principle be transferred to ONE Investment High Interest Savings Account and then invested as follows:

July, \$2.5 million CIBC PPN maturing. Invest \$500,000 each month July - November 2025

September, \$1.5 million CIBC GIC maturing. Invest \$500,000 each month October – December 2025

2. CIBC PPNs maturing in 2027 and 2028

CIBC recommends we sell the Principal Protected Notes (PPNs) maturing in 2027 and 2028 and buy new PPNS. They refer to this as rolling over the PPNs to new ones. The reason to sell now is:

1. to secure the gains made already; and
2. the new ones provide a higher proportion of the gain.

The estimated gains, as of May 27, 2025 (and subject to change) are:

Principal Protected Note (PPNs) to sell	Original Mature date	Principal amount	Estimated Gain	Average annual % gain
Canadian Banks Index – 70% participation up to a maximum of 17%	2025	\$2,500,000	\$352,853	3.5%
Canadian Equity Yield	2027	\$2,000,000	\$44,035	0.6%
Large Cap Equity Index – 64% participation, uncapped	2028	\$2,500,000	\$332,662	3.3%
Total estimated gains			\$729,550	2.6%

CIBC recommends keeping the PPN maturing in 2026 as to sell now, before maturity, would net us a loss.

Staff will bring a separate report to Council on what to do with the gains on investments.

2. Recommendation

Based on CIBC's advice, I recommend we sell the two PPNs maturing in 2027 and 2028 and roll them into two new PPNS. Note, exact participation percentages as of May 26, 2025, and subject to change.

CIBC Principal Protected Note (PPNs) to Buy	Amount
5-year Solactive Equal Weight Canada Bank 27 AR Index, 127% participation, uncapped	\$2,000,000
6-year Solactive Canadian Diversified Large Cap Equity Index AR, 195% participation, uncapped	\$2,500,000

3. Investment Policy

Staff have updated the Investment Policy to allow the Municipality to invest with CIBC and/or One Investment. The Investment Policy is attached as well as Ontario Regulation 438/97 which is referenced in the policy.

Link to Strategic/Master Plan

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

In summary, the options are noted along with staff's recommendation when the CIBC PPN matures in July 2025 and the GIC matures in September 2025, staff will invest the principal amounts with ONE Investment.

Secondly, the CIBC PPNs that mature in 2027 and 2028 will be sold and new CIBC PPNs will be purchased.

Approved by: Emily Dance, Chief Administrative Officer

Investment Policy, Municipality of Arran-Elderslie, May 26, 2025

1. PURPOSE:

This policy establishes guidelines for municipal investments, as defined by and in compliance with the requirements of S. 418 to S. 420 of the Municipal Act, 2001 and of O.Reg. 438/97.

2. GOALS:

The goal of this policy is to invest all available funds of the municipality in a prudent manner so as to maximize the rate of return while minimizing the degree of risk and ensuring an adequate level of liquidity.

3. SCOPE:

This investment policy applies to any investment of the financial assets of the Municipality, including Revenue, Capital Reserve and Trust Funds.

4. OBJECTIVES:

The primary objectives in order of priority shall be:

- Adherence to statutory requirements;
- Preservation of capital;
- Maintaining liquidity; and
- Earning a competitive rate of return.

5. AUTHORIZED INVESTMENTS:

The eligible securities are prescribed under Ontario Regulation 438/97 (including any future revisions), attached as Schedule A to this policy. In addition, the Municipality restricts investments to be with the entities listed in sub-sections i, ii, and iii below, as well as CIBC, and/or in One Investment's High Interest Savings Accounts and Legal List Portfolios. The Treasurer will attempt where possible to diversify the investments, so the certificates are covered under the Bank of Canada Deposit Insurance Act.

Deposits guaranteed or endorsed by,

- i. A bank listed in Schedule I, II or III to the *Bank Act* (Canada),
- ii. A loan corporation or trust corporation registered under the *Loan and Trust Corporations Act*, or

- iii. A credit union or league to which the *Credit Unions and Caisses Populaires Act, 1994* applies.

To the extent possible, the Municipality shall attempt to match its investments with anticipated cash flow requirements.

6. GRAVEL PIT ROAD DAMAGE DEPOSITS

Gravel Pit Road Damage Deposits are invested in a manner that is mutually agreeable to the gravel pit owner and the Treasurer and may involve a Canadian Schedule 1 bank other than CIBC.

7. REPORTING REQUIREMENTS:

The Treasurer or designate has a specific responsibility to prepare and provide an annual investment report to Council. O. Reg. 438/97, s.8 (1). This report shall contain the following information:

- a statement about the performance of the portfolio of investments of the municipality during the period covered by the report
- a description of the estimated proportion of the total investments of a municipality that are invested in its own long-term and short-term securities to the total investment of the municipality and a description of the change, if any, in the estimated proportion since the previous year's report
- a statement by the treasurer as to whether or not, in his or her opinion, all investments were made in accordance with the investments policies and goals adopted by the municipality

8. AUTHORITY:

Responsibility for the investment program of the municipality is hereby delegated to the Treasurer, or designate, as appropriate.

Municipal Act, 2001

ONTARIO REGULATION 438/97

FORMERLY UNDER MUNICIPAL ACT

ELIGIBLE INVESTMENTS, RELATED FINANCIAL AGREEMENTS AND PRUDENT INVESTMENT

CURRENT Consolidation period: March 1, 2022 - e-Laws currency date (May 7, 2025)

Last amendment: 106/22.

This is the English version of a bilingual regulation.

Legislative History

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PART I

ELIGIBLE INVESTMENTS AND FORWARD RATE AGREEMENTS

Investment under s. 418 of the Act

1. (1) This Part applies in respect of investments by a municipality under section 418 of the Act. O. Reg. 43/18, s. 2.

(2) A municipality does not have the power to invest under section 418 of the Act in a security other than a security prescribed under this Part. O. Reg. 43/18, s. 2.

Eligible investments

2. The following are prescribed, for the purposes of subsection 418 (1) of the Act, as securities that a municipality may invest in:

1. Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by,
 - i. Canada or a province or territory of Canada,
 - ii. an agency of Canada or a province or territory of Canada,
 - iii. a country other than Canada,
 - iv. a municipality in Canada including the municipality making the investment,
 - iv.1 the Ontario Infrastructure and Lands Corporation,
 - v. a school board or similar entity in Canada,
 - v.1 a university in Ontario that is authorized to engage in an activity described in section 3 of the *Post-secondary Education Choice and Excellence Act, 2000*,
 - v.2 a college established under the *Ontario Colleges of Applied Arts and Technology Act, 2002*,
 - vi. a local board as defined in the *Municipal Affairs Act* (but not including a school board or a municipality) or a conservation authority established under the *Conservation Authorities Act*,
 - vi.1 a board of a public hospital within the meaning of the *Public Hospitals Act*,

vi.2 a non-profit housing corporation incorporated under section 13 of the *Housing Development Act*,

vi.3 a local housing corporation as defined in section 24 of the *Housing Services Act, 2011*, or

vii. the Municipal Finance Authority of British Columbia.

2. Bonds, debentures, promissory notes or other evidence of indebtedness of a corporation if,

i. the bond, debenture or other evidence of indebtedness is secured by the assignment, to a trustee, as defined in the *Trustee Act*, of payments that Canada or a province or territory of Canada has agreed to make or is required to make under a federal, provincial or territorial statute, and

ii. the payments referred to in subparagraph i are sufficient to meet the amounts payable under the bond, debenture or other evidence of indebtedness, including the amounts payable at maturity.

3. Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments the terms of which provide that the principal and interest shall be fully repaid no later than two years after the day the investment was made, if the receipt, note, certificate or instrument was issued, guaranteed or endorsed by,

i. a bank listed in Schedule I, II or III to the *Bank Act* (Canada),

ii. a loan corporation or trust corporation registered under the *Loan and Trust Corporations Act*, or

iii. a credit union or central to which the *Credit Unions and Caisses Populaires Act, 2020* applies.

3.1 Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments the terms of which provide that the principal and interest shall be fully repaid more than two years after the day the investment was made, if the receipt, note, certificate or instrument was issued, guaranteed or endorsed by,

i. a bank listed in Schedule I, II or III to the *Bank Act* (Canada), or

ii. a loan corporation or trust corporation registered under the *Loan and Trust Corporations Act*.

iii. REVOKED: O. Reg. 43/18, s. 3 (1).

4. Bonds, debentures, promissory notes or other evidence of indebtedness, the terms of which provide that the principal and interest shall be fully repaid no later than two years after the day the investment was made if issued or guaranteed by an institution listed in paragraph 3.1.

4.1 Bonds, debentures, promissory notes or other evidence of indebtedness, the terms of which provide that the principal and interest shall be fully repaid more than two years after the day the investment was made if issued or guaranteed by an institution listed in paragraph 3.1.

4.2 Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments, the terms of which provide that the principal and interest shall be fully repaid more than two years after the day the investment was made if the receipt, note, certificate or instrument was issued, guaranteed or endorsed by a credit union or central to which the *Credit Unions and Caisses Populaires Act, 2020* applies.

4.3 Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by a credit union or central to which the *Credit Unions and Caisses Populaires Act, 2020* applies.

5. Short term securities, the terms of which provide that the principal and interest shall be fully repaid no later than three days after the day the investment was made, that are issued by,

i. a university in Ontario that is authorized to engage in an activity described in section 3 of the *Post-secondary Education Choice and Excellence Act, 2000*,

ii. a college established under the *Ontario Colleges of Applied Arts and Technology Act, 2002*, or

iii. a board of a public hospital within the meaning of the *Public Hospitals Act*.

6. Bonds, debentures, promissory notes, other evidence of indebtedness or other securities issued or guaranteed by the International Bank for Reconstruction and Development.

6.1. Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by a supranational financial institution or a supranational

governmental organization, other than the International Bank for Reconstruction and Development.

7. Securities that are arrangements for the sale of assets that entitle the purchaser to an undivided beneficial interest in a pool of assets.

7.1 Bonds, debentures, promissory notes or other evidence of indebtedness issued by a corporation that is incorporated under the laws of Canada or a province of Canada, the terms of which provide that the principal and interest shall be fully repaid more than five years after the date on which the municipality makes the investment.

7.2 Bonds, debentures, promissory notes or other evidence of indebtedness issued by a corporation that is incorporated under the laws of Canada or a province of Canada, the terms of which provide that the principal and interest shall be fully repaid more than one year and no later than five years after the date on which the municipality makes the investment.

8. Negotiable promissory notes or commercial paper, other than securities referred to in paragraph 7, maturing one year or less from the date of issue, if that note or commercial paper has been issued by a corporation that is incorporated under the laws of Canada or a province of Canada.

8.1 Shares issued by a corporation that is incorporated under the laws of Canada or a province of Canada.

9. Bonds, debentures, promissory notes and other evidences of indebtedness of a corporation incorporated under section 142 of the *Electricity Act, 1998*.

10. Any security if the municipality acquires the security as a gift in a will or as a donation not made for a charitable purpose.

11. REVOKED: O. Reg. 43/18, s. 3 (5).

12. Shares of a corporation if,

- i. the corporation has a debt payable to the municipality,
- ii. under a court order, the corporation has received protection from its creditors,
- iii. the acquisition of the shares in lieu of the debt is authorized by the court order, and

iv. the treasurer of the municipality is of the opinion that the debt will be uncollectable by the municipality unless the debt is converted to shares under the court order. O. Reg. 438/97, s. 2; O. Reg. 265/02, s. 1; O. Reg. 399/02, s. 2; O. Reg. 655/05, s. 2; O. Reg. 607/06, s. 1; O. Reg. 39/07, s. 1; O. Reg. 373/11, s. 1; O. Reg. 74/16, s. 1, 2; O. Reg. 43/18, s. 3; O. Reg. 106/22, s. 1.

Eligible investments, continued

2.1 A security is prescribed for the purposes of subsection 418 (1) of the Act as a security that a municipality may invest in if,

- (a) the municipality invested in the security before January 12, 2009; and
- (b) the terms of the municipality's continued investment in the security have been changed pursuant to the Plan Implementation Order of the Ontario Superior Court of Justice dated January 12, 2009 (Court file number 08-CL-7440) and titled "In the matter of the *Companies' Creditors Arrangement Act*, R.S.C. 1985, c. C-36 as amended and in the matter of a plan of compromise and arrangement involving Metcalfe & Mansfield Alternative Investments II Corp. et al". O. Reg. 292/09, s. 1.

Ratings, financial indicators

3. (1) A municipality shall not invest in a security under subparagraph 1 iii, v.1, v.2, vi.1, vi.2 or vi.3 or paragraph 4 of section 2 unless the bond, debenture, promissory note or evidence of indebtedness is rated,

- (a) REVOKED: O. Reg. 265/02, s. 2 (1).
- (b) by Dominion Bond Rating Service Limited as "AA(low)" or higher;
 - (b.1) by Fitch Ratings as "AA-" or higher;
- (c) by Moody's Investors Services Inc. as "Aa3" or higher; or
- (d) by Standard and Poor's as "AA-" or higher. O. Reg. 438/97, s. 3 (1); O. Reg. 265/02, s. 2 (1); O. Reg. 399/02, s. 3 (1); O. Reg. 655/05, s. 3 (1, 2); O. Reg. 607/06, s. 2; O. Reg. 39/07, s. 2; O. Reg. 43/18, s. 4 (1).

(2) A municipality shall not invest in a security under paragraph 3.1 or 4.1 of section 2 unless the bond, debenture, promissory note or evidence of indebtedness is rated,

- (a) by Dominion Bond Rating Service Limited as "A(low)" or higher;
- (b) by Fitch Ratings as "A-" or higher;

(c) by Moody's Investors Services Inc. as "A3" or higher; or

(d) by Standard and Poor's as "A-" or higher. O. Reg. 43/18, s. 4 (2).

(2.0.1) If a municipality's total investments in securities under subparagraph 3 iii and paragraph 4.2 of section 2 have, in the opinion of the treasurer, a value in excess of \$250,000, the municipality shall not invest in any additional security under paragraph 4.2 of section 2 unless the credit union or central that issues, guarantees or endorses the security provides, within 30 days before the day the investment is made,

(a) audited financial statements indicating that the financial indicators mentioned in subsection (2.0.2) are met by the credit union or central; or

(b) certification in writing that all of the financial indicators mentioned in subsection (2.0.2) are met by the credit union or central. O. Reg. 43/18, s. 4 (2); O. Reg. 106/22, s. 2 (1).

(2.0.2) For the purposes of subsection (2.0.1), the financial indicators to be met by the credit union or central are the following:

1. Positive retained earnings in its audited financial statements for its most recently completed fiscal year.
2. Regulatory capital of at least the percentage of its total assets set out in subsection (2.0.3) as of the date of the latest audited financial statements, calculated in accordance with the regulations made under the *Credit Unions and Caisses Populaires Act, 2020*.
3. Regulatory capital of at least the percentage of its total risk weighted assets set out in subsection (2.0.4) as of the date of the latest audited financial statements, calculated in accordance with the regulations made under the *Credit Unions and Caisses Populaires Act, 2020*.
4. Positive net income in its audited financial statements for three of its five most recently completed fiscal years. O. Reg. 43/18, s. 4 (2); O. Reg. 106/22, s. 2 (2-4).

(2.0.3) The percentage mentioned in paragraph 2 of subsection (2.0.2) is the percentage obtained by adding one percent to the minimum percentage set out in paragraph 1 of subsection 20 (1) of Ontario Regulation 105/22 (General). O. Reg. 43/18, s. 4 (2); O. Reg. 106/22, s. 2 (5).

(2.0.4) The percentage mentioned in paragraph 3 of subsection (2.0.2) is the percentage obtained by adding one percent to the minimum percentage set out in paragraph 2 of

subsection 20 (1) of Ontario Regulation 105/22 (General). O. Reg. 43/18, s. 4 (2); O. Reg. 106/22, s. 2 (6).

(2.0.5) A municipality shall not invest in securities under paragraph 4.3 of section 2 unless the credit union or central that issues or guarantees the security satisfies the conditions set out in subsection (2.0.1). O. Reg. 43/18, s. 4 (2); O. Reg. 106/22, s. 2 (7).

(2.1) A municipality shall not invest in a security under paragraph 6.1 of section 2 unless the security is rated,

- (a) by Dominion Bond Rating Service Limited as “AAA”;
- (b) by Fitch Ratings as “AAA”;
- (c) by Moody’s Investors Services Inc. as “Aaa”; or
- (d) by Standard and Poor’s as “AAA”. O. Reg. 655/05, s. 3 (4).

(3) A municipality shall not invest in a security under paragraph 7 of section 2 that matures more than one year from the date of issue unless the security is rated,

- (a) by Dominion Bond Rating Service Limited as “AAA”;
- (a.1) by Fitch Ratings as “AAA”;
- (b) by Moody’s Investors Services Inc. as “Aaa”; or
- (c) by Standard and Poor’s as “AAA”. O. Reg. 265/02, s. 2 (2); O. Reg. 399/02, s. 3 (2); O. Reg. 655/05, s. 3 (5); O. Reg. 43/18, s. 4 (3).

(4) A municipality shall not invest in a security under paragraph 7 of section 2 that matures one year or less from the date of issue unless the security is rated,

- (a) by Dominion Bond Rating Service Limited as “R-1(high)”;
- (a.1) by Fitch Ratings as “F1+”;
- (b) by Moody’s Investors Services Inc. as “Prime-1”; or
- (c) by Standard and Poor’s as “A-1+”. O. Reg. 265/02, s. 2 (2); O. Reg. 399/02, s. 3 (3); O. Reg. 655/05, s. 3 (6); O. Reg. 43/18, s. 4 (4).

(4.1) A municipality shall not invest in a security under paragraph 7.1 or 7.2 of section 2 unless the security is rated,

- (a) by Dominion Bond Rating Service Limited as “A(low)” or higher;
- (b) by Fitch Ratings as “A-” or higher;

(c) by Moody's Investors Services Inc. as "A3" or higher; or

(d) by Standard and Poor's as "A-" or higher. O. Reg. 43/18, s. 4 (5).

(4.2) REVOKED: O. Reg. 43/18, s. 4 (5).

(5) A municipality shall not invest in a security under paragraph 8 of section 2 unless the promissory note or commercial paper is rated,

(a) by Dominion Bond Rating Service Limited as "R-1(mid)" or higher;

(a.1) by Fitch Ratings as "F1+";

(b) by Moody's Investors Services Inc. as "Prime-1"; or

(c) by Standard and Poor's as "A-1+". O. Reg. 265/02, s. 2 (2); O. Reg. 399/02, s. 3 (4); O. Reg. 655/05, s. 3 (8).

(6) If an investment made under subparagraph 1 iii, v.1, v.2, vi.1, vi.2 or vi.3 of section 2 or paragraph 3.1, 4, 4.1, 6.1, 7, 7.1, 7.2 or 8 of section 2 falls below the standard required by this section, the municipality shall create a plan, including expected timelines, for selling the investment and shall sell the investment in accordance with the plan. O. Reg. 43/18, s. 4 (6).

(6.1) Subsection (6) does not apply with respect to an investment made by a municipality under paragraph 7 of section 2 on a day before the day this subsection comes into force. O. Reg. 292/09, s. 2 (3).

(6.1.1) If a municipality's total investments in securities under subparagraph 3 iii and paragraph 4.2 of section 2 have, in the opinion of the treasurer, a value in excess of the limit mentioned in subsection (2.0.1) of this section and one of the following circumstances applies, the municipality shall create a plan, including expected timelines, for selling investments made under paragraph 4.2 of section 2 in excess of that limit and shall sell the investments in accordance with the plan:

1. The financial indicators mentioned in subsection (2.0.2) are not met.

2. The credit union or central fails to provide audited financial statements or a certification as mentioned in subsection (2.0.1). O. Reg. 43/18, s. 4 (7); O. Reg. 106/22, s. 2 (8).

(6.1.2) For the purposes of determining the value of investments under subsection (6.1.1), the value of all investments under subparagraph 3 iii of section 2 shall be counted

as part of the total first, followed by the value of all investments made under paragraph 4.2 of section 2. O. Reg. 43/18, s. 4 (7).

(6.1.3) If one of the circumstances in paragraph 1 or 2 of subsection (6.1.1) applies, the municipality shall create a plan, including expected timelines, for selling investments made under paragraph 4.3 of section 2 and shall sell the investments in accordance with the plan. O. Reg. 43/18, s. 4 (7).

(7) A municipality shall not invest in a security under paragraph 9 of section 2 unless, at the time the investment is made and as long as it continues, the investment ranks, at a minimum, concurrently and equally in respect of payment of principal and interest with all unsecured debt of the corporation. O. Reg. 265/02, s. 2 (2).

(8) A municipality shall not invest in a security under paragraph 9 of section 2 unless, at the time the investment is made, the total amount of the municipality's investment in debt of any corporation incorporated under section 142 of the *Electricity Act, 1998* that would result after the proposed investment is made does not exceed the total amount of investment in debt, including any interest accrued on such debt, of the municipality in such a corporation that existed on the day before the day the proposed investment is to be made. O. Reg. 265/02, s. 2 (2).

(9) Any investment made under paragraph 9 of section 2, including any refinancing, renewal or replacement thereof, may not be held for longer than a total of 10 years from the date such investment is made. O. Reg. 265/02, s. 2 (2).

(10) Subsections (7), (8) and (9) do not prevent a municipality from holding or disposing of a security described in paragraph 9 of section 2 issued by a corporation incorporated under section 142 of the *Electricity Act, 1998*, if the municipality acquired the security through a transfer by-law or otherwise under that Act. O. Reg. 655/05, s. 3 (9).

(11) If a municipality acquires a security under paragraph 10 of section 2 that is not otherwise prescribed under this Part, the municipality shall create a plan, including expected timelines, for selling the investment and shall sell the investment in accordance with the plan. O. Reg. 43/18, s. 4 (8).

(12) REVOKED: O. Reg. 292/09, s. 2 (4).

Investment limit

4. (1) A municipality shall not invest more than 25 per cent of the total amount in all sinking and retirement funds in respect of debentures of the municipality, as estimated

by its treasurer on the date of the investment, in short-term debt issued or guaranteed by the municipality. O. Reg. 438/97, s. 4 (1).

(2) In this section,

“short-term debt” means any debt, the terms of which provide that the principal and interest of the debt shall be fully repaid no later than 364 days after the debt is incurred. O. Reg. 438/97, s. 4 (2).

Conditions

4.1 (1) A municipality shall not invest in a security under paragraph 7 of section 2 or in a promissory note or commercial paper under paragraph 8 of section 2 unless, on the date that the investment is made,

(a) the municipality itself is rated, or all of the municipality’s long-term debt obligations are rated,

(i) by Dominion Bond Rating Service Limited as “AA(low)” or higher,

(i.1) by Fitch Ratings as “AA-” or higher,

(ii) by Moody’s Investors Services Inc. as “Aa3” or higher, or

(iii) by Standard and Poor’s as “AA-” or higher; or

(b) the municipality has entered into an agreement with the Local Authority Services and the CHUMS Financing Corporation to act together as the municipality’s agent for the investment in that security, promissory note or commercial paper. O. Reg. 265/02, s. 3; O. Reg. 399/02, s. 4; O. Reg. 655/05, s. 4 (1, 2); O. Reg. 43/18, s. 5 (1).

(1.1) A municipality shall not invest in a security under paragraph 7.1 or 8.1 of section 2 unless, on the date the investment is made, the municipality has entered into an agreement with the Local Authority Services and the CHUMS Financing Corporation to act together as the municipality’s agent for the investment in the security. O. Reg. 655/05, s. 4 (3); O. Reg. 43/18, s. 5 (2).

(1.2) Subsection (1.1) does not apply to investments in securities by the City of Ottawa if all of the following requirements are satisfied:

1. Only the proceeds of the sale by the City of its securities in a corporation incorporated under section 142 of the *Electricity Act, 1998* are used to make the investments.

2. The investments are made in a professionally-managed fund.

3. The terms of the investments provide that,

- i. where the investment is in debt instruments, the principal must be repaid no earlier than seven years after the date on which the City makes the investment, and
- ii. where the investment is in shares, an amount equal to the principal amount of the investment cannot be withdrawn from the fund for at least seven years after the date on which the City makes the investment.

4. The City establishes and uses a separate reserve fund for the investments.

5. Subject to paragraph 6, the money in the reserve fund, including any returns on the investments or proceeds from their disposition, are used to pay capital costs of the City and for no other purpose.

6. The City may borrow money from the reserve fund but must repay it plus interest. O. Reg. 655/05, s. 4 (3).

(2) The investment made under clause (1) (b) or described in subsection (1.1), as the case may be, must be made in the One Investment Program of the Local Authority Services and the CHUMS Financing Corporation with,

(a) another municipality;

(b) a public hospital;

(c) a university in Ontario that is authorized to engage in an activity described in section 3 of the *Post-secondary Education Choice and Excellence Act, 2000*;

(d) a college established under the *Ontario Colleges of Applied Arts and Technology Act, 2002*;

(d.1) a foundation established by a college mentioned in clause (d) whose purposes include receiving and maintaining a fund or funds for the benefit of the college;

(e) a school board;

(f) any agent of an institution listed in clauses (a) to (e);

(g) Local Authority Services;

(h) CHUMS Financing Corporation;

(i) Association of Municipalities of Ontario; or

(j) Municipal Finance Officers' Association of Ontario. O. Reg. 265/02, s. 3; O. Reg. 655/05, s. 4 (4); O. Reg. 607/06, s. 3; O. Reg. 292/09, s. 3; O. Reg. 52/11, s. 1; O. Reg. 74/16, s. 1, 3; O. Reg. 43/18, s. 5 (3-5).

School purposes

5. A municipality shall not invest in a security issued or guaranteed by a school board or similar entity unless,

(a) the money raised by issuing the security is to be used for school purposes; and

(b) REVOKED: O. Reg. 248/01, s. 1.

O. Reg. 438/97, s. 5; O. Reg. 248/01, s. 1.

Canadian dollars

6. (1) Subject to subsection (3), a municipality shall not invest in a security that is expressed or payable in any currency other than Canadian dollars. O. Reg. 43/18, s. 6 (1).

(2) Subsection (1) does not prevent a municipality from continuing an investment, made before this Regulation comes into force, that is expressed and payable in the currency of the United States of America or the United Kingdom. O. Reg. 438/97, s. 6 (2).

(3) Subsection (1) does not apply in respect of securities listed in paragraphs 3, 3.1 and 4.2 of section 2, which may also be expressed or payable in the currency of the United States of America. O. Reg. 43/18, s. 6 (2).

Statement of policies and goals

7. (1) Before a municipality invests in a security prescribed under this Part, the council of the municipality shall, if it has not already done so, adopt a statement of the municipality's investment policies and goals. O. Reg. 438/97, s. 7; O. Reg. 43/18, s. 7.

(2) In preparing the statement of the municipality's investment policies and goals under subsection (1), the council of the municipality shall consider,

(a) the municipality's risk tolerance and the preservation of its capital;

(b) the municipality's need for a diversified portfolio of investments; and

(c) obtaining legal advice and financial advice with respect to the proposed investments. O. Reg. 265/02, s. 4.

(3) REVOKED: O. Reg. 655/05, s. 5.

(4) In preparing the statement of the municipality's investment policies and goals under subsection (1) for investments made under paragraph 9 of section 2, the council of the municipality shall consider its plans for the investment and how the proposed investment would affect the interest of municipal taxpayers. O. Reg. 265/02, s. 4.

Investment report

8. (1) If a municipality has an investment in a security prescribed under this Part, the council of the municipality shall require the treasurer of the municipality to prepare and provide to the council, each year or more frequently as specified by the council, an investment report. O. Reg. 438/97, s. 8 (1); O. Reg. 43/18, s. 7.

(2) The investment report referred to in subsection (1) shall contain,

- (a) a statement about the performance of the portfolio of investments of the municipality during the period covered by the report;
- (b) a description of the estimated proportion of the total investments of a municipality that are invested in its own long-term and short-term securities to the total investment of the municipality and a description of the change, if any, in that estimated proportion since the previous year's report;
- (c) a statement by the treasurer as to whether or not, in his or her opinion, all investments are consistent with the investment policies and goals adopted by the municipality;
- (d) a record of the date of each transaction in or disposal of its own securities, including a statement of the purchase and sale price of each security; and
- (e) such other information that the council may require or that, in the opinion of the treasurer, should be included. O. Reg. 438/97, s. 8 (2); O. Reg. 655/05, s. 6.

(2.1) The investment report referred to in subsection (1) shall contain a statement by the treasurer as to whether any of the following investments fall below the standard required for that investment during the period covered by the report:

- 1. An investment described in subparagraph 1 iii, v.1, v.2, vi.1, vi.2 or vi.3 of section 2.
- 2. An investment described in paragraph 3.1, 4, 4.1, 6.1, 7, 7.1, 7.2 or 8 of section 2.
- 3. An investment described in subsection 9 (1). O. Reg. 292/09, s. 4; O. Reg. 43/18, s. 8 (1).

(2.2) The investment report referred to in subsection (1) shall contain a statement by the treasurer as to whether any investments under paragraphs 4.2 and 4.3 of section 2 are affected by the circumstances set out in paragraphs 1 and 2 of subsection 3 (6.1.1) during the period covered by the report. O. Reg. 43/18, s. 8 (2).

(3) Upon disposition of any investment made under paragraph 9 of section 2, the council of the municipality shall require the treasurer of the municipality to prepare and provide to the council a report detailing the proposed use of funds realized in the disposition. O. Reg. 265/02, s. 5.

Inconsistencies, treasurer's duty

8.1 If an investment made by the municipality is, in the treasurer's opinion, not consistent with the investment policies and goals adopted by the municipality, the treasurer shall report the inconsistency to the council of the municipality within 30 days after becoming aware of it. O. Reg. 655/05, s. 7.

Investments pre March 6, 1997

9. (1) Despite this Part, an investment by a municipality in bonds, debentures or other indebtedness of a corporation made before March 6, 1997 may be continued if the bond, debenture or other indebtedness is rated,

(a) REVOKED: O. Reg. 265/02, s. 6.

(b) by Dominion Bond Rating Service Limited as "AA(low)" or higher;

(b.1) by Fitch Ratings as "AA-" or higher;

(c) by Moody's Investors Services Inc. as "Aa3" or higher; or

(d) by Standard and Poor's as "AA-" or higher. O. Reg. 438/97, s. 9 (1); O. Reg. 265/02, s. 6; O. Reg. 399/02, s. 5; O. Reg. 655/05, s. 8; O. Reg. 43/18, s. 7.

(1.1) REVOKED: O. Reg. 43/18, s. 9 (1).

(2) If the rating of an investment continued under subsection (1) falls below the standard required by that subsection, the municipality shall create a plan, including expected timelines, for selling the investment and shall sell the investment in accordance with the plan. O. Reg. 43/18, s. 9 (2).

FORWARD RATE AGREEMENTS

Forward rate agreements

10. (1) A municipality that enters into an agreement to make an investment on a future date in a security prescribed by section 2 may enter one or more forward rate agreements with a bank listed in Schedule I, II or III to the *Bank Act* (Canada) in order to minimize the cost or risk associated with the investment because of fluctuations in interest rates. O. Reg. 655/05, s. 9.

(2) A forward rate agreement shall provide for the following matters:

1. Specifying a forward amount, which is the principal amount of the investment or that portion of the principal amount to which the agreement relates.
2. Specifying a settlement day, which is a specified future date.
3. Specifying a forward rate of interest, which is a notional rate of interest applicable on the settlement day.
4. Specifying a reference rate of interest, which is the market rate of interest payable on a specified future date on an acceptance issued by a bank listed in Schedule I, II or III to the *Bank Act* (Canada).
5. Requiring a settlement payment to be payable on the settlement day if the forward rate and the reference rate of interest are different. O. Reg. 655/05, s. 9.

(3) A municipality shall not enter a forward rate agreement if the forward amount described in paragraph 1 of subsection (2) for the investment whose cost or risk the agreement is intended to minimize, when added to all forward amounts under other forward rate agreements, if any, relating to the same investment, would exceed the total amount of the principal of the investment. O. Reg. 655/05, s. 9.

(4) A municipality shall not enter a forward rate agreement unless the settlement day under the agreement is within 12 months of the day on which the agreement is executed. O. Reg. 655/05, s. 9.

(5) A municipality shall not enter a forward rate agreement if the settlement payment described in paragraph 5 of subsection (2) exceeds the difference between the amount of interest that would be payable on the forward amount calculated at the forward rate of interest for the period for which the investment was made and the amount that would be payable calculated at the reference rate of interest. O. Reg. 655/05, s. 9.

(6) A municipality shall not enter a forward rate agreement except with a bank listed in Schedule I, II or III to the *Bank Act* (Canada) and only if the bank's long-term debt obligations on the day the agreement is entered are rated,

- (a) by Dominion Bond Rating Service Limited as “A(high)” or higher;
- (b) by Fitch Ratings as “A+” or higher;
- (c) by Moody’s Investors Service Inc. as “A1” or higher; or
- (d) by Standard and Poor’s as “A+” or higher. O. Reg. 655/05, s. 9.

Statement of policies and goals

11. (1) Before a municipality passes a by-law authorizing a forward rate agreement, the council of the municipality shall adopt a statement of policies and goals relating to the use of forward rate agreements. O. Reg. 655/05, s. 9.

(2) The council of the municipality shall consider the following matters when preparing the statement of policies and goals:

1. The types of investments for which forward rate agreements are appropriate.
2. The fixed costs and estimated costs to the municipality resulting from the use of such agreements.
3. A detailed estimate of the expected results of using such agreements.
4. The financial and other risks to the municipality that would exist with, and without, the use of such agreements.
5. Risk control measures relating to such agreements, such as,
 - i. credit exposure limits based on credit ratings and on the degree of regulatory oversight and the regulatory capital of the other party to the agreement,
 - ii. standard agreements, and
 - iii. ongoing monitoring with respect to the agreements. O. Reg. 655/05, s. 9.

Report to council

12. (1) If a municipality has any subsisting forward rate agreements in a fiscal year, the treasurer of the municipality shall prepare and present to the municipal council once in that fiscal year, or more frequently if the council so desires, a detailed report on all of those agreements. O. Reg. 655/05, s. 9.

(2) The report must contain the following information and documents:

1. A statement about the status of the forward rate agreements during the period of the report, including a comparison of the expected and actual results of using the

agreements.

2. A statement by the treasurer indicating whether, in his or her opinion, all of the forward rate agreements entered during the period of the report are consistent with the municipality's statement of policies and goals relating to the use of forward rate agreements.

3. Such other information as the council may require.

4. Such other information as the treasurer considers appropriate to include in the report. O. Reg. 655/05, s. 9.

PART II

PRUDENT INVESTMENT

Definitions

13. In this Part,

"Investment Board" means a municipal service board that is established under section 196 of the Act by a municipality for the purposes of this Part and includes, for the purposes of paragraph 3 of section 15, subsection 17 (3) and sections 21 and 23, the Toronto Investment Board; ("commission des placements")

"Joint Investment Board" means a municipal service board that is established under section 202 of the Act by two or more municipalities for the purposes of this Part; ("commission mixte des placements")

"Toronto Investment Board" means the board of the City of Toronto described in subsection 46 (2) of Ontario Regulation 610/06 (Financial Activities) made under the *City of Toronto Act, 2006*. ("Commission des placements de Toronto") O. Reg. 43/18, s. 10.

Application

14. This Part applies in respect of investments by a municipality under section 418.1 of the Act. O. Reg. 43/18, s. 10.

Requirements under s. 418.1 (3) of the Act

15. A municipality must satisfy one of the following requirements on the day referred to in subsection 418.1 (3) of the Act in order to pass a by-law for the purposes of that subsection:

1. The municipality must have, in the opinion of its treasurer, at least,

- i. \$100,000,000 in money and investments that it does not require immediately, or
 - ii. \$50,000,000 in net financial assets, as indicated in Schedule 70 of the most recent Financial Information Return supplied to the Ministry of Municipal Affairs by the municipality under the Act and posted on the Ministry's website on the day the municipality passes the by-law under subsection 418.1 (2) of the Act.
2. The municipality must have entered into an agreement to establish and invest through a Joint Investment Board with one or more other municipalities, and all of the municipalities must have, in the opinion of each of their treasurers, a combined total of at least \$100,000,000 in money and investments that the municipalities do not require immediately.
3. The municipality must have entered into an agreement with the following parties to invest through an Investment Board or a Joint Investment Board that was established by another municipality or municipalities before the day the municipality passes the by-law:
- i. The Investment Board or Joint Investment Board, as the case may be.
 - ii. Any other municipalities investing through the Investment Board or Joint Investment Board on the day the municipality passes the by-law. O. Reg. 43/18, s. 10.

Limitation, school board securities

16. A municipality shall not invest money in a security issued or guaranteed by a school board or similar entity in Canada unless the money raised by issuing the security is to be used for school purposes. O. Reg. 43/18, s. 10.

Investments only through Investment Board or Joint Investment Board

17. (1) A municipality that satisfies the requirement set out in paragraph 1 of section 15 may invest money only by having an Investment Board that meets the following criteria do so on its behalf:

- 1. The Investment Board has been established by the municipality.
- 2. The Investment Board has been given the control and management of the municipality's investments by the municipality delegating to the Investment Board,

- i. the municipality's powers to make the investments, and
- ii. the municipality's duties under section 418.1 of the Act. O. Reg. 43/18, s. 10.

(2) A municipality that satisfies the requirement set out in paragraph 2 of section 15 may invest money only by having a Joint Investment Board that satisfies the following criteria do so on its behalf:

1. The Joint Investment Board is the subject of an agreement referred to in paragraph 2 of section 15.
2. The Joint Investment Board has been given the control and management of the municipality's investments, together with that of all the other municipalities that are party to the agreement referred to under paragraph 2 of section 15, by each municipality delegating to the Joint Investment Board,

- i. the municipality's powers to make the investments, and
- ii. the municipality's duties under section 418.1 of the Act. O. Reg. 43/18, s. 10.

(3) A municipality that satisfies the requirement under paragraph 3 of section 15 may invest money only by having an Investment Board or Joint Investment Board, as the case may be, that satisfies the following criteria do so on its behalf:

1. The Investment Board or Joint Investment Board is the subject of an agreement referred to in paragraph 3 of section 15.
2. The Investment Board or Joint Investment Board has been given the control and management of the municipality's investments by the municipality delegating to the Investment Board or Joint Investment Board,

- i. the municipality's powers to make the investments, and
- ii. the municipality's duties under section 418.1 of the Act. O. Reg. 43/18, s. 10.

(4) The following persons may not be appointed as members of the Investment Board or Joint Investment Board:

1. An officer or employee of any municipality for which it invests.
2. A member of council of any municipality for which it invests. O. Reg. 43/18, s. 10.

(5) Subsection (4) does not apply to any treasurer of a municipality for which the board invests provided that treasurers do not make up more than one quarter of the members. O. Reg. 43/18, s. 10; CTR 12 AU 22 - 1.

Investment policy

18. (1) The council of a municipality shall adopt and maintain an investment policy in relation to investing under this Part. O. Reg. 43/18, s. 10.

(2) The investment policy shall include requirements with respect to the following:

1. The municipality's objectives for return on investment and risk tolerance.
2. The municipality's need for liquidity including, for greater certainty, the municipality's anticipated needs for funds for planned projects and the municipality's needs to have funds available for unanticipated contingencies. O. Reg. 43/18, s. 10.

(3) The investment policy may include other requirements with respect to investment matters that council considers to be in the interests of the municipality. O. Reg. 43/18, s. 10.

(4) At least annually, the council shall review the investment policy and update it, as necessary, as a result of the review. O. Reg. 43/18, s. 10.

Investment plan

19. (1) An Investment Board or Joint Investment Board shall adopt and maintain an investment plan in respect of all municipalities that have delegated to it,

(a) the municipality's powers to make investments; and

(b) the municipality's duties under section 418.1 of the Act. O. Reg. 43/18, s. 10.

(2) The investment plan shall deal with how the Investment Board or Joint Investment Board will invest each municipality's money and set out the Board's projections of the proportions of each municipality's portfolio of investments to be invested at the end of the year in each type of security selected by the Investment Board or Joint Investment Board and may include other requirements. O. Reg. 43/18, s. 10.

(3) At least annually, following each council's review of the investment policy under subsection 18 (4), the Investment Board or Joint Investment Board shall review the investment plan and update it, as necessary, as a result of the reviews. O. Reg. 43/18, s. 10.

Investment report

20. (1) An Investment Board or Joint Investment Board shall prepare and provide to the council of each municipality referred to in subsection 19 (1), each year or more frequently as specified by the council, an investment report. O. Reg. 43/18, s. 10.

(2) The investment report shall contain,

(a) a statement about the performance of the municipality's portfolio of investments during the period covered by the report;

(b) a statement by the treasurer of the municipality as to whether or not, in the opinion of the treasurer, all investments are consistent with the municipality's investment policy under section 18 and the investment plan for the municipality under section 19; and

(c) such other information that the council may require or that, in the opinion of the treasurer, should be included. O. Reg. 43/18, s. 10.

Inconsistencies, treasurer's duty

21. If an investment made by an Investment Board or a Joint Investment Board is, in the opinion of the municipality's treasurer, not consistent with the municipality's investment policy under section 18 and the investment plan for the municipality under section 19 of this Regulation or section 48.1 of Ontario Regulation 610/06 (Financial Activities) made under the *City of Toronto Act, 2006*, as the case may be, the treasurer shall report the inconsistency to the council within 30 days after becoming aware of it. O. Reg. 43/18, s. 10.

Agents of the Investment Board

22. (1) Subject to subsections (2) and (3), an Investment Board or Joint Investment Board may authorize an agent to exercise any of the board's functions to the same extent that a prudent investor, acting in accordance with ordinary investment practice, would authorize an agent to exercise any investment function. O. Reg. 43/18, s. 10.

(2) An Investment Board or Joint Investment Board may not authorize an agent under subsection (1) unless a written agreement between the board and the agent is in effect and the agreement includes,

(a) a requirement that the agent comply with the requirements included in the investment policy or policies under section 18 and with the investment plan under section 19; and

(b) a requirement that the agent report to the board at regular stated intervals. O. Reg. 43/18, s. 10.

(3) An Investment Board or Joint Investment Board shall exercise prudence in selecting an agent, in establishing the terms of the agent's authority and in monitoring the agent's performance to ensure compliance with those terms. O. Reg. 43/18, s. 10.

(4) For the purpose of subsection (3), prudence in monitoring an agent's performance includes,

(a) reviewing the agent's reports;

(b) regularly reviewing the agreement between the Investment Board or Joint Investment Board and the agent and how it is being put into effect, including assessing whether the requirement described in clause (2) (a) is being complied with;

(c) considering whether directions should be provided to the agent or whether the agent's appointment should be revoked; and

(d) providing directions to the agent or revoking the appointment if the Investment Board or Joint Investment Board considers it appropriate to do so. O. Reg. 43/18, s. 10.

(5) This section does not prevent the investment, by the Investment Board or Joint Investment Board, in mutual funds, pooled funds or segregated funds under variable insurance contracts, and the manager of such a fund is not an agent for the purpose of this section. O. Reg. 43/18, s. 10.

Withdrawal from investment arrangement

23. A municipality may withdraw from investing through an Investment Board or Joint Investment Board that the municipality has not established if all of the following conditions are met:

1. All the municipalities investing through the board agree to the withdrawal.

2. The municipality has done one of the following:

i. Entered into an agreement with another municipality that has established an Investment Board, that Investment Board and any other municipalities investing through that Investment Board, to invest through that Investment Board.

- ii. Entered into an agreement with the municipalities that have established a Joint Investment Board, that Joint Investment Board and any other municipalities investing through that Joint Investment Board, to invest through that Joint Investment Board.
 - iii. Established an Investment Board on its own or established a Joint Investment Board with one or more other municipalities.
3. The municipality has given the Investment Board or Joint Investment Board through which it will be investing the control and management of the municipality's investments by delegating to the board,
- i. the municipality's powers to make the investments, and
 - ii. the municipality's duties under section 418.1 of the Act. O. Reg. 43/18, s. 10.

Application of Part, withdrawal or dissolution

24. (1) This section applies if a municipality establishes an Investment Board or a Joint Investment Board,

- (a) in order to meet the condition set out in subparagraph 2 iii of section 23 with respect to withdrawing from investing; or
- (b) in order to meet a condition set out in Ontario Regulation 42/18 (Dissolution of and Prescribed Changes to Investment Board or Joint Investment Board) made under the Act. O. Reg. 43/18, s. 10.

(2) The municipality must satisfy the requirement set out in paragraph 1 or 2 of section 15 at the time of establishing the board and the reference in subparagraph 1 ii of section 15 to "the day the municipality passes the by-law under subsection 418.1 (2) of the Act" is deemed for the purposes of this section to be a reference to "the day the Investment Board is established". O. Reg. 43/18, s. 10.

(3) Subsections 17 (1) and (2) apply to the municipality. O. Reg. 43/18, s. 10.

(4) Sections 16 and 18 to 22 apply with respect to the investment of money by the Investment Board or Joint Investment Board. O. Reg. 43/18, s. 10.

Transitional matters, what may be done in advance

25. For greater certainty, before a municipality passes a by-law under subsection 418.1 (2) of the Act and before the effective date of the by-law,

- (a) the municipality may establish an Investment Board or Joint Investment Board and appoint the members;
- (b) the municipality may enter into an agreement described in paragraph 2 or 3 of section 15;
- (c) the municipality may adopt an investment policy under section 18;
- (d) an Investment Board or Joint Investment Board may adopt an investment plan under section 19; and
- (e) an Investment Board or Joint Investment Board may authorize an agent under section 22. O. Reg. 43/18, s. 10.

Transitional matters, s. 418.1 of the Act

26. (1) No municipality shall pass a by-law under subsection 418.1 (2) of the Act until January 1, 2019. O. Reg. 43/18, s. 10.

(2) Despite the passing of a by-law by a municipality under subsection 418.1 (2) of the Act,

(a) section 8 of this Regulation continues to apply to the municipality for the purposes of reporting in respect of any period up to and including the effective date of the by-law; and

(b) section 20 of this Regulation applies to an Investment Board or Joint Investment Board for the purposes of reporting in respect of any period following the effective date of the by-law. O. Reg. 43/18, s. 10.

(3) Despite the passing of a by-law by a municipality under subsection 418.1 (2) of the Act,

(a) section 8.1 of this Regulation continues to apply with respect to investments made on or before the effective date of the by-law; and

(b) section 21 of this Regulation applies with respect to investments made following the effective date of the by-law. O. Reg. 43/18, s. 10.

(4) Despite the passing of a by-law by a municipality under subsection 418.1 (2) of the Act, reports shall be made by the treasurer under subsection 12 (1) of this Regulation until reports have been made covering the periods up to and including the period ending on the effective date of the by-law. O. Reg. 43/18, s. 10.

Staff Report

Council Meeting Date: June 9, 2025

Subject: FIN.2025.10 - Investment and Interest Income Allocation

Report from: David Munro, Interim Treasurer

Attachments:

Recommendation

Be It Resolved that Council receives Report FIN.2025.10 - Investment and Interest Income Allocation for information; and

Approves the recommended allocation of investment and interest income methodology effective January 1, 2025.

Background

In 2024, the Municipality had an investment mature providing us with a gain of \$150,900. In addition, another investment provides \$10,000 interest each year.

The Municipality has several bank accounts that pay interest income - in 2024 totaled \$591,263.46. Investment and interest income has been accounted for as operating revenue contributing to our 2024 surplus. In past years, surplus funds have been added to our Working Capital reserve (account number 01-0000-7212).

Analysis

By legislation, investment and interest income from the Building Department reserve money needs to be added to the Building Department reserve each year. Although the Building Department Reserve does not have its own separate bank account, it does represent a portion of the money that we earn investment and interest revenue on.

The Water and Sewer reserves are built from the surplus of the annual water and sewer billings vs the current year operating expenses and are meant to grow principal each

year. Staff believes the water and sewer reserves deserve their fair share of the investment and interest income as well.

Proposed method:

Interest earned and investment gains/losses shall be allocated to each reserve based on the annual average balance of the reserve fund (calculated as the sum of the opening and closing balances divided by 2).

For instance, if the total reserves at the beginning of the year amount to \$20 million, the allocation of those reserves is as follows:

- Building Department Reserve: \$0.3 million (1.5% of total reserves)
- Water Reserve: \$8 million (40%)
- Sewer Reserve: \$4 million (20%)

In this scenario, interest earned and investment gains or losses would be allocated proportionally based on the percentage of total reserves attributed to these three categories. Specifically, the allocation would be 61.5%—comprising 1.5% for the Building Department Reserve, 40% for the Water Reserve, and 20% for the Sewer Reserve.

Similarly, for all other municipal reserves, staff recommend that the remaining portion of interest earned and investment gains or losses (38.5% in this example) be allocated based on the percentage of the annual average balance, as defined above. For instance, if the Arena/Community Centres Reserve represents 1.1% of total reserves, it would receive 1.1% of the interest earned and investment gains or losses.

However, each year, Council retains discretion over the allocation of interest earned and investment gains or losses, excluding amounts designated for the Building Department Reserve. For example, rather than distributing the remaining portion to each reserve based on their percentage of the annual average balance, Council may choose to allocate some or all of these funds to operating revenue or a specific reserve, such as the Bridge Reserve.

Recommendation:

Effective January 1, 2025, interest earned from the General and General 2 bank accounts, along with investment gains and losses, will be allocated based on the annual average balances by default. Each year, the Treasurer will present a report to Council, providing an opportunity to review and modify the allocation of the remaining portion as necessary.

For the 2025 fiscal year, since investment and interest income have been incorporated into the budget, staff recommends directing the remaining portion to operating revenue, up to the budgeted amount. Any surplus funds should be distributed equally among the remaining reserves.

Link to Strategic/Master Plan**6.4 Leading Financial Management**

Financial Impacts/Source of Funding/Link to Procurement Policy

This recommendation complies with Building Department reserve legislation and represents a prudent allocation to the water and sewer reserves. In previous years, interest revenue and investment gains or losses have contributed to an operating surplus, ultimately increasing the Working Capital reserve. However, this adjustment will create additional pressure on operating budgets to achieve balance in the absence of interest income.

It is important to note that the current year's operating budget includes \$467,739 in investment and interest revenue.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: June 9, 2025

Subject: FIN-2025-13 - Vacant Storefront Tax

Report from: Emily Dance, Chief Administrative Officer David Munro, Treasurer, Jennifer Isber-Legge, Economic Development & Communications Coordinator.

Recommendation

Be It Resolved that Council hereby approves Report FIN-2025-13 - Vacant Store Front Tax AND

1. Supports a Vacant Storefront Campaign: Lead by Economic Development to improve downtown areas to encourage rentals
2. Engage Municipal By-Law Enforcement: Provide a Special Project targeting property standards in downtown cores.
3. Defer Consideration of a Vacant Storefront Tax: Due to the complexities associated with its implementation.

Background

On February 10, 2025 Councillor Hampton presented a [Notice of Motion](#) to Council regarding reducing implementation of a vacant storefront tax with the goal to reduce long term vacant rates by discouraging commercial landlords from sitting on empty storefronts, thereby decreasing the total extent externalities that vacancies create for residents, pedestrians and other local neighboring businesses.

Council endorsed the motion on February 24, 2025.

Analysis

The Notice of Motion included a request for community information. Staff have reviewed the motion and divided the report into three sections for consideration: implementation of a vacant storefront tax, economic development initiatives to improve downtowns, and enforcement through the [Property Standards By-law](#).

Implementation of Storefront Tax

Definition and Purpose - A storefront tax is a levy imposed on commercial properties that remain vacant for a specified period. This tax aims to incentivize property owners to rent out or maintain their storefronts, thereby reducing the number of vacant properties and improving the economic vitality of downtown areas.

Vacant Tax Rebate - Arran-Elderslie previously had a vacant tax rebate program, which provided tax relief to owners of commercial properties vacant for 90 consecutive days. This program was removed to encourage property owners to utilize their spaces more effectively.

Process to Implement

Legislation: Draft and pass a by-law to establish the storefront tax.

Criteria: Define what constitutes a vacant storefront (e.g., 187 days of vacancy).

Assessment: Regularly assess properties to determine vacancy status.

Notification: Inform property owners of their tax obligations and any penalties for non-compliance.

Collection: Implement a system for collecting the tax and managing rebates or exemptions.

Challenges

- **Defining Vacancy:** Accurately determining when a property is vacant can be complex, especially with intermittent closures.
- **Administrative Burden:** Implementing and managing the tax requires significant administrative resources.
- **Property Owner Resistance:** Property owners may oppose the tax, leading to potential legal challenges.

Economic Development and Tourism in Downtown Core

Incentives Creating vibrant downtowns is a core objective in Arran-Elderslie's Economic Development Strategic Plan. Key goals include improving the appearance of downtown areas and providing incentives to encourage investment.

The Municipality's [Community Improvement Plan \(CIP\)](#) plays a central role in achieving these goals by offering financial incentives to support the redevelopment and enhancement of private properties in both settlement and rural areas.

Council has approved CIP financial support through Bruce County's Spruce the Bruce program. In 2025, eligible applicants in Arran-Elderslie downtowns can receive grants towards eligible project costs. Up to a total of \$20,000 is available across the following categories:

- Façade Improvement
- Perpendicular Signage
- Awning Grants
- Fascia Signage

Additional incentives that may be considered in the future under the CIP include:

- Development and Pre-development Incentives
- Tax Increment Equivalent Grant Program
- Municipal Fee Incentive Program
- Start-up Space Leasehold Improvement Program

Community Working Groups - To support these initiatives, Community Working Groups were launched in Chesley and Tara in fall 2024. These groups focus on economic development and revitalization efforts that prioritize business attraction and retention, build community capacity, and advance the goal of vibrant downtowns. In 2025, a new Community Working Group has been established in Paisley, with work scheduled to begin this summer.

Property Standards By-Law Enforcement

Key Points

- **Exterior Maintenance:** Storefronts must be kept in good repair, free from hazards, and maintained to prevent deterioration.
- **Signage:** Signs must be properly maintained, securely fastened, and free from damage.
- **Cleanliness:** Storefronts must be kept clean and free from litter, debris, and graffiti.
- **Lighting:** Adequate lighting must be provided to ensure safety and visibility.
- **Accessibility:** Storefronts must comply with accessibility standards to ensure they are accessible to all members of the community.

Penalties for Non-Compliance

- **Fines:** Property owners may be fined for failing to comply with the by-law.
- **Orders to Comply:** By-law enforcement officers can issue orders requiring property owners to address specific issues within a set timeframe.

- Remedial Action by the Municipality: If a property owner fails to comply with an order, the municipality may undertake the necessary repairs or maintenance and charge the costs to the property owner.
- Legal Action: In some cases, the municipality may pursue legal action against property owners who repeatedly fail to comply with the by-law.

Input Requested from Working Groups

The Economic development and Communications Coordinator presented a report and staff recommendations at the working group meetings and the Arran-Elderslie Community and Business Association for input and requested the groups consider the following:

1. Review the vacant storefront tax: Provide comments on its potential to support the goal of renting vacant storefronts.
2. Review current economic development strategies: Suggest areas where support can be increased or reduced.
3. Review the Property Standards By-Law: Comment on whether focusing on enforcement would support the goal of ensuring storefronts contribute positively to the municipality's appearance and safety.

Input from Community Groups

1. The Paisley Community Working Group expressed its support for the staff recommendations and engaged in discussions endorsing the use of available municipal tools, such as Property Standards, to aid in the revitalization of downtown Paisley. The group also advocated for the implementation of economic development strategies to foster positive and sustainable revitalization efforts.
2. Tara Community Working Group did not reach a consensus on a formal recommendation. Discussions focused on identifying the most effective ways to encourage building owners to improve and revitalize their storefronts.
3. Chesley Community Working Group recommends that Council direct Municipal Staff to continue exploring the implementation of a Vacant Storefront Tax as a primary strategy for encouraging building owners to revitalize their properties.
4. Arran-Elderslie Community and Business Association discussed the importance of downtown revitalization and having businesses in empty storefronts. Their recommendation is to focus on a property standards by-law enforcement project and economic development strategies.

Staff Recommendations

1. Support a Vacant Storefront Campaign: Lead by Economic Development to improve downtown areas.
2. Engage Municipal By-Law Enforcement: Provide a Special Project targeting property standards in downtown cores.

3. Defer Consideration of a Vacant Storefront Tax: Due to the complexities associated with its implementation.

Link to Strategic/Master Plan**6.2 Supporting Businesses and the Local Economy**

Financial Impacts/Source of Funding/Link to Procurement Policy

The implementation of these initiatives will require additional financial resources and staff time. However, the specific costs associated with these efforts remain undetermined at this time.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: June 9, 2025

Subject: CLKS.2025.21 – Ward vs At-Large Electoral System

Report from: Christine Fraser-McDonald, Clerk

Attachments:

Recommendation

Be It Resolved that Council receives Report CLKS.2025.21 – Ward vs At-Large Electoral System AND _____ the Electoral System for the Municipality of Arran-Elderslie.

Background

At the September 25, 2024 Council meeting, Council directed staff to proceed with seeking input from the community on their support for electing Councillors in a ward-based system or through an at-large system and that a public survey be created seeking community input.

In October 2024, the Municipality of Arran-Elderslie retained Clerks on Call to undertake a broad community engagement strategy to enable the Council to make decisions about whether it should make changes to the current electoral representation structure - essentially whether to maintain the current ward structure or to adopt an alternative at-large arrangement.

Clerks on Call developed and conducted a public consultation process, in accordance with the Municipality's existing public engagement practices, to obtain meaningful input from stakeholders and members of Council.

The community was provided with information needed to evaluate both the ward-based and at-large electoral systems. The consultation process allowed the public to provide their individual perspectives on the present ward system as well as offer their thoughts on the alternative at-large system.

Analysis

On May 12, 2025, Clerks on Call made a [presentation](#) and provided a [final report](#) on the engagement strategy and survey results.

The community engagement strategy included several key components:

1. ****Public Survey****: A total of 484 participants completed the survey, providing both quantitative results and qualitative insights.
2. ****Facilitated Open Houses****: Three community open houses were held, providing an interactive forum for in-depth questions and discussions.
3. ****Councillor Interviews****: One-on-one interviews with each member of Council to understand their perspectives on the electoral system.
4. ****Community Feedback****: The majority (77%) of the Arran-Elderslie community that participated in the consultation preferred to maintain the existing ward-based electoral system.

The analysis of the feedback indicates strong community support for the ward-based system, which is seen as ensuring fair representation for each ward and addressing local issues effectively.

Staff seek Council direction on maintaining the current ward-based system or direction to move to at-large system for the upcoming election.

Link to Strategic/Master Plan

6.5 Engaging People and Partnerships

Financial Impacts/Source of Funding/Link to Procurement Policy

Engagement Strategy in the amount of \$5,850.00 plus HST, mileage and disbursement costs incurred to be funded from Account 01-1020-4300 – Contracted Services. (2024)

Advertisement costs will be funded from Account 01-1010-4354 – Election.(2025)

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: June 9, 2025

Subject: CAO-2025-07 - Strong Mayor Powers O. Reg 530/22

Report from: Emily Dance, Chief Administrative Officer

Attachments: Aird & Berlis LLP Eight-Minute Municipal Article Strong Mayors

Recommendation

Be It Resolved that Council hereby receives for information Report CAO-2025-07 - Strong Mayor Powers O. Reg 530/22.

Background

On April 9, 2025, the Ontario Ministry of Municipal Affairs and Housing announced a significant expansion of [Strong Mayor powers](#) to 169 additional municipalities, including Municipality of Arran-Elderslie, effective May 1, 2025. The Province aims to help municipalities deliver on provincial priorities as identified in the [Ontario Regulation 580/22](#); Provincial Priorities which includes things such as building homes, transit, and other infrastructure.

The Strong Mayor legislation would enable the Mayor to:

- Appoint the municipality's Chief Administrative Officer.
- Hire certain municipal department heads and establish and re-organize departments.
- Creating committees of Council, assigning their functions and appointing chairs and vice-chairs of committees of Council.
- Propose the municipal budget, which would be subject to Council amendments and a separate head of Council veto and Council override process.
- Propose certain municipal by-laws if the mayor is of the opinion that the proposed by-law could potentially advance a provincial priority identified in regulation. Council can pass these by-laws if more than one-third of all Council members vote in favour.
- Veto certain by-laws if the head of Council is of the opinion that all or part of the by-law could potentially interfere with a provincial priority.

- Bring forward matters for Council consideration if the head of Council is of the opinion that considering the matter could potentially advance a provincial priority.

The expansion of powers builds on the initial introduction of Strong Mayor powers for Toronto and Ottawa in 2022, which has since been gradually rolled out across the province. Currently, these enhanced powers have been imposed on 47 municipalities, with the provinces intention to assist in 'cutting red tape and accelerating the delivery of key priorities. The new expansion aims to empower mayors to take actions for their communities, supporting building homes and infrastructure faster.

Analysis

Strong Mayor Powers will grant heads of Council enhanced executive authority to support shared provincial-municipal priorities. The Mayor will have special powers and duties under [Part VI.1](#) of the Municipal Act, 2001. Outlined below as well as in the attached Aird & Berlis LLP Eight-Minute Municipal Article Strong Mayors, is an overview of the proposed changes that are anticipated to come into effect May 1, 2025.

1. Powers and Duties for the Mayor and Council:

Several Strong Mayor powers are related to provincial priorities that are identified in the Ontario Regulation 580/22; Provincial Priorities. Provincial priorities include the following:

- building 1.5 million new homes by December 31, 2031
- constructing and maintaining infrastructure to support housing, including:
 - transit
 - roads
 - utilities
 - servicing

2. Chief Administrative Officer:

One of the powers granted to the Mayor is the ability to choose to hire and appoint the Chief Administrative Officer (CAO). This power may be delegated back to Council.

3. Organizational Structure:

The Mayor has the authority to hire or terminate certain municipal division heads, excluding statutory positions such as the Clerk, Treasurer, Integrity Commissioner, Ombudsman, Auditor General, registrar, Chief Building Official, Chief of Police, Fire Chief, Medical Officer of Health, and other officers required by statute. Additionally, the Mayor can create and reorganize the structure of the municipality to improve efficiency and streamline operations. However, any changes to the organizational structure must comply with legal requirements, including existing collective agreements or contracts.

4. Local Boards and Committees:

The Mayor has the authority to appoint the chairs and vice-chairs of prescribed local boards and committees, and may establish, dissolve and assign functions to committees. The power with respect to committees may be delegated back to the Council.

5. Prescribing Provincial Priorities:

The Mayor can bring forward matters for Council consideration if they believe that considering the matter could potentially advance a provincial priority as identified in the Ontario Regulation 580/22; Provincial Priorities. When doing so, the Mayor will consider any rules regarding notice and public consultation that apply to the exercise of municipal authority.

6. By-law Power Related to Provincial Priorities:

The Mayor can propose certain municipal by-laws if they believe the proposed by-law could potentially advance a prescribed provincial priority as identified in the Ontario Regulation 580/22; Provincial Priorities. This power applies to by-laws made under the Municipal Act, 2001, the City of Toronto Act, 2006, the Planning Act, and section 2 of the Development Charges Act. When proposing a by-law, the Mayor must provide a copy of the proposed by-law and their reasons for the proposal to the Clerk and each member of Council. The Mayor can require Council to consider and vote on the proposed by-law at a meeting, despite any rules in a local procedure by-law. By-laws proposed using this power are passed if more than one-third of all Council members vote in favor. The Mayor is also able to vote on passing the by-law.

7. Veto Power and Council Override:

The Mayor may veto certain by-laws if they believe the by-law could potentially interfere with a provincial priority as identified in the Ontario Regulation 580/22; Provincial Priorities. This veto power applies to by-laws approved by Council made under the under the Municipal Act, 2001, the City of Toronto Act, 2006, the Planning Act, and section 2 of the Development Charges Act.

The Mayor must provide written notice to Council of their intent to consider vetoing the by-law within two days after Council voted in favor of the by-law. If the Mayor decides to use their veto within 14 days after the Council vote, they must provide a written veto document to the clerk, who then shares it with each member of Council and makes it available to the public.

Council has the ability to override the veto within 21 days after receiving the written veto document. The veto can be overridden if two-thirds of all Council members vote to do so. During this process, the Mayor remains a member of Council with one vote.

8. Directing Staff:

The Mayor may direct staff to undertake certain tasks related to their additional powers and duties. This direction must be provided in writing and can include tasks

such as researching policies and programs or implementing decisions related to the Mayor's powers.

9. Delegating Certain Powers:

The Mayor may delegate certain Strong Mayor powers to Council or the municipality's CAO. These powers include appointing a CAO, creating and assigning functions to committees, hiring municipal division heads, and changing the organizational structure of the municipality.

10. Municipal Budget Process:

The Mayor is required to propose the municipal budget each year by February 1. The proposed budget must be shared with each member of Council, the municipal clerk, and made available to the public. If the Mayor does not propose the budget by February 1, Council must prepare and adopt the budget. Council can amend the proposed budget within a 30-day review period, and the Mayor has 10 days to veto any Council amendment. Council can override the veto if two-thirds of all Council members vote to do so.

The Mayor can also initiate and prepare in-year budget amendments to raise additional amounts from property tax. The process for proposing, amending, and vetoing in-year budget amendments is similar to the annual budget process. The Mayor is required to exercise these powers in writing and make them available to the public, subject to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

In the view of Province, by centralizing administrative control, the Mayor can act swiftly on critical issues, reducing delays and ensuring efficient implementation of projects. The expansion of Strong Mayor powers to additional municipalities in Ontario is aimed to accelerate the delivery of provincial priorities. By empowering mayors with greater executive authority, the province intends to streamline processes, reduce obstacles, and ensure timely development of housing and infrastructure. These enhanced powers come with increased accountability for the Mayor and maintains essential checks and balances through the oversight of Councillors.

At the April 14, 2025 meeting Council directed staff to submit a motion in opposition to the Strong Mayor powers as part of the comments to the provincial government.

Staff are monitoring developments and will report back promptly with further information and recommendations. This will include options for preparing for any changes and potential impacts on municipal procedures, policies, by-laws, etc.

Link to Strategic/Master Plan6.6 Modernizing Services

Financial Impacts/Source of Funding/Link to Procurement Policy

There are no financial impacts related to this report.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: June 9, 2025

Subject: Easement Agreement – Knapp – 187 Balaklava Street

Report from: Emily Dance, Chief Administrative Officer

Attachments: May 27 2025 GSS Engineering Consultants Ltd Correspondence

Recommendation

Be It Resolved that Council hereby approves Report PLAN-2025-01;

AND approves entering into an Encroachment Agreement with IWBE Rentals Incorporated c/o Rick Knapp to ensure long-term access and maintenance of the storm sewer;

AND FURTHER authorizes the appropriate By-law coming forward.

Background

On September 9, 2024, the Committee of Adjustment for the Municipality of Arran-Elderslie approved a [minor variance](#) for IWBE Rentals Incorporated c/o Rick Knapp to facilitate the development of a five-unit townhouse at 187 Balaklava Street in Paisley.

The approved variance allowed:

- Increasing total lot coverage from 40% to 44%
- Reducing the rear yard setback from 7.5 m to 3.0 m
- Reducing the interior side yard setback from 7.5 m to 4.5 m
- Reducing the exterior side yard setback from 7.5 m to 6.0 m
- Increasing permitted yard encroachments for 10 patios from 1.5 m to 1.8 m
- Permitting direct access to parking spaces from the road, contrary to the by-law requirement for access via a maneuvering aisle for cluster townhouses

As a condition of approval, a stamped, engineered stormwater management plan be submitted and approved by the Municipality's engineer prior to the issuance of a building permit, at the owner's expense.

Analysis

There have been multiple communications between the Developer's Engineer and the Municipal Engineer to find a solution to satisfy the requirements of the Minor Variance.

Our Municipal Engineer, Rakesh Sharma GSS Engineering Consultants analyzed the storm sewer system on Balaklava St., after exposing the buried manhole at the intersection of Duke and Balaklava. The analysis showed that there is spare capacity available in the existing storm sewers to accommodate the runoff from the proposed development and provided direction for revisions to the storm water management plan.

As noted in the attached correspondence, the developer must transfer the easement of this storm sewer to Arran-Elderslie to maintain.

Staff support the recommendation for an easement agreement to ensure long-term access and maintenance of the infrastructure. This agreement must be executed to the satisfaction of the Municipality and passed by By-law prior to final approval of the stormwater management plan.

Staff recommends entering into an easement agreement with IWBE Rentals Incorporated c/o Rick Knapp in order to allow the development to proceed.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

In accordance with the Municipal Fees and Charges By-law, the encroachment agreement fee is \$750, with the applicant responsible for any associated legal and professional consultant costs.

Approved by: Emily Dance, Chief Administrative Officer



May 27, 2025

24-063

Municipality of Arran-Elderslie
1925 Bruce Road 10, Box 70
Chesley, ON N0G 1L0

Attn: Ms. Emily Dance, CAO

Re: 187 Balaklava Street Development, Paisley

Dear Ms. Dance,

We have analyzed the storm sewer system on Balaklava St., after exposing the buried manhole at the intersection of Duke and Balaklava. The analysis shows that there is spare capacity available in the existing storm sewers to accommodate the runoff from the proposed development. Accordingly, the developer can be advised not to divert runoff from the school's property to Balaklava St. by constructing a new storm sewer in the unopened road allowance. However, to do so, the following changes are required:

- a) Roof leader on east side of the building must discharge runoff to the west side in order that it can flow into new CB 2.
- b) Flow in existing 450 ø storm sewer on the east side of the lot must not be restricted. And developer must transfer the easement of this storm sewer to Arran-Elderslie to maintain it.
- c) The 3 storage pipes at the north end of the property must be rearranged in a manner to allow orifice controlled outlet from storage pipes into new CB 1. I have marked up developer's drawing in red for clarity purposes.
- d) Any short-fall in storage required can be provided by installing a storage pipe running north-south on the west side between the lot line and the proposed building.

I reviewed the above changes with Mr. Scott McLeod and Mr. Keith Welsh in separate team meetings on May 27, 2025 to ensure that changes suggested in this letter are acceptable.

It is recommended that the developer is asked to resubmit the Stormwater Management Report and drawing after incorporating the above changes for review and comments.

If you have any questions, please feel free to contact this office.

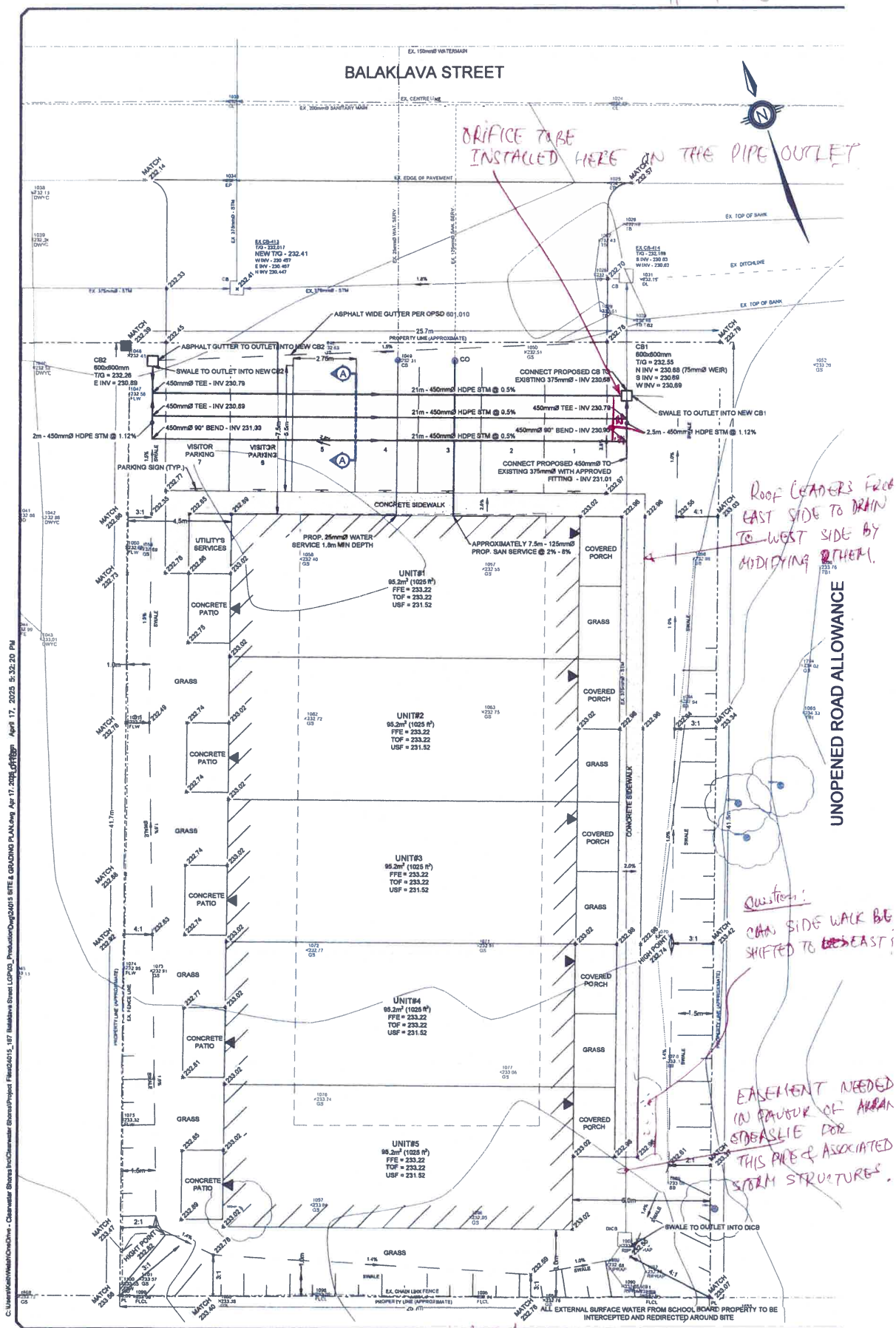
Truly yours,

GSS Engineering Consultants Ltd.

Rakesh Sharma, P. Eng., Secretary-Treasurer
Designated Consulting Engineer

RS/nc

cc Mr. Scott McLeod, Arran-Elderslie



Marked off by
Robert
March 27/2021



Agenda Item: 11
Date: June 9, 2025
Resolution Number:

Moved by: Councillor Penner
Seconded by: Councillor Hampton

Whereas:

1. The Town of Paisley is experiencing increased demand for parking spaces, particularly in the downtown core, due to the development of new apartments and the resulting increase in residential density.
2. The current parking capacity is insufficient to accommodate the needs of residents, visitors, and patrons of local businesses. This hinders economic growth and the attraction of new businesses.
3. The lack of adequate parking is a significant concern for the community impacting the accessibility of our downtown and our riverfront.
4. An opportunity exists on Water Street, specifically in front of the retaining wall of 325 Albert Street, adjacent to the municipal pump house, to create additional parking.
5. The conversion of this area to angled parking may offer a viable solution, providing increased parking capacity and facilitating year-round maintenance, including snow removal.

Therefore, Be It Resolved That:

1. Council directs staff to conduct a comprehensive engineering study to assess the feasibility of establishing angled parking spaces on River Street in front of the retaining wall of 325 Albert Street on Water Street, adjacent to the municipal pump house.
2. The engineering study shall include, but not be limited to, an evaluation of the following:
 - o The optimal number of angled parking spaces, including an accessible parking space, that can be safely and efficiently accommodated within the specified location.
 - o An assessment of any necessary site modifications or infrastructure requirements, such as signage, curb adjustments, drainage, accessibility considerations, and potential impacts on the accessibility and operation of the pump house.



- A preliminary cost estimate for the design, construction, and implementation of the proposed angled parking.
 - An analysis of the long-term maintenance requirements and associated costs, including snow removal and surface upkeep.
 - The potential impact on the adjacent riverfront area and any environmental considerations.
3. Council further directs staff to:
- Staff shall consult with relevant stakeholders, including but not limited to:
 - The Paisley Chamber of Commerce.
 - The Paisley Community Working Group
 - Residents in the immediate vicinity of the proposed parking area.
 - Relevant municipal departments, including planning, engineering, and public works.
4. Staff shall present a report to Council outlining the findings of the engineering study, the results of the zoning by-law review, and any recommendations for by-law amendments or policy changes within *[Insert a specific timeframe, e.g., 90 days, 120 days]*.

Carried**Tabled****Defeated**

Increasing Parking Spaces in Paisley

Agenda Item: 13

Date: May 26, 2025

Resolution Number:

Moved by: Councillor Penner

Seconded by: Councillor

Whereas:

1. The Town of Paisley is experiencing increased demand for parking spaces, particularly in the downtown core, due to the development of new apartments and the resulting increase in residential density.
2. The current parking capacity is insufficient to accommodate the needs of residents, visitors, and patrons of local businesses. This hinders economic growth and the attraction of new businesses.
3. The lack of adequate parking is a significant concern for the community impacting the accessibility of our downtown and our riverfront.
4. An opportunity exists on Water Street, specifically in front of the retaining wall of 325 Albert Street, adjacent to the municipal pump house, to create additional parking.
5. The conversion of this area to angled parking may offer a viable solution, providing increased parking capacity and facilitating year-round maintenance, including snow removal.

Therefore, Be It Resolved That:

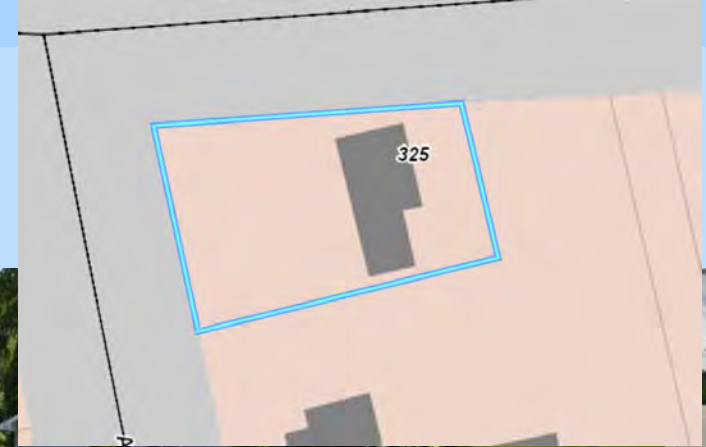
1. Council directs staff to consult with the Municipal engineers regarding a comprehensive engineering study to assess the feasibility of establishing angled parking spaces on River Street in front of the retaining wall of 325 Albert Street on Water Street, adjacent to the municipal pump house.
2. Council is requesting that the engineering study include an evaluation of the following:
 - o The optimal number of angled parking spaces, including an accessible parking space, that can be safely and efficiently accommodated within the specified location.
 - o An assessment of any necessary site modifications or infrastructure requirements, such as signage, curb adjustments, drainage, accessibility considerations, and potential impacts on the accessibility and operation of the pump house.
 - o A preliminary cost estimate of the engineering study for the design, construction, and implementation of the proposed angled parking.
 - o An analysis of the long-term maintenance requirements and associated costs, including snow removal and surface upkeep.
 - o The potential impact on the adjacent riverfront area and any environmental considerations.
 - o Council further directs staff to consult with relevant stakeholders, including but not limited to:
 - § Saugeen Valley Conservation Authority
 - § The Paisley Community Working Group
 - § Residents in the immediate vicinity of the proposed parking area.
 - § Relevant municipal departments, including planning, engineering, and public works.
3. Council directs staff to bring back a report to a future Council meeting outlining the costs of a proposed engineering study which could be included in the 2026 budget.



The proposed angled parking is located approximately 125 meters from the Townsquare. That stretch of Water Street is slightly sloped and has a sidewalk between Albert Street and Queen Street for easy access to and from the downtown.



This is the grassy area on the south side of Water Street that could accommodate angled parking. The north side of Water Street is adjacent to the Saugeen River. In the summer months this area is often used for parallel parking. The pump house is on municipal property



Description

Civic Address: 325 ALBERT ST
Municipality: Arran-Elderslie (Village of Paisley)
Roll Number: 410341000118602
Legal Description: PT LOT 3 SUB OF LOT 25
 WATER; S/S RP 3R832 PART 1
No. of Structures:
Assessed Value: \$110,000
Property Tax 2024:
Frontage: 19.81 m
Depth: 30.48 m
Area: sq. m
Detail Current to: 20250415

Civic Address(es)

325 ALBERT ST



In the summer time a porta potty is placed here which would need to be relocated to the riverside, or onto the pump house property. The ground is fairly level in this area. This area is already used for parking. However, unregulated parallel parking uses more space and vehicles are parked on the scenic water side as you can see in the picture to the right.



By-Law Number 36-09

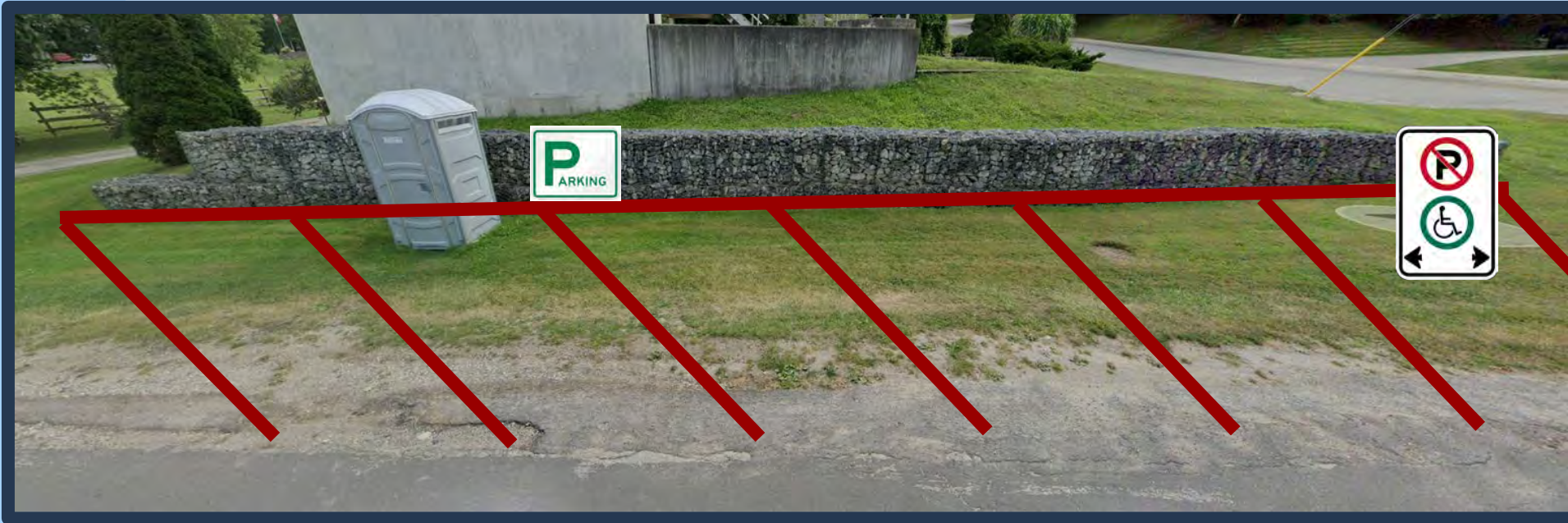
Section 3.27.4

3.27.4 Size and Accessibility of Parking Spaces Every parking space shall maintain a minimum area and width and shall be accessible from unobstructed manoeuvring aisles and shall be in accordance with the following regulations:

Angle Parking			
Angle in Degrees	Parking Space in Length	Manoeuvring Width	Parking Space Width
30	4.6 m (15 ft)	3.7 m (12.1 ft)	2.75 m (9.1 ft)
45	5.5 m (18 ft)	4.0 m (13.1 ft)	2.75 m (9.1 ft)
60	5.8 m (19 ft)	5.5 m (18 ft)	2.75 m (9.1 ft)
90	5.5 m (18 ft)	7.3 m (24 ft)	2.75 m (9.1 ft)
Parallel Parking			
	6.7 m (22 ft)	3 m (9.9 ft)	3 m (9.9 ft)
Barrier Free Parking			
	single		4 m (13 ft)
	double		3.2 m (10.5)

45°

Dimensions of the area: 26 m x 5.5m The retaining wall is approximately 26 meters long. The municipal property on which the pump house is located has a length of 30.48 meters. The distance from the retaining wall to the edge of the pavement is approximately 5.5 meters.

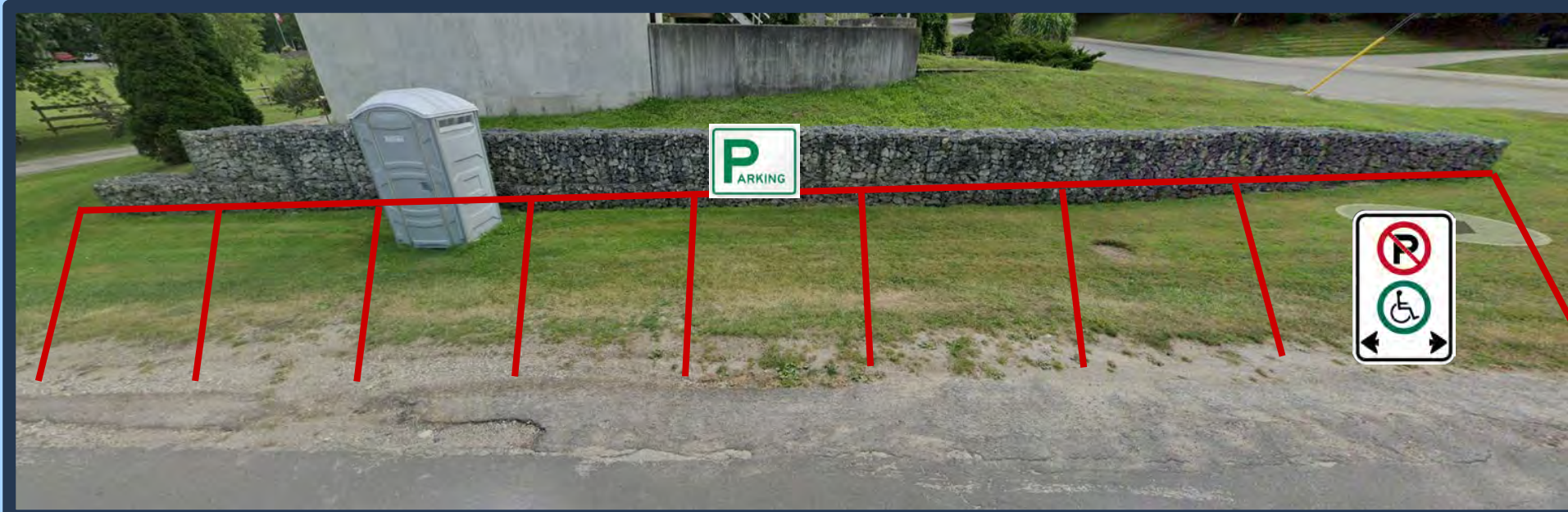


At a 45 degree angle parking, each parking spots front width would be approximately 3.89 meters. This may allow for 6 parking spots including one accessible parking spot.

90°

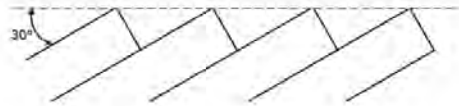
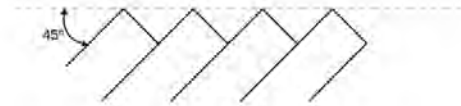
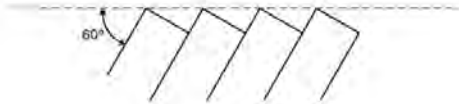
Dimensions of the area: 26 m x 5.5 m

The retaining wall is approximately 26 meters long. The municipal property on which the pump house is located has a length of 30.48 meters. The distance from the retaining wall to the edge of the pavement is approximately 5.5 meters.



At a 90 degree angle parking, each parking spot's front width must be 2.75 meters. This may allow for 8 parking spots including one accessible parking spot.

To determine if the location is suitable for year round parking, which angle is the most practical for the location and how many spots are available in that location an engineering study is required.

30° ANGLED PARKING**45° ANGLED PARKING****60° ANGLED PARKING****PERPENDICULAR PARKING**



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

By-law 43-2025
Being a By-law to Appoint a Municipal Livestock Valuer
for the Municipality of Arran-Elderslie

Whereas municipalities are responsible to appoint Municipal Investigators to carry out investigations pursuant to the Ontario Wildlife Damage Compensation Program;

And Whereas Section 4(1) of the Protection of Livestock and Poultry from Dogs Act, R.S.O. 1990, c. L.24, provides that the council of every local municipality shall appoint one or more persons as valuers of livestock and poultry for the purposes of the Act;

And Whereas it is deemed expedient to enter into an agreement for the provision of a Municipal Investigator pursuant to the Ontario Wildlife Damage Compensation Program, and Municipal Valuer pursuant to the Protection of Livestock and Poultry from Dogs Act;

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

1. That Jake Sloan be appointed Municipal Livestock Valuer to carry out investigations pursuant to the Ontario Wildlife Damage Compensation Program, within the Municipality of Arran-Elderslie.
2. That the Clerk is authorized to enter into the Agreement between the Corporation of the Municipality of Arran-Elderslie and Jake Sloan, attached hereto as Schedule "A" and forming 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 9th day of June 2025.

Read a third time and finally passed this 9th day of June 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

Schedule A to By-law 43-2025 Being a By-law to Appoint a Municipal Livestock Valuer for the Municipality of Arran-Elderslie

The Parties agree to the following:

1. The Municipality agrees:
 - a. To appoint Jake Sloan as:
 - i. Municipal Investigator to carry out investigations pursuant to the Ontario Wildlife Damage Compensation Program (OWDCP), within the Municipality of Arran-Elderslie.
 - ii. Municipal Valuer to carry out investigations pursuant to the Protection of Livestock and Poultry from Dogs Act (Act), within the Municipality of Arran-Elderslie.
 - b. To compensate Jake Sloan:
 - i. \$50.00 per attendance to conduct investigations.
 - c. .50 cents per kilometer payment for travel from his address to the investigation site and back,
2. Jake Sloan agrees:
 - a. To be knowledgeable of the Ontario Wildlife Damage Compensation Program (OWDCP).
 - b. To be knowledgeable of the Protection of Livestock and Poultry from Dogs Act (Act).
 - c. To be familiar with the duties and responsibilities under the OWDCP and the Act and carry out the duties within the specified timelines.
 - d. To complete investigations and determine valuations based on government formulas and to submit application forms to the Municipality within 7 business days of conducting an investigation, or such other timeframe as may be specified in the OWDCP or Act.
 - e. To receive notification of damage or killed livestock or poultry.
 - f. To be available to respond to calls.
 - g. To provide a phone number and email which will be publicly available through the Municipality's website.
 - h. To provide own transportation and maintain the appropriate driver's licence and insurance.

- i. In the event of a livestock claim being one of his own animals, Jake Sloan shall advise the Clerk, and the Clerk will arrange to have an alternate valuer attend the site.
- 3. This agreement shall commence June 9, 2025, and continue in force until either party provides 90 days' written notice to the other party.

In Witness Whereof the parties have dully affixed their signatures below.

The Corporation of the Municipality of Arran-Elderslie

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

Jake Sloan



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

By-law 44-2025

Being a By-law to Authorize Entering Into a Payment in Lieu of Parking Agreement with 543 Queenpaisley Inc.

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 Subsection 40(1) of the Planning Act, R.S.O. 1990, c. 13 permits the Council of a municipality to enter into an agreement exempting an owner or occupant to the extent set out in the agreement, from the requirement of providing or maintaining the parking facilities.

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

1. That The Corporation of the Municipality of Arran-Elderslie Council hereby enter into an agreement with 543 Queenpaisley Inc. which is attached as Schedule "A" and forms part of this by-law.
2. That the Mayor and Clerk are hereby authorized to sign on behalf of the Council for The Corporation of the Municipality of Arran-Elderslie any contracts and other documents required to authorize the agreement, and to affix the corporate seal of the Municipality of Arran-Elderslie.
3. This By-law shall come into full force and effect upon final passage.
4. This By-law may be cited as "Payment in Lieu of Parking 543 Queen Street Paisley 2025".

Read the first and second time this 9th day of June, 2025.

Read a third time and finally passed this 9th day of June, 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald

PAYMENT IN LIEU OF PARKING AGREEMENT

This AGREEMENT made this _____ day of _____, 2025.

BETWEEN:

THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

hereinafter called the "Municipality" of the First Part,

-and-

543 Queenpaisley Inc.

hereinafter called the "Owner"
of the Second Part.

WHEREAS

1. The Owner represents that it is the registered owner of certain lands located at 543 Queen Street, Paisley in the Municipality of Arran-Elderslie legally described in Schedule "A" attached to this agreement (the "Lands");
2. The Owner intends to develop the Lands for the purpose of a mixed-use building, two commercial spaces fronting Queen Street and 10 accessory apartments.
3. Zoning By-law number 36-09 Section 3.8.1.3 of the Municipality of Arran-Elderslie (the "Zoning By-law") requires the Owner to provide and maintain one parking space per accessory apartment as set out in the Zoning By-law (the "Required Parking Spaces");
4. The Owner is able to provide only seven (7) parking spaces on the Lands;
5. Subsection 40(1) of the Planning Act, R.S.O. 1990, c. 13 permits the Council of a municipality to enter into an agreement exempting an owner or occupant to the extent set out in the agreement, from the requirement of providing and maintain parking facilities on land that is not part of a highway.
6. The Municipality's Payment-in-Lieu of Parking Policy (By-Law 06-2025) permits cash payments instead of providing parking to the standard required in the Zoning By-law.
7. The Committee of Adjustment for the Municipality of Arran-Elderslie at its meeting held on May 12, 2025 granted the owner a Minor Variance (A-2025-010) for relief to Section 3.8.2.3 of the Municipality's Zoning By-Law for three spaces with the condition that the applicant enter into an agreement with the Municipality to provide Payment-in-Lieu of parking for the three (3) deficient parking spaces.
8. An exemption should be applied to only the three (3) parking spaces and that a payment-in-lieu of parking payment in the amount of \$1,500 per parking space be required.

IN CONSIDERATION of the sum of Two Dollars and other good and valuable consideration, the parties to this agreement hereby covenant and agree as follows:

Payment in Lieu of Parking Agreement

1. The Owner shall pay upon execution of the agreement to the Municipality the sum of
 - \$750 agreement fee
 - \$4,500 (\$1,500 x 3) per exempt parking space
2. The Owner shall be responsible for all cost associated with title search, registration and legal fees. These fees will be billed directly to the owner and be due upon receipt.
3. Upon receipt of the payment referred to in paragraph 1 of this agreement, the Owner shall be exempt from the requirement to provide and maintain TEN (10) parking spaces it is otherwise required to provide pursuant to the Zoning By-law and shall be required to provide seven (7) parking spaces as provided
4. The exemption provided pursuant to paragraph 3 of this agreement shall apply to the Lands only so long as the Owner complies with this agreement and the use or uses being conducted on the Lands does or do not result in the parking requirements exceeding the number of required parking spaces. The exemption under this agreement applies only to the Lands and shall not be assignable or transferable to any other lands.
5. In the event that the use or uses being conducted on the Lands changes or change in a manner that increases the parking requirements, the exemption granted under this agreement shall become null and void and the Owner shall be required to provide the number of parking spaces required by the Zoning By-law for the new use being conducted on the Lands.
6. In the event of default by the Owner of any of the terms of this agreement, this agreement shall be terminated and thereafter, any exemption granted pursuant to this agreement shall be null and void and the Owner shall be required to provide the number of required parking spaces which would have been required by the Zoning By-law prior to the exemption granted by the Committee of Adjustment for the Municipality. Subsequent to default, the Municipality shall not be liable to refund or account to the Owner for any payments made by the Owner to the Municipality pursuant to the provisions of this agreement.
7. The granting of the exemption in this agreement in no way binds or commits the Municipality to provide alternative parking in the area of the Lands or at all.
8. In construing this agreement, words in the singular shall include the plural and vice versa and words importing the masculine shall include the feminine and the neuter and vice versa and words importing persons shall include corporations and vice versa.
9. The Owner hereby consents to the registration of this agreement on the title of the Lands.
10. The parties to this agreement hereby covenant and agree that this agreement shall be binding upon them, their respective heirs, executors, administrators, successors, and assigns.
11. If any provision in this agreement or the application of this agreement to any person or circumstances is found to be invalid or unenforceable to any extent, the remainder of this agreement and the application of such provisions to other persons or circumstances shall not be affected thereby and shall be enforced to the greatest extent permitted by law.

I have the authority to bind the Corporation

Payment in Lieu of Parking Agreement

Schedule ‘A’
Legal Description of “THE LANDS”

PT LOT 15 SUB OF LOT 25; QUEEN S E/S



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

By-law 45-2025

Being a By-law to remove certain lands from Part Lot Control in the Municipality of Arran-Elderslie

Whereas pursuant to the provisions of Section 50 (7) of the Planning Act, R.S.O. 1990, as amended, it is provided that a municipal Council may by by-law provide that Subsection (5) does not apply to land that is within such registered plan or plans of subdivision or parts of them as are designated in the by-law;

Now Therefore, the Council of the Municipality of Arran-Elderslie enacts as follows:

1. THAT Subsection (5) of Section 50 of the Planning Act R.S.O. 1990, as amended, does not apply to the following parcel of land:

Lot 5 East of Queen Street North, Plan No. 13, Municipality of Arran-Elderslie, County of Bruce, designated as Parts 1 to 10, Reference Plan 3R-10935.

2. Pursuant to subsection 50 (7.3) of the Planning Act R.S.O. 1990, c. 13 as amended, this by-law shall expire TWO (2) years from the date of its registration unless it shall have, prior to that date, been repealed or extended by the Council of the Municipality of Arran-Elderslie.

3. This By-law shall come into force and take effect upon being registered in the Land Registry Office.

Read the first and second time this 9th day of June, 2025.

Read a third time and finally passed this 9th day of June, 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald



Municipality of Arran-Elderslie
1925 Bruce Road 10, Box 70
Chesley ON N0G 1L0
Email: cfraser@arran-elderslie.ca

June 9, 2025

File Number: B-2025-035

**Re: Application for Exemption from Part-Lot Control
Recommended Approval of By-law
303 – 315 Arnauld Street
TOWNPLOT PAISLEY LOTS 1 TO 5;E ALBERT ST LOTS 1 TO 5
W;GEORGE ST PT ALBERT ST AND;RP 3R10854 PART 2
Roll No. 410341000120300**

Section 50(7) of the Planning Act permits a municipality to pass a By-law exempting all or part of a Registered Plan of Subdivision from the requirements of Part Lot Control under Subsection 50(5) to allow for the conveyance of part of a lot or block of land that would otherwise be prohibited by the Act. This enables new lots to be created without the need to undergo the Consent/Land Division approval process. County approval of the municipal Part Lot Control Exemption By-law is required prior to it being registered on title.

Proposal

The applicant, WT Land Corp., proposes to obtain an exemption from the provisions of Part Lot Control, as contained in the Planning Act, to facilitate the creation of 7 new lots. The result would be a townhome complex with each unit contained to their own lot on the subject lands and with easements for servicing, maintenance and access purposes.

A reference plan 3R-10935, has been registered that shows the details of the proposed conveyance.

Review

The subject lands are designated Residential in the Local Official Plan and are zoned Residential: Low Density Multiple (R2) in the municipality's Zoning By-law. The lots resulting from the proposed division of the lands conform to the requirements of the Zoning By-law and comply with the Local Official Plan.

Use of a Part Lot Control Exemption By-law is a useful means of lot creation in such cases, since it provides the opportunity to obtain an accurate survey of the common walls, which allows the placement of the property lines in the exact location required.

Typically, Part Lot Control exemptions are not general alternatives to consents, but something that can be used in specific instances where there is no public interest that requires 'Notice'. The townhomes are already constructed on the property so there will be no physical change to the property as a result of this proposal. A minor variance was previously approved for this development, which permitted a reduction in the frontage. No public comments were received at that time. I am of the opinion that no 'Notice' is required.

Recommendation

The application requirements are complete, and I request the municipality consider the approval of the attached By-law.

If you have any questions, please do not hesitate to contact this office.

Regards,

Megan Stansfield
Peninsula Hub
Planning and Development

Encl.



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

By-Law 46-2025

**Being a By-law to Confirm the Proceedings of the
Regular Council Meeting of the
Municipality of Arran-Elderslie held June 9, 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 June 9, 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 June 9, 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 9th day of June 2025.

Read a third time and finally passed this 9th day of June 2025.

Mayor Steve Hammell

Clerk – Christine Fraser-McDonald