

Council Meeting AGENDA

**Monday, September 8, 2025, 9:00 a.m.
Council Chambers
1925 Bruce Road 10, Chesley, ON**

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1. Call to Order	
2. Mayor's Announcements (If Required)	
3. Adoption of Agenda	
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9.	Members Updates	
10.	By-laws	
10.1	By-law 69-2025 - Zoning By-law Amendment - Lorne Shantz	133
	<ul style="list-style-type: none"> This zoning by-law amendment proposes to rezone the property to Agricultural Special, to permit a reduced interior side yard and rear yard setback of 3m and an increased maximum lot coverage of 22%. If approved, the amendment will facilitate the construction of an approximately 1800 sq m barn. 	
10.2	By-law 71-2025 - Site Plan Control Agreement with Lallemand Specialties Canada Inc.	136
	<ul style="list-style-type: none"> This by-law is to authorize the execution of a Site Plan Control Agreement with Lallemand Specialties Canada Inc 	
11.	Closed Session	
12.	Resolution to Reconvene in Open Session	
13.	Adoption of Recommendations Arising from Closed Session (If Any)	
14.	Confirming By-law	
14.1	By-law 72-2025 - Confirming By-law	152
15.	Adjournment	

16. List of Upcoming Council meetings

- September 22, 2025
- October 13, 2025
- October 27, 2025
- November 10, 2025
- November 24, 2025
- December 8, 2025



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

MINUTES

Monday, August 11, 2025, 8:30 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 Fenton - Coordinator of Infrastructure and Development
 Scott McLeod - Public Works Manager
 Steve Tiernan - Fire Chief
 Chris Legge - Water/Sewer Foreperson
 David Munro - Treasurer
 Jennifer Isber-Legge - Economic Development &
 Communications Coordinator
 Emily Dance, CAO
 Nathan Van Myall - Project Manager
 Devan Acton - Deputy Clerk

1. Call to Order

Mayor Hammell called the meeting to order at 8:30 am. A quorum was present.

2. Disclosures of Pecuniary Interest and General Nature Thereof

2.1 Councillor Steinacker - Convene Into Closed Session

He is related to the owner of the subject lands in Item 1 - Legal Advice
 Unopened Portion of Maggie Street.

3. Closed Session

Councillor Steinacker left his seat in the Council Chambers.

Subsequent to further discussion, Council passed the following resolution:

273-13-2025

Moved by: Councillor Nickason

Seconded by: Deputy Mayor Shaw

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;
- (x) personal matters about an identifiable individual, including municipal or local board employees; personnel matters
- () a proposed or pending acquisition or disposition of land by the municipality or local board;
- () labour relations or employee negotiations;
- (x) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; insurance claim
- (X) advice that is subject to solicitor-client privilege, including communications necessary for that purpose - Legal Advice Unopened Portion of Maggie Street, Zoning Issues
- () 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
- (X) 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 - Solar Bank BESS

Staff Authorized to Remain:

Item 1 - CAO Emily Dance, Clerk Christine Fraser-McDonald, Works Manager Scott McLeod, Municipal Solicitor Kevin Thompson - Legal Advice Maggie Street

Item 2 - CAO Emily Dance, Clerk Christine Fraser-McDonald, Municipal Solicitor Kevin Thompson - Legal Advice Zoning Issues

Item 3 - CAO Emily Dance, Clerk Christine Fraser-McDonald - Solar Bank BESS

Item 4 - CAO Emily Dance, Clerk Christine Fraser-McDonald - Insurance Claim

Item 5 - CAO Emily Dance, Clerk Christine Fraser-McDonald - Personnel matter

Carried

4. Resolution to Reconvene in Open Session

Councillor Steinacker returned to his seat.

274-13-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Penner

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 9:12 AM.

Carried

5. Mayor's Announcements (If Required)

- Mayor Hammell welcomed Reegan Sawyer to the municipal team. Reegan is the new Accounts Receivable employee.
- The County Planners will be in the Municipal Office on August 19th. If you would like to schedule an appointment with Jenn Burnett or Megan Stansfield, please contact their office to arrange the appointment.
- The Paisley Firefighters breakfast will be held on August 30.
- The Chesley Fall Fair runs from September 5th to the 6th and the Paisley Fall Fair is being held on September 7th. The Tara Fall Fair will be held on September 9th and 10th.
- The Bruce County Heritage Farm Show is being held August 15-17.

6. Adoption of Agenda

Subsequent to further discussion, Council passed the following resolution:

275-13-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Nickason

Be It Resolved that the agenda for the Council Meeting of Monday, August 11, 2025 be received and adopted, as distributed by the Clerk.

Carried

7. Minutes of Previous Meetings

7.1 July 14, 2025 - Regular Council Minutes

Subsequent to further discussion, Council passed the following resolution:

276-13-2025

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held July 14, 2025.

8. Delegations

Councillor Steinacker declared a conflict of interest and left his seat for the delegation regarding Maggie Street.

8.1 Dave Innes - Unopened Portion of Maggie Street, Paisley

Mr. Dave Innes noted that he purchased the two lots in 2022 and is proposing to build a semi-detached on each lot. This portion of Maggie Street is not currently developed. He was willing to buy the land, but the Municipality determined that it was no longer surplus and was required for municipal needs. He would need to obtain a survey and develop the road up to municipal standards at his costs.

He has been told that the Municipality does not have to bring this portion of Maggie Street up to standards. He feels this is an unfair exercise of the municipal authority. The Municipality should allow him to purchase the lands and proceed with the development of the lots, otherwise the Municipality should keep the road and develop it. The lots will sit undeveloped. The focus should be working together to get more housing in Paisley.

He feels that when he purchased the lots, that there were sewers on the lands and feels that the municipality should take responsibility for the road.

He needs access to the lots so he can start the process of building. He feels they are infill lots on a plan of subdivision and the road should never have not been opened. He had objections to the certified appraisal and presented a counteroffer to Council.

He is interested in purchasing the unopened portion of Maggie Street.

Council thanked Mr. Innes for his presentation.

Councillor Steinacker returned to his seat.

8.2 Tourism Summer Students

Emily and Emma were the Tourism Summer students for 2025.

For July and August, they opened the museum seven days a week, welcoming both locals and visitors to explore our collection and learn about the history of Arran-Elderslie. Our day-to-day responsibilities include giving tours to guests, helping with research requests in person and over email, and helping catalogue new donations to the museum. Emily has also been helping to label and catalog artifacts, ensuring items are properly documented and stored for future reference.

This summer they welcomed 272 visitors, an increase from 226 at this point last year, plus 40 attendees at special events, which included the 40th Anniversary celebration.

Council thanked the students for their presentation.

9. Correspondence

9.1 For Information

Subsequent to further discussion, Council passed the following resolution:

277-13-2025

Moved by: Councillor Penner

Seconded by: Deputy Mayor Shaw

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

Carried

9.1.1 Saugeen Valley Conservation Authority Board Minutes - March 20, 2025

9.1.2 Saugeen Valley Conservation Authority Board Minutes - May 15, 2025

9.1.3 Municipality of Tweed - Letter to Premier Doug Ford

10. Staff Reports

10.1 Building/Bylaw

10.1.1 PLAN-2025-04 Holding Removal Kellendonk

CAO Emily Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

278-13-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Steinacker

Be It Resolved that Council hereby approves Report PLAN-2025-04;

AND approves removing the holding provisions from the property described as PLAN 204 PT LOTS 14 AND 16;RP 3R10726 PART 4 (Hamlet Lot, Arkwright);

AND FURTHER authorizes the appropriate by-law coming forward on today's agenda to allow the building permit process to proceed in a timely manner.

Carried

10.2 Emergency Services

10.2.1 FIRE-2025-07 Arran-Elderslie Fire Six Month Report January-July 2025

Fire Chief, Steve Tiernan, responded to questions from Members of Council. He noted that there will be a fire ban for Arran-Elderslie. Only campfires will be allowed at this time.

Subsequent to further discussion, Council passed the following resolution:

279-13-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

Be It Resolved that Council hereby receives Report FIRE-2025-07 for information purposes.

Carried

10.3 Public Works

10.3.1 PWRDS-2025-18 - Enhancing Access to Spaces for Everyone Grant

Coordinator of Infrastructure and Development, Julie Fenton, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

280-13-2025

Moved by: Councillor Penner

Seconded by: Councillor Nickason

Be It Resolved that Council hereby approves Report PWRDS-2025-18 - Enhancing Access to Spaces for Everyone Grant;

AND FURTHER endorses the submission of an application to the Enhancing Access to Spaces for Everyone (EASE) Grant Program to offset the costs associated with the Goldie Street, Paisley Sidewalk Replacement Project.

Carried

10.3.2 PWRDS-2025-19 2nd Street SE Project Update

Coordinator of Infrastructure and Development, Julie Fenton, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

281-13-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Penner

Be It Resolved that Council hereby receives for information Report PWRDS-2025-19 - 2nd Street SE Project Update.

Carried

10.3.3 PWRDS-2025-20 - Paisley Fire Hall and Public Works Project Update

Project Manager, Nathan Van Myall responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

282-13-2025

Moved by: Councillor Penner

Seconded by: Councillor Nickason

Be It Resolved that Council hereby receives for information Report PWRDS-2025-02 – Paisley Fire Hall and Public Works Project Update (2).

Carried

10.4 Facilities, Parks and Recreation

10.4.1 REC-2025-14 Library Request for Flooring

Treasurer, David Munro, on behalf of Recreation Manager Carly Steinhoff, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

283-13-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Dudgeon

Be It Resolved that Council hereby approves Report REC-2025-14-Library Request for Flooring;

AND approves the quotation of \$14,525.73, inclusive of applicable taxes, from Cuneo Interiors Carpet One for the supply and installation of flooring in the Tara Library; and

AND FURTHER finance this project through the Municipal Buildings Reserve, 01-0000-7212.

Carried

10.4.2 REC-2025-15 Chesley Community Centre Dehumidifier Repairs

Treasurer, David Munro, on behalf of Recreation Manager Carly Steinhoff, responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

284-13-2025

Moved by: Councillor Penner

Seconded by: Deputy Mayor Shaw

Be It Resolved that Council hereby approves report REC-2025-15 - Chesley Community Centre Dehumidifier Repairs;

AND approves the quotation from Top Air Limited in the amount of \$20,905.00, including applicable taxes for the repairs of the Chesley Community Centre dehumidifier;

AND FURTHER finance this project though the Arena/Community Centre Reserve, 01-0000-7254.

Carried

10.5 Finance

10.5.1 FIN-2025-14 Collection Agency User Fee Amendment

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

Subsequent to further discussion, Council passed the following resolution:

285-13-2025

Moved by: Councillor Penner

Seconded by: Councillor Dudgeon

Be It Resolved that Council hereby approves Report FIN-2025-14 AND approved an amendment to Schedule A – Administration Fees in our Fees and Service Charges By-law 57-2025 be amended to read:

“Interest will be charged at 2% per month after 30 days from the date the fee was incurred. Unpaid accounts will be sent to collections after 90 days and an additional 50% late fee will be added.”

AND FURTHER authorize the appropriate By-law coming forward on today’s agenda.

Carried

10.5.2 FIN-2025-15 Asset Management Plan

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

Subsequent to further discussion, Council passed the following resolution:

286-13-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Penner

Be It Resolved that Council hereby approves report FIN-2025-15 Asset Management Plan;

AND approves entering into an agreement with PSD CityWide to provide consulting services to update our Asset Management Plan (AMP) to be compliant with Ontario regulations;

AND FURTHER approves that the total cost of this project estimated to be \$69,500 with \$39,500 expected in 2025 to be funded from the Working Capital Reserve and grants pre-budget approval for the 2026 expenditure of \$30,000.

Carried

10.5.3 FIN 2025-16 - 2025 Capital Projects First Half report

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

Subsequent to further discussion, Council passed the following resolution:

287-13-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Steinacker

Be It Resolved that Council hereby receives for information Report 2025 Capital Projects H1 Report.

Carried

10.6 Clerks

10.6.1 CLKS-2025-25 – 2026 Regularly Scheduled Council Meetings

Administrative Assistant/Deputy Clerk, Devan Acton responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

288-13-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Penner

Be It Resolved that Council hereby receives Report CLKS-2025-25 – 2026 Regularly Scheduled Council Meetings for information.

And further approves the cancellation of the regular Council meeting scheduled for Monday, October 26, 2026, due to the municipal election taking place on that day.

Carried

10.7 CAO

10.7.1 CAO-2025-14 Comments on the Bruce C Nuclear Project Draft Tailored Impact Statement Guidelines

CAO Emily Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

289-13-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Nickason

Be It Resolved that Council hereby receives for information Report CAO-2025-14 Comments on Bruce C Nuclear Project AND endorses the comments to the IAAC dated July 7, 2025.

Carried

10.7.2 CAO-2025-15 – IESO – Long Term Procurement (LT2)

CAO Emily Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

290-13-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Steinacker

Be It Resolved the Council hereby approves Report CAO-2025-15 IESO Long Term Procurement;

AND “opts in” to the County of Bruce Municipal Support Confirmation Process for the IESO Long-Term 2 procurement stream;

AND FURTHER directs staff to amend the Battery Energy Storage Policy to incorporate other energy project types and align with the language and procedural requirements of the LT2 procurement process;

AND FURTHER approve amend the Fees and Charges By-law to reflect other energy project types and increase the Pre-Consultation fee to \$2,500

AND FURTHER authorizes the appropriate amending by-law coming forward on today’s agenda.

Carried

10.7.3 CAO-2025-20 Tara BESS Project Update

CAO Emily Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

291-13-2025

Moved by: Councillor Penner

Seconded by: Councillor Dudgeon

Be It Resolved that Council hereby receives for information Report CAO-2025-20 Tara BESS project update.

Carried

11. Members Updates

Shaw:

Deputy Mayor Shaw had left her seat.

Hampton:

Councillor Hampton thanked the Chesley Homecoming Committee.

Dudgeon:

Councillor Dudgeon had nothing to report.

Steinacker:

Councillor Steinacker attended the Chesley Homecoming Parade, the fish fry, and the Rotary Yard Sale.

Penner:

Councillor Penner had nothing to report.

Nickason:

Councillor Nickason attended the BASRW meeting and will be attending another one on August 20th.

Hammell:

Mayor Hammell attended the Chesley Homecoming.

12. By-laws

12.1 By-law 64-2025 - Removal of Holding Symbol - Kellendonk

Subsequent to further discussion, Council passed the following resolution:

297-13-2025

Moved by: Councillor Steinacker

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 64-2025 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 64-2025 being a By-law to removed the Holding from the lands identified as Plan 204, Part Lots 14 and 16, Part 4, RP 3R-10726, Arkwright, geographic Township of Arran.

Carried

12.2 By-law 66-2025 - Amend the Battery Energy Storage Policy

Subsequent to further discussion, Council passed the following resolution:

298-13-2025

Moved by: Councillor Nickason

Seconded by: Councillor Penner

Be It Resolved that By-law No. 66-2025 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 66-2025 being a By-law to amend and replace the Battery Energy Storage Policy with the Municipal Energy Storage Policy and hereby repeals By-law 33-2025

Carried

12.3 By-law 67-2025 - Amend the 2025 Fees and Charges

Subsequent to further discussion, Council passed the following resolution:

299-13-2025

Be It Resolved that By-law No. 67-2025 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 67-2025 being a By-law to Amend the Fees and Service Charges for 2025 and hereby rescinds By-law 57-2025.

13. Convene Into Closed Session

Councillor Steinacker declared a conflict on this item. (He is related to the owner of the subject lands in Item 1 - Legal Advice Unopened Portion of Maggie Street)

Council convened into Closed Session at 1:00 PM.

Deputy Mayor Shaw left her seat at 1:59 PM.

Subsequent to further discussion, Council passed the following resolution:

293-13-2025**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;
- (x) personal matters about an identifiable individual, including municipal or local board employees; personnel matters
- () a proposed or pending acquisition or disposition of land by the municipality or local board;
- () labour relations or employee negotiations;
- (x) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; insurance claim
- (X) advice that is subject to solicitor-client privilege, including communications necessary for that purpose - Legal Advice Unopened Portion of Maggie Street, Zoning Issues
- () 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
- (X) 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 - Solar Bank BESS

Staff Authorized to Remain:

Item 1 - CAO Emily Dance, Clerk Christine Fraser-McDonald, Works Manager Scott McLeod, Municipal Solicitor Kevin Thompson - Legal Advice Maggie Street

Item 2 - CAO Emily Dance, Clerk Christine Fraser-McDonald, Municipal Solicitor Kevin Thompson - Legal Advice Zoning Issues

Item 3 - CAO Emily Dance, Clerk Christine Fraser-McDonald - Solar Bank BESS

Item 4 - CAO Emily Dance, Clerk Christine Fraser-McDonald - Insurance Claim

Item 5 - CAO Emily Dance, Clerk Christine Fraser-McDonald - Personnel matter

Carried

14. Resolution to Reconvene in Open Session

Subsequent to further discussion, Council passed the following resolution:

294-13-2025

Moved by: Councillor Nickason

Seconded by: Councillor Dudgeon

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 2:25 PM.

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

Direction was given to staff in Closed Session for items 1, 2 and 3. Information was provided for items 4 & 5.

15.1 Land Use Planning Policies Study

Subsequent to further discussion, Council passed the following resolution:

295-13-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Steinacker

Be it resolved that Council directs that a review or study be undertaken in respect of Land Use Planning Policies for the Municipality of Arran-Elderslie related to Residential Care Facilities.

Carried

15.2 By-law 65-2025 - Adopt an Interim Control By-law

Subsequent to further discussion, Council passed the following resolution:

296-13-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 65-2025 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 65-2025 being a By-law to adopt an Interim Control By-law regarding Residential Care Facilities within the Municipality of Arran-Elderslie.

Carried**16. Confirming By-law****16.1 By-law 68-2025 - Confirming By-law**

Subsequent to further discussion, Council passed the following resolution:

300-13-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 68-2025 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 68-2025 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, August 11, 2025.

Carried**17. Adjournment**

Subsequent to further discussion, Council passed the following resolution:

301-13-2025

Moved by: Councillor Nickason

Seconded by: Councillor Dudgeon

Be It Resolved that the meeting be adjourned to the call of the Mayor at 2:35 PM

Carried**18. List of Upcoming Council meetings**

- September 8, 2025
- September 22, 2025
- October 14, 2025

 Steve Hammell, Mayor

 Christine Fraser-McDonald, Clerk



2026 Bruce County International Plowing Match and Rural Expo.

September 22 to 26 2026



Overview

- September 22 to 26, 2026
- Gord Lang, a local Businessman and Farmer is the Chairman of the 2026 International Plowing Match & Rural Expo.
- Under Gord, there is a steering committee of 9 individuals who are responsible for 14 committee chairs; Who are in charge of 60 sub-committee chair people and close to 1,800 volunteers to organize and operate the 2026 IPM.
- The event will be held on 800 acres west of Walkerton.
- Same location as the 1976 and 1993 events were held.
- We are expecting to have 200,000 people to attend the match.
- What to expect from the event. Parades, RV Campground, Concerts, Demonstrations, Vendors, Exhibitors, Plowing, Special Events and a place to meet family and friends.



- Opening ceremonies will include several Political Dignitaries
 - The Premier is expected to attend.
 - The Prime Minister has attended in the past.
 - MP and MPP will be in attendance.
 - There will be a VIP tent that some local politicians will have access to.
 - Several other Ministers will be on hand.
 - County Warden
 - Local Mayor(s)



Goals & Ambitions

If the event is successful

- We hope to Generate \$3,000,000 in revenue.
- There will be a lot of spin off revenue into accommodations and other local business's. We are using local suppliers as much as possible.
- We are hoping to have \$800,000 - \$1,000,000 in profit to disperse in the County.
- We are currently seeking Sponsorship from Local Business's and Corporations
- Signage is in place on the site.
- We are hosting several fundraising events and projects
- We have an active website and social media campaign



- We are selling Souvenirs at several local businesses and events
- There are several logoed transport trucks on the road involved in advertising/promotions
- There is a Bruce county Beautification contest just launch. Details on the website www.plowingmatch.org/ipm 2026

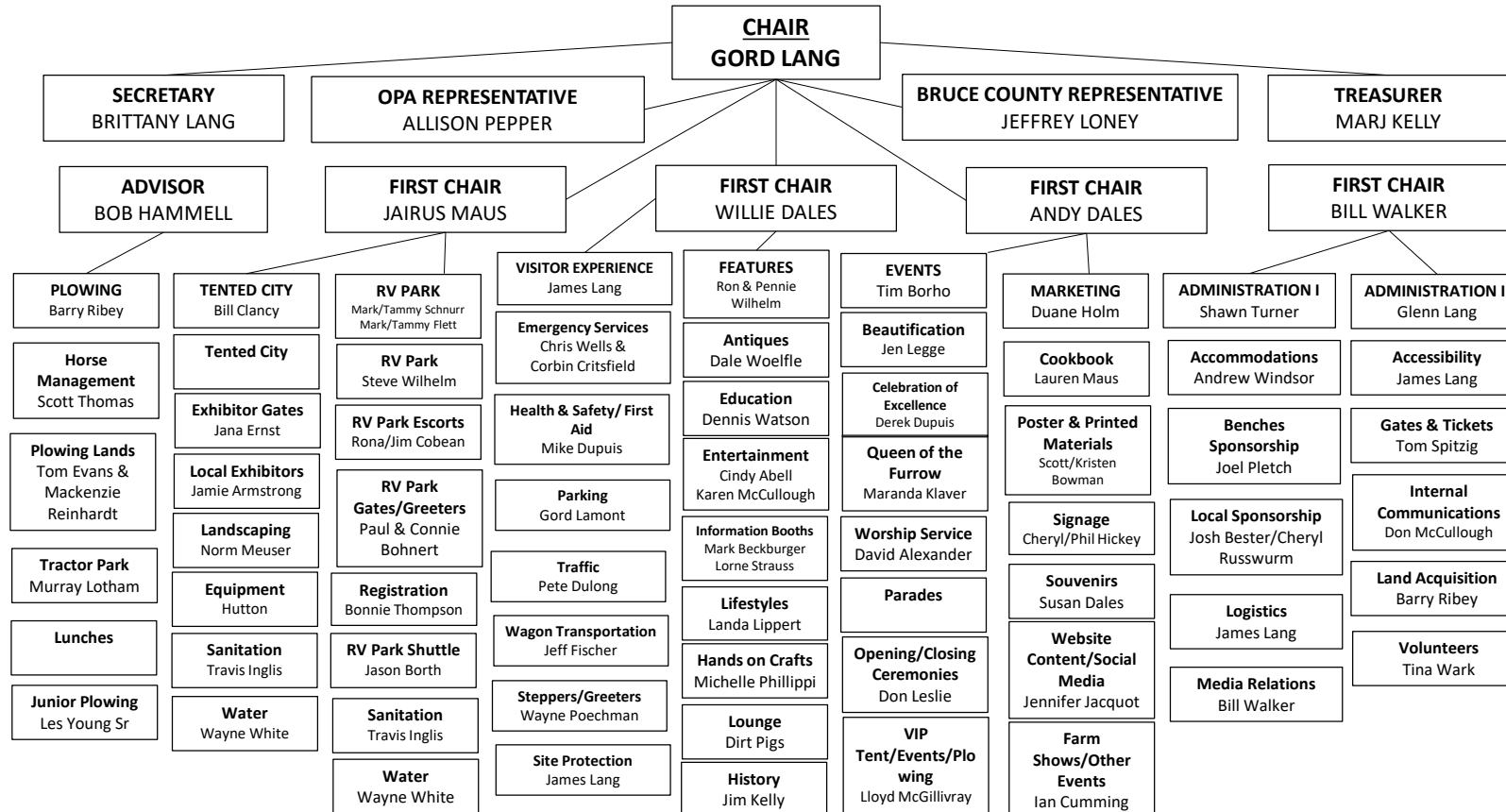


What we would like from the Bruce County Municipalities

- We would like all the Municipalities to show case in the combined Bruce County exhibit
- We would like help with the promotion of the event
 - Any web base promotion on Municipal site
 - Help with locations on all community bulletin boards to be able to advertise our event
 - Access to Community facilities for meeting and events.
 - Help with any road signage that committees wish to employ
 - Help with Access to Municipal airports for people that fly in and (we are hoping to have the Snowbirds as part of the event)
 - Any Monetary or in-kind donations will be recognized on the Sponsorship
 - We will work with the recently formed municipal /County committee with all site and promotional needs.



ORGANIZATIONAL CHART- IPM LOCAL COMMITTEE





- Thank you for your time and co-operation we look forward to working with you all.
- Any Questions?



11 August 2025

Steven Hammell – Mayor
Municipality of Arran-Elderslie
1925 Bruce Road 10
Chesley, ON., N0G 1G0

VETERANS COMMEMORATIVE CROSSWALK - TARA, ON

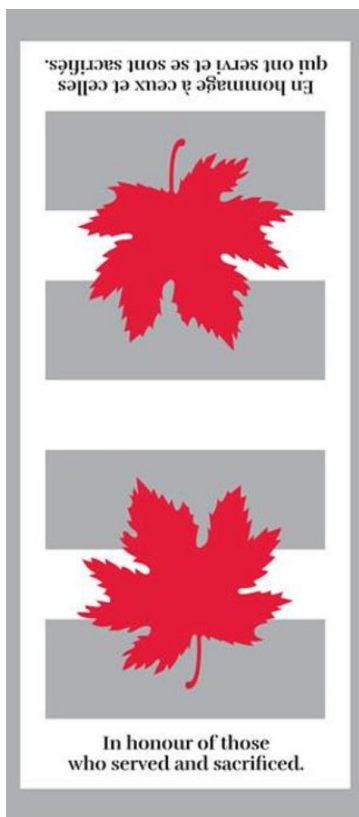
Branch 383 in Tara would like to propose the establishment of a Veterans Commemorative Crosswalk within the town of Tara. We are presenting this information to facilitate council discussions regarding the possibility of incorporating a Veterans Crosswalk, to further enhance ways for the community to honour and remember the contributions of veterans.

The establishment of a Veterans Crosswalk would serve as an improvement to the Veterans Memorial Park project and align with the Royal Canadian Legion's initiative to honour and recognize the contributions of Canadian military veterans. This would be achieved in a highly visible manner, both for those driving and walking by, thereby establishing a visual focal point in the community.

This initiative aims to pay tribute to local veterans living in the municipality, along with countless others who have made the ultimate sacrifice. This concept has become increasingly popular among various municipalities as a means to visually acknowledge the sacrifices made by veterans. Generally, these crosswalks feature symbolic elements, such as Canadian maple leaves, military insignia, or other commemorative designs that resonate with both the local veteran community and the wider public.

Recently, the Royal Canadian Legion Headquarters in Ottawa has developed a design template for crosswalks that can easily be utilized for this initiative and readily reapplied as necessary; however, utilizing their template is not obligatory. Consequently, I have also provided a widely used template that may be utilized as well. These images below illustrate the designs for a Veterans Commemorative Crosswalks.

Royal Canadian Legion Template



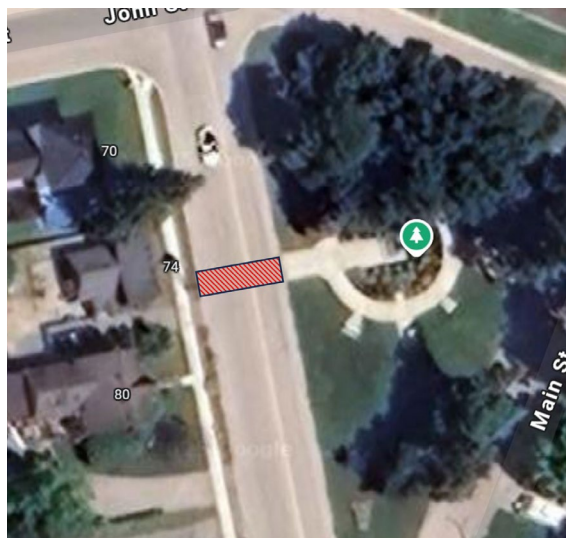
Popular Design



We would like to propose two locations, with the possibility of selecting one or both to be designated as Veterans Commemorative Crosswalks: Location #1: the roadway situated in front of the Veterans Memorial and Cenotaph (a new crosswalk); and Location #2: the intersection of Yonge St (Bruce Road 10) and Brook Street (currently a pedestrian crosswalk).

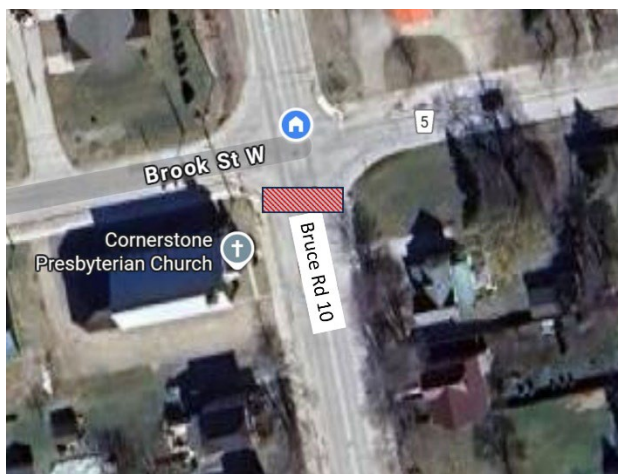
Location #1: Yonge Street in front of Veterans Memorial Park

This location is considered ideal as it provides access to the Veterans Memorial Park, which features the Cenotaph. This site will assist in paying tribute to the veterans whose names are engraved on the Cenotaph and recognize the veterans living in the community today. Furthermore, this site features a memorial plaque alongside the donated oak tree that was given to the Tara Horticultural Society in honour of the 25th Anniversary of the Coronation of King George V in 1935. Although there is currently no crosswalk at this location, it is necessary for safety that one be established.



Location #2: Yonge Street at the corner of Brook Street

This site is also a suitable location since it currently features a crosswalk that requires repainting, and it is situated within a school zone crosswalk at a highly visible spot and considered the busiest corner in Tara.



It is requested that the council engage in a discussion regarding this proposal and examine the preferred site or sites for the crosswalk and the design. We acknowledge that Bruce Road 10 is classified as a County Road, necessitating further coordination and requests with Bruce County. However, as numerous cities and towns advance and make progress on this initiative, we are confident that it is entirely feasible and would serve as a remarkable tribute to all individuals who have served, both in the past and currently.

Branch 383 is ready to provide assistance as needed and is also open to further discussions. If granted approval, it would be quite appropriate to organize a photo opportunity event with the Legion Branch President, the Municipal staff, and both the MP and MPP for Bruce – Grey – Owen Sound during Veterans Week this year to dedicate and inaugurate the commemorative crosswalk/crosswalks within the community.

The contributions made by Canadian men and women were significant; thus, the minimum we can do is to make certain that our community commemorates their efforts.

Respectfully Submitted,



Stephen McNabb
Public Relations Branch 383
Royal Canadian Legion
Tara, ON
613-585-9133
admin@taralegion383.ca

CC: Jennifer Shaw – Deputy Mayor
Peter Steinacker – Tara Ward Councilor

September 8, 2025

The County of Bruce
30 Park St,
Walkerton, ON N0G 2V0
info@brucecounty.on.ca

Subject: Support for Veterans Commemorative Crosswalk Proposal

Dear Bruce County Transportation and Environmental Services,

On behalf of the Council of the Municipality of Arran-Elderslie, I am writing to express our support for the proposal submitted by the Royal Canadian Legion Branch 383 in Tara to establish a Veterans Commemorative Crosswalk within the town of Tara.

The proposal outlines two potential locations within the town of Tara:

- Yonge Street in front of the Tara Cenotaph (a new crosswalk), and/or
- Yonge Street at Brook Street (an existing crosswalk)

Both locations are situated along Bruce Road 10, which is under the jurisdiction of Bruce County. As such, we respectfully request the County's consideration and collaboration in reviewing the feasibility of this initiative, including design considerations, safety standards, and any necessary approvals.

The Municipality believes this initiative would serve as a meaningful and visible tribute to Canadian veterans, enhancing the existing Cenotaph and reflecting the community's respect for those who have served.

Should this project move forward, the Municipality is committed to working alongside Bruce County and the Legion. We would also welcome the opportunity to participate in a dedication event during Veterans Week, in partnership with the Legion, County representatives, and other dignitaries.

Thank you for your attention to this matter and your continued partnership in supporting our communities.

Sincerely,

Christine Fraser-McDonald
Clerk
cfraser@arran-elderslie.ca



Arran-Tara Agricultural Society

Natalie Mather/Jenn Christie, Co-Secretaries

Marlene Martini, Treasurer

Phone 519-708-5770

e-mail: arrantaraagsociety@gmail.com

August 6, 2025

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

The Arran-Tara Agricultural Society would like the Municipality to declare a half-day Holiday in the Village of Tara on September 10, 2025. This is the date of our Arran-Tara fall fair parade which is important to the community.

Any further information, please contact the writer at the above information. Thank you for your consideration.

Sincerely,

Marlene Martini



Municipality Of Arran-elderslie
Po Box 70
Chesley ON N0G 1L0

Subject: CT Scanner in Action: Impact Update

Dear Council And Staff,

When you supported the **Bring Tom to Town CT campaign in 2022**, you helped bring **Saugeen Shores first-ever CT scanner to life**. Installed in 2023, this **state-of-the-art technology** is now a vital part of patient care in our community, and we are so grateful for the role you played in making it possible.

Your contribution has benefited thousands of people in our region already. Since becoming operational, **Brightshores Health System Southampton Hospital's CT** has provided scans for over **4,700 patients**. Already this year, **1,445 patients** have received the care they needed without leaving the region.



You Made This Possible: Life-Changing CT Care Close to Home

RECEIVED
SEP 01 2025
ARRAN-ELDERSLIE

In **July and August alone**, the CT served **468 emergency patients** needing urgent care, **54 inpatients** already admitted at the hospital, and **680 outpatients** whose appointments were scheduled close to home.

By handling routine and non-urgent scans, **Saugeen Shores is easing pressure on Owen Sound's CT scanners**, allowing them to focus on **cardiac, stroke, and interventional cases**. What this really means is **fewer delays, less travel for families, and more timely answers for patients in need**.



This achievement started with your generosity, and every day, patients are benefiting from the care you helped make possible.

On behalf of the Saugeen Memorial Hospital Foundation and the patients whose lives have been touched, **thank you for believing in this project and for investing in advancing healthcare for our region.**

With gratitude,

A handwritten signature in black ink, which appears to read "Tracy Murray".

Tracy Murray
Executive Director
Saugeen Memorial Hospital Foundation



Arran-Tara Agricultural Society

PO Box 239 | Tara, ON N0H 2N0

Natalie Mather + Jenn Christie | Co-secretaries

Marlene Martini | Treasurer

Phone 519-708-5770

e-mail: arrantaraagsociety@gmail.com

August 25, 2025

Mr. Steven Hammell, Mayor
The Municipality of Arran-Elderslie
PO Box 70
Chesley, ON N0G 1L0

Dear Mr Hammell;

On behalf of the Arran-Tara Agricultural Society I am inviting you and your fellow counselors to our Annual Fall Fair on September 9th & 10th, 2025. Our Opening Ceremonies will be held on Tuesday night starting at 6:45pm at the Grandstands. Our Fall Fair Parade will begin at 11am starting at the school on Wednesday.

If available, we would ask you to arrive at the Community Center and check in at the Secretary's office at 10:30 a.m. on September 10th to assemble for the parade.

If you require a vehicle for the parade, please let me know in advance.

I would appreciate a reply to this letter in order to make the appropriate arrangements for both the parade and if you will be participating in the Opening Ceremonies on Tuesday evening.

Please visit our website for a copy of our fair book. www.arrantarafallfair.ca

Thanking you in advance.

Sincerely,

Marlene Martini





Staff Report

Council Meeting Date: September 8, 2025

Subject: PLAN-2025-05 Mid-Year Planning Report

Report from: Emily Dance, Chief Administrative Officer

Attachments: County of Bruce – Planning and Development Mid-year update Q1-Q2

Recommendation

Be It Resolved that Council hereby receives for information Report PLAN-2025-05 Mid-year Planning Report.

Background

Bruce County Planning and Development

Bruce County's Planning and Development Department provides professional planning services to County Council and all eight local municipalities, including Arran-Elderslie. These services include:

- Processing applications for amendments to the Bruce County Official Plan (OP), Local Official Plans (LOP), and Zoning By-laws (ZBL)
- Managing applications to Committees of Adjustment (COA) for variances and changes to legal non-conforming uses
- Administering the land division process
- Supporting municipal projects such as affordable housing initiatives, policy updates, and staff training

Planning services are delivered through three regional hubs:

- Peninsula Hub (Wiarton)
- Lakeshore Hub (Port Elgin)
- Inland Hub (Walkerton), which serves Arran-Elderslie

Each municipality receives up to 105 hours of planning support annually under service agreements with the County.

A Planner from the County of Bruce attends the Municipal Office one time per month to provide in-person support for application inquiries.

The Clerk, CAO and Project Manager meet with County staff on a monthly basis to review current applications and to discuss inquiries.

Analysis

Bruce County Planning and Development

The County provided a Mid-year update Q1-Q2 2025 which is attached for Council information. Jack Van Dorp, Director of Planning and Development for the County of Bruce will attend the meeting virtually to introduce the report and take questions from Council.

Key Points

- 4 planning applications were submitted in the first half of 2025, enabling 3 new homes.
- 1 for a residential accessory building
- 1 for parking relief (enabled 3 apartments)
- 2 facilitating land division
- 7 lots received conditional or draft approval, all located in serviced settlement areas.
- 9 residential lots were granted final approval, indicating readiness for near-term development.

Arran-Elderslie Planning Department

Planning Services Highlights:

Development projects currently under agreements and actively working to fulfill agreement requirements include:

- Paisley Inn- 604 Queen Street S, Paisley, 4 storey, 35 unit with commercial on the ground level – nearing completion
- Old Thompson Bros 543 Queen St S Paisley– renovations to include 10 units above the commercial area – nearing completion
- WT Lands, 300 Canrobert Street, Paisley - current 2 – 7 unit townhouses (one complete, the other in building permit stage) with the plan to build multi-residential and commercial in future.

- Ardent Subdivision-North Street, Paisley, 16 lots with 32 semi's -Received draft plan of Subdivison finalizing items to bring forward Subdivison Agreement
- Riverview Estates – Brook St W Tara, 29 single dwelling lots, 18 semi-detached lots, 2 townhouse blocks – Draft Plan approval grained in 2012, receieved extension to June 26, 2026 – waiting on direction from developer

Development projects actively progressing through the application process are:

- Solarbank – 157 7th Ave SW- Battery Energy Storage Project – Site Plan
- Neoen – 39 Concession 4 – Battery Energy Storage Project
- Becker – 88 5th Ave SW, Chesley – 5-plex dwelling – Site Plan Control

Active planning application files open with Bruce County include:

- Solarbank – 157 7th Ave SW, Chesley- Battery Energy Storage Project – Consent – Under appeal
- Neoen – 39 Concession 4, Tara – Battery Energy Storage Project – Zoning / BC Official Plan – under appeal
- 2 – Zoning applications
- 4– Minor Varienace applications
- 4 -Severance applications
- 1 – Plan of Subdivision

The municipality is in discussion with the County of Bruce to provide support for an Official Plan and Zoning By-Law Update for 2025/2026.

Link to Strategic/Master Plan

6.3 Facilitating Community Growth

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



Planning & Development

Mid-year update

Q1-Q2 2025



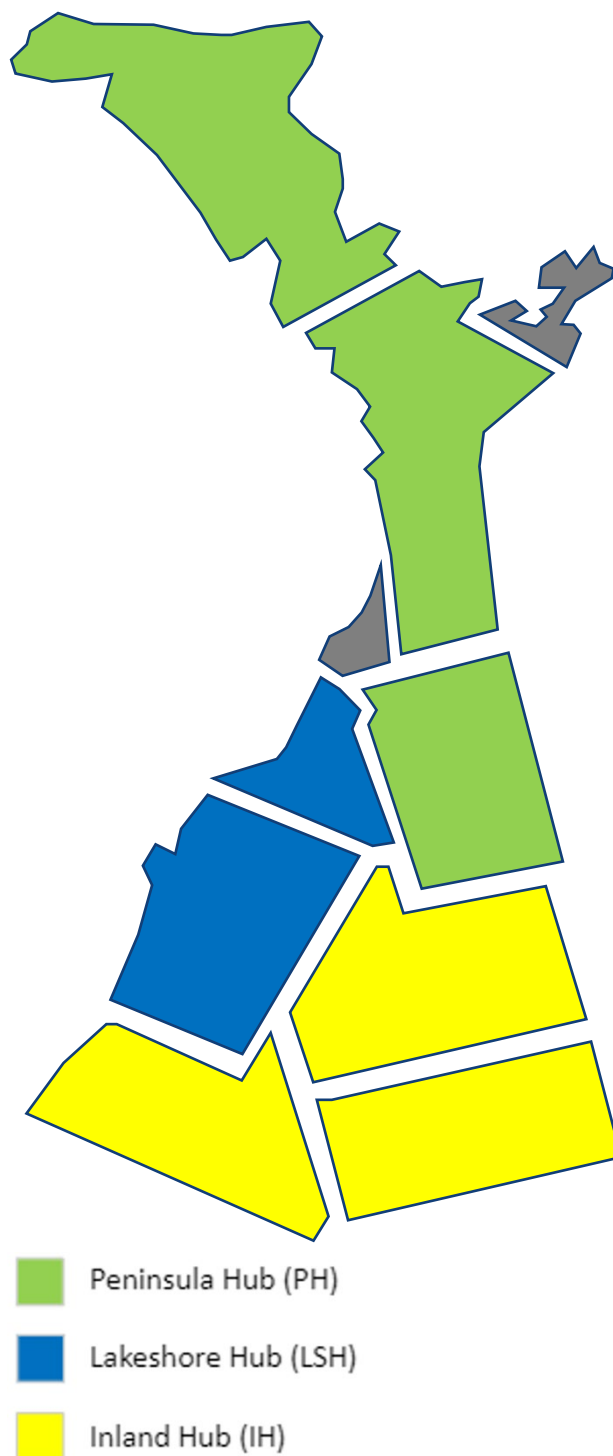
Overview

The Bruce County Planning and Development Department includes a team of Planners, Applications Technicians, and GIS professionals.

The Department provides planning services to County Council and each of the 8 local municipalities within Bruce County, processing requests for updates and amendments to the Bruce County Official Plan (OP), Local Official Plans (LOP), Zoning By-laws (ZBL), applications to Committees of Adjustment (COA) for variances to zoning by-laws and changes to legal non-conforming uses. The County also administers the land division process.

Planning services are delivered from three regional administrative hubs - the Peninsula Hub in Wiarton, the Lakeshore Hub in Port Elgin, and the Inland Hub in Walkerton, which primarily serve the municipalities in their area.

This report provides a breakdown of the work of the Planning and Development Department in the first half of 2025, highlighting the work of the staff team with our local municipalities and our communities to address pressing needs and support a thriving future in Bruce County.



Planning Applications Summary

138 applications and 208 inquiries received in Q1-Q2 2025

Inquiries and Pre-submission Consultations

Most applications start with an inquiry - can I do this on this property? Can I divide this lot? Planning staff review the proposal, relevant policies, check in with local municipalities, agencies, and rights holders as appropriate, and provide a preliminary opinion and information requirements. While general inquiries are resourced from the levy, more complicated proposals are recommended to have a formal, fee-for-service, pre-submission consultation with more detailed review and follow-up.

Figure 1: 2025 Q1-2 Inquiries by Hub

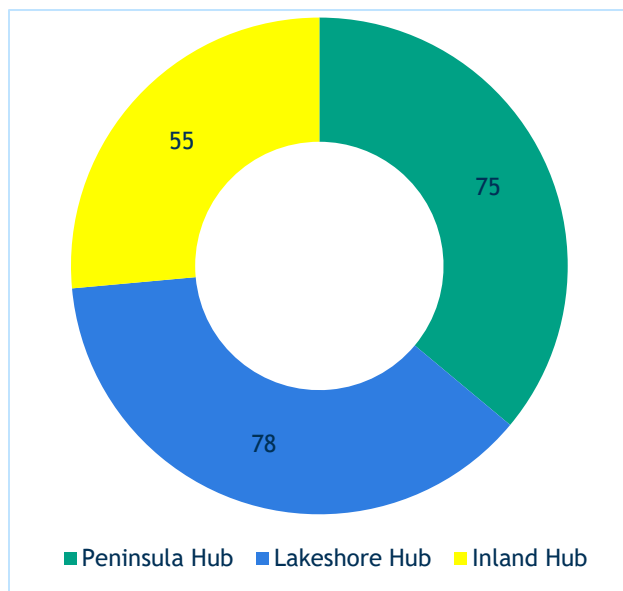
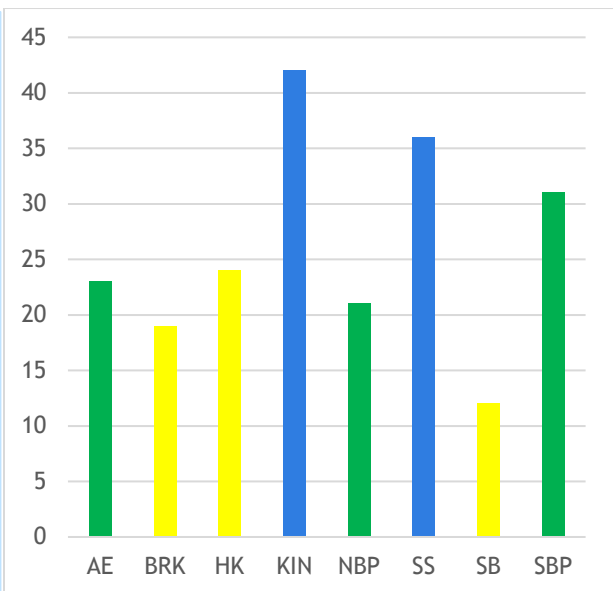
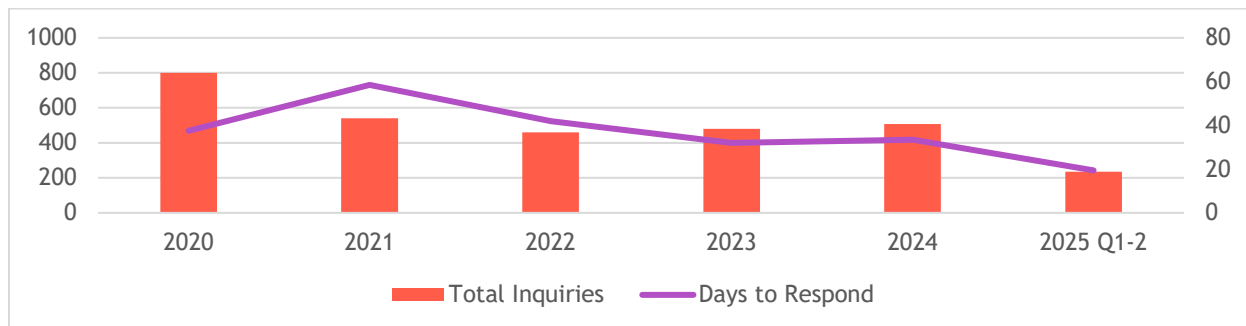


Figure 2: 2025 Q1-2 Inquiries by Municipality



The average inquiry / pre-submission consultation response time in Q1-2 2025 is 20 days - a significant improvement over previous years as the following chart shows.

Figure 3: Volume of Inquiries and Response Times by Year



Planning Applications Summary

Figure 4: 2025 Q1 & Q2 Applications by Hub

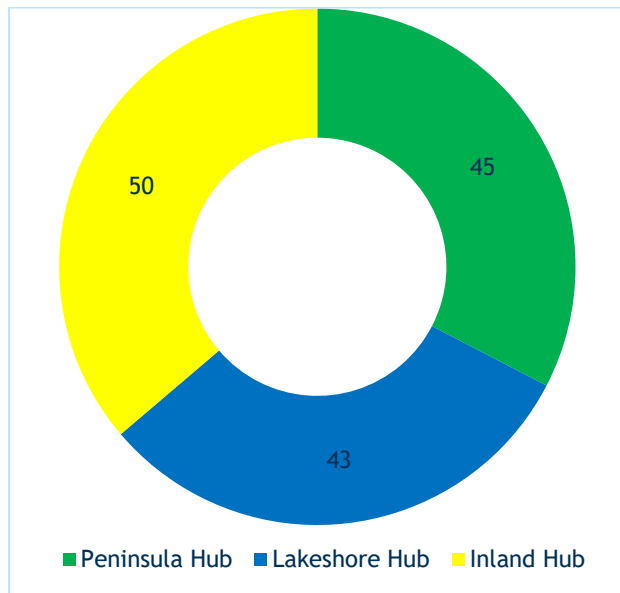
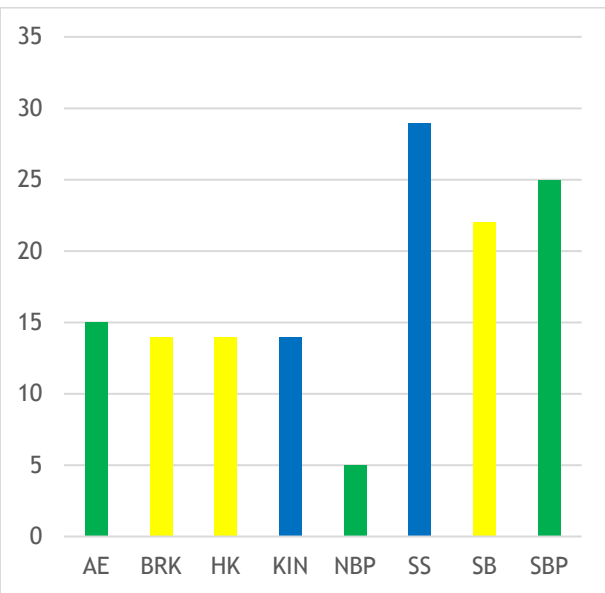


Figure 5: 2025 Q1 & Q2 Applications by Municipality



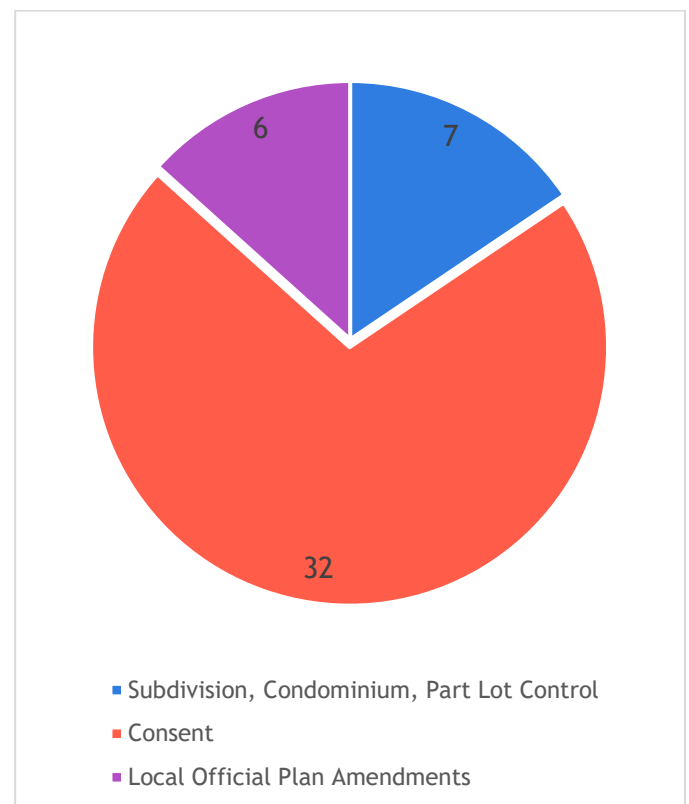
Delegated Approvals

County Council has delegated authority to staff to approve uncontested applications for land division, complete final land division approvals, and approve amendments to local official plans that have been adopted by local councils.

In the first half of 2025 Staff exercised this authority for 32 consents, 7 subdivision/condominium/part lot control applications, and 6 amendments to Local Official Plans.

Just 3 applications - 2 consents and a quarry - were referred to County Council for a decision.

Figure 6: Staff Approvals in Q1-Q2 2025



Conditional or Draft Approved Lots in Q1-Q2 2025

In the first half of 2025 conditional or draft approval was given to **new lots for 570 homes across Bruce County**. The following chart indicates where lots were approved:

Municipality	Hamlet	Rural	Shoreline	Surplus Farm Residence	Serviced Settlement Area	Total
AE					7	7
BRK				3		3
HK	1			1		2
KIN			1	1	5	7
SB				3	377	380
SBP		1			1	2
SS					169	169
Total	1	1	1	8	559	570

In addition to these decisions, the following approvals were given for new non-residential lots:

Brockton

Establish a condominium consisting of two already-proposed apartment buildings; individual units would continue to be rental units.

Divide an existing townhouse complex into two smaller multifamily parcels

Northern Bruce Peninsula

Create a Conservation Lot

Transfer An Existing Private Road to adjacent owners

Saugeen Shores

Establish a Commercial Condominium in an existing building

Final Approved Lots in Q1-Q2 2025

Most lot creation is subject to conditions that must be met before a final approval can be given and lots (or easements) can be registered and transferred to new owners. The following chart shows lots presented for final approval in Q1-Q2 2025.

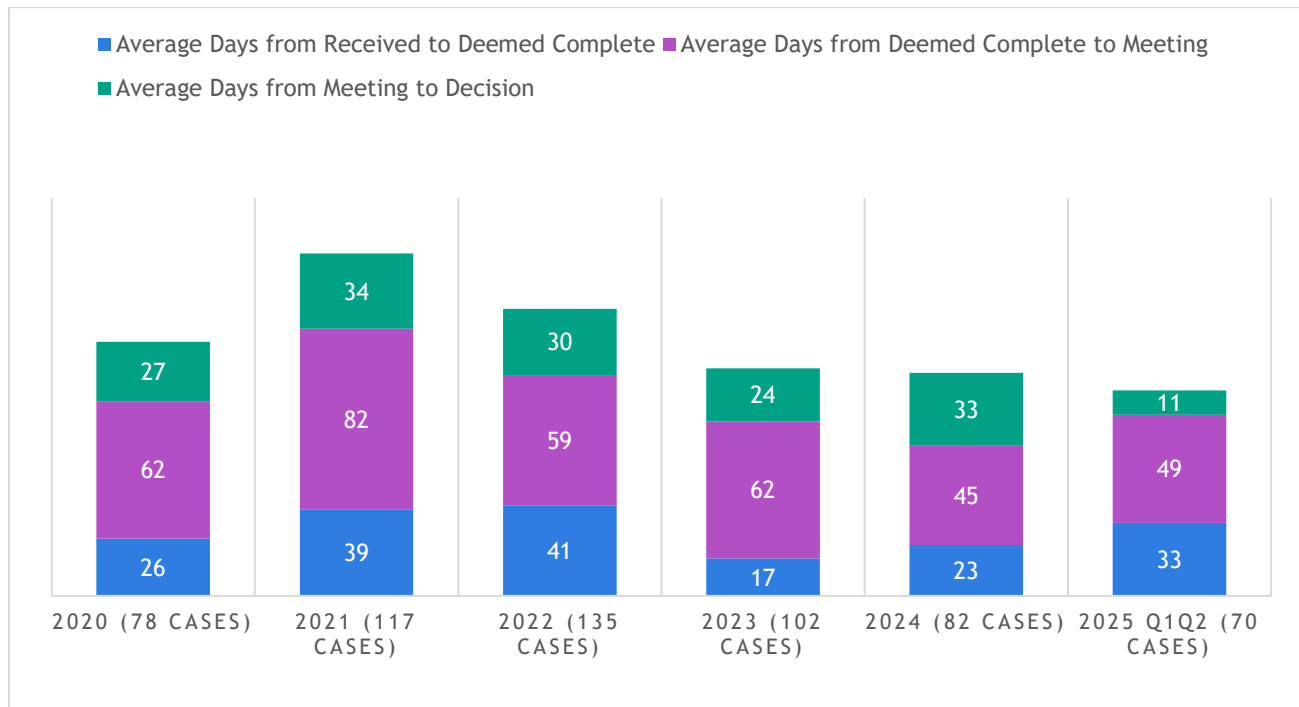
Municipality	New Residential Lots	Easement	Merged Developed Lot	Surplus Farm Residence
Arran-Elderslie	9			
Brockton				1
Huron-Kinloss		1		
Kincardine	5	1		
Northern Bruce Peninsula				2
South Bruce	2			1
South Bruce Peninsula	15			2
Saugeen Shores	5		1	
Total	36	2	1	6

Official Plan and Zoning Amendment Application Timelines

The Planning Act timeline for an official plan amendment (OPA) or a rezoning (ZBA) application is 90 days from when it is complete to when a decision is made by Council. When OPA and ZBAs are combined Council has 120 days to decide the ZBA.

The chart below includes OPA and ZBA applications that have completed any of the three milestones (deemed complete, public meeting, decision).

Thus far in 2025 the average time for complete applications to be deemed complete, have a public meeting, and receive a Council decision is 93 days.



Zoning & Committee of Adjustment Approvals Q1-Q2 2025

Development proposals for uses that are not permitted by the zoning by-law, or that cannot meet one or more specific requirements of the zoning by-law, may be approved through amendments, variances, or changes to legal non-conforming uses. In the first half of 2025, 44 of these applications were approved across the County.

Of note, these applications facilitated 44 homes on existing lots that would not otherwise be permitted, and 48% of these applications were intended to facilitate land division applications. The chart following summarizes the approvals given in Q1-Q2 2025.

Summary of Applications by Municipality	Number of Applications	Number of homes*
Arran-Elderslie	4	3
Residential Accessory Building	1	
Parking relief enables extra apartments	1	3
Facilitates Land Division	2	
Brockton	5	10
Cemetery Expansion	1	
Develop 10 Townhouses**	1	10
Municipally Sponsored - Streamlining	1	
Facilitates Land Division	2	
Huron-Kinloss	4	
Outdoor Events Venue**	1	
Facilitates Land Division - Specialized Farm	1	
Facilitates Land Division - Surplus Farm Residence	1	
Facilitates Land Division	1	
Kincardine	5	
Residential Accessory Building	2	
Facilitates Land Division - Surplus Farm Residence	1	
Facilitates Land Division	2	
Northern Bruce Peninsula	4	
Private Park and Accommodations	1	
Site Specific relief for residential	1	
Facilitates Land Division	2	
South Bruce	3	
Enlarged Schoolyard at rural school	1	
Facilitates Land Division	2	
South Bruce Peninsula	12	2
Develop on Class 2 Road	2	2
Nordic Spa**	1	
On-farm diversified uses	1	
Quarry**	1	
Site Specific relief for residential**	2	
Municipally Sponsored - Backyard poultry	1	
Facilitates Land Division	4	
Saugeen Shores	7	29
Enable mixed use development in commercial area**	1	27
Site Specific relief for Semi-Detached Residential	1	1
Site Specific Relief for Additional Residential Unit	1	1
Replace and enlarge legal non-conforming dwelling	1	
Facilitates Land Division	3	
Total	44	44

*Extra homes enabled by applications that facilitate land division are counted there.

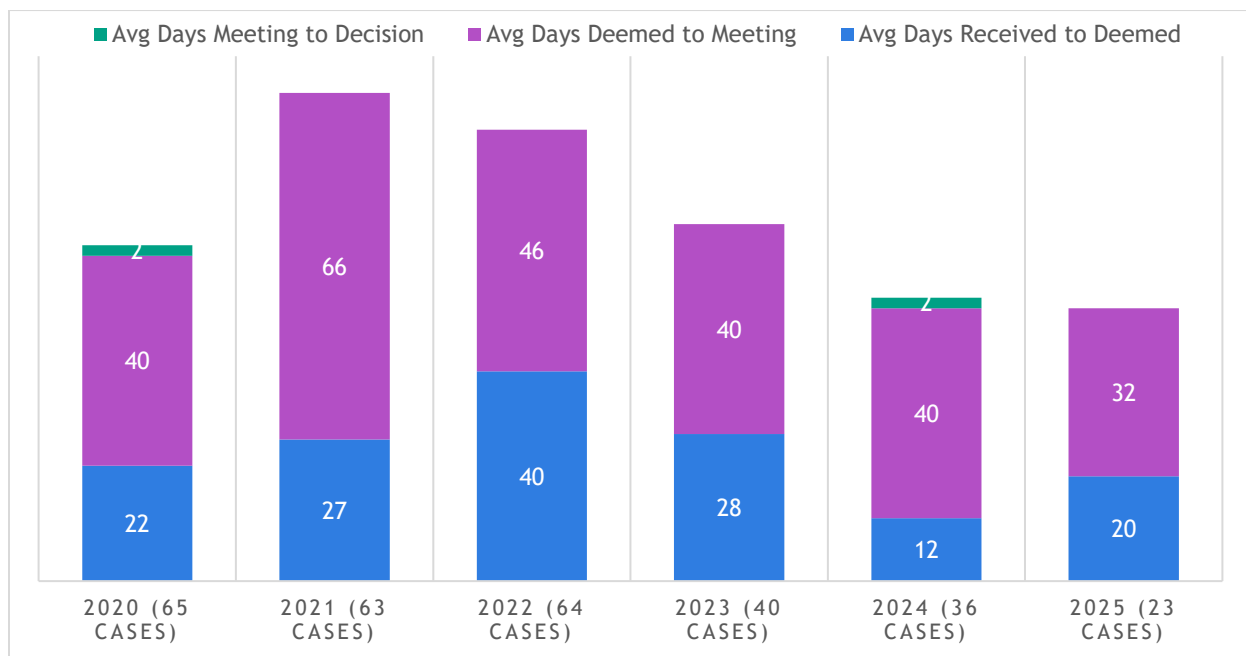
**Application also required a County and/or Local Official Plan Amendment.

Committee of Adjustment Application Timelines

The Planning Act provides 30 days for applications like minor variance and change/extension of legal non-conforming use to be heard by the local Committee of Adjustment. Most decisions are made on the day of the hearing.

The chart below includes COA applications that have completed any of the three milestones (deemed complete, public meeting, decision).

Committee of Adjustment Applications are on average outside this timeline. Staff are working with local municipalities to amend by-laws to reduce the need for applications and to get them in front of the local committee faster.

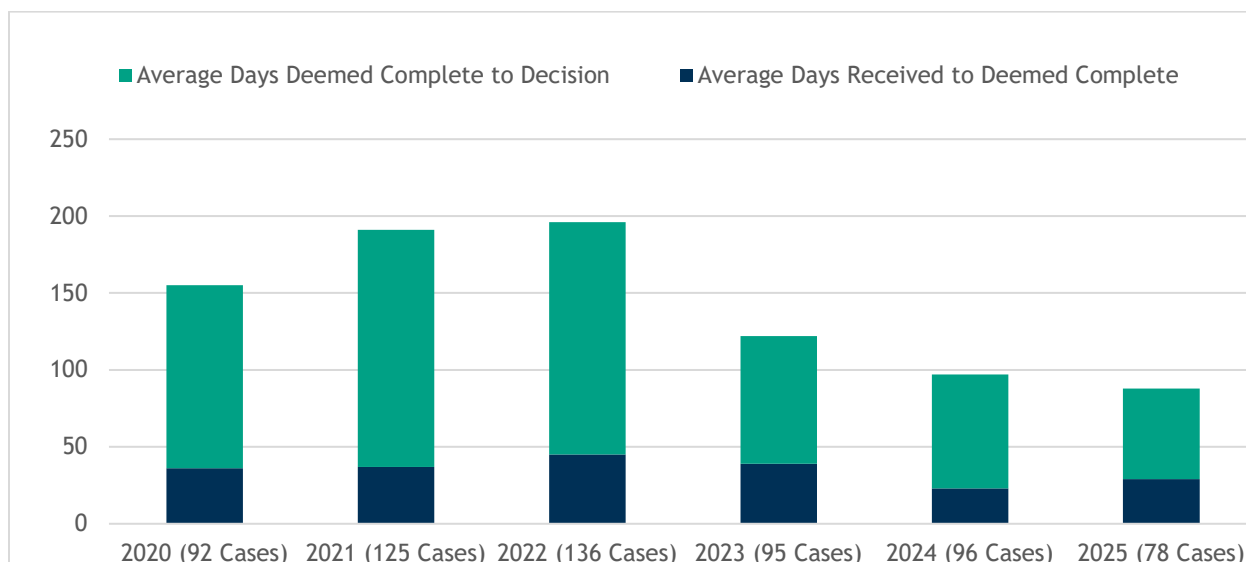


Land Division Applications

The Planning Act provides 90 days for a decision to be made on consents and 120 days for a decision on a subdivision or condominium. Most land division decisions are delegated to staff.

The Planning Act does not require public meetings to be held for land division applications, however most subdivisions have a related zoning applications and County Council has directed that public meetings be held for subdivision applications that do not have a related application. The chart below includes land division applications that have been deemed complete or advanced to a decision).

After significant application volumes exceeding staff capacity in 2020-22, application processing has returned to averaging close to the 90-day time period provided in the Planning Act for Consents in the Act and 120 days for Subdivisions.

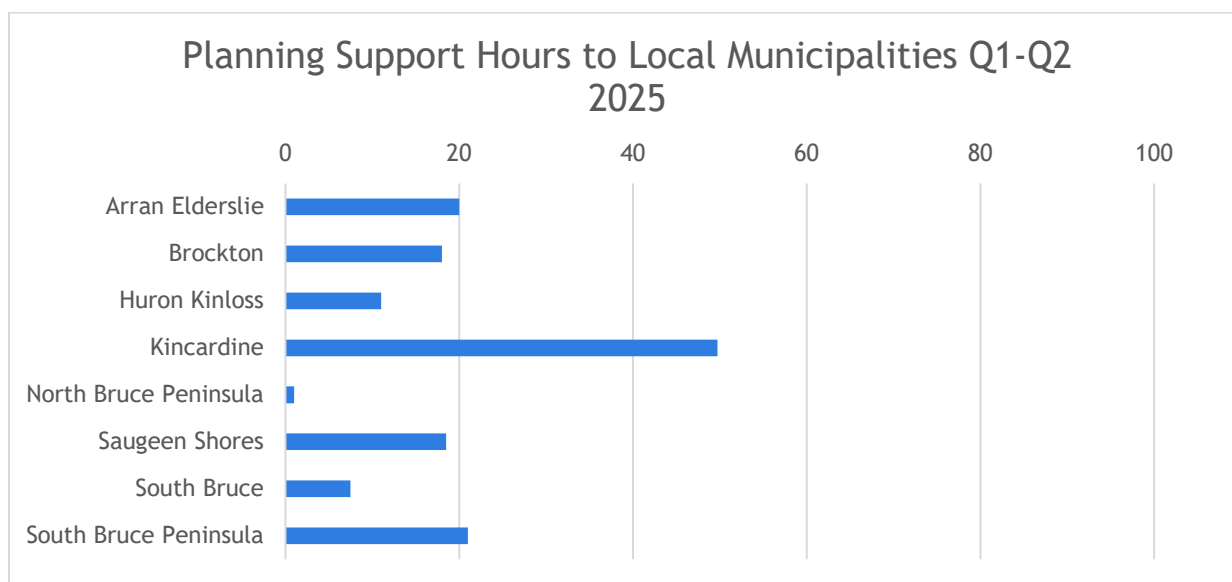


Local Services

In addition to processing development applications, Planning staff provide a range of supports to local municipalities at their request.

In Q1-Q2 of 2025 these services have included support for municipal projects to advance affordable or attainable housing, process updates to municipal plans or by-laws, support municipalities who have consultants undertaking policy projects, assist in training new staff, and a range of smaller requests.

The planning services agreements between the County and local municipalities include up to 105 hours (3 weeks) of service to local municipalities each year. Time used in the first half of the year is indicated in the table below.



External Engagement

In Q1 and Q2 of 2025 Planning and Development Staff:

- Engaged local Municipalities and submitted comments on 7 Environmental Registry of Ontario and 2 Regulatory Registry of Ontario postings related to provincial changes to the Planning and Development system
- Presented at the Rural Ontario Municipalities Association (ROMA) Conference and (with Human Services) a Sources of Knowledge (SOK) Panel forum on housing in Tobermory
- Developed and presented workshops on Additional Residential Units at the Kincardine Home & Garden Show
- Held an information session with Saugeen Ojibway Nation Environment Office staff to share details on County land use planning processes
- Launched a [how-to video about site plans](#) to help applicants file complete applications
- Convened 2 Meetings of the Bruce County Housing Action Plan Municipal Implementation Committee
- Advanced the County's perspective in sessions organized by the Association of Municipalities of Ontario (AMO) Planning Task Force, Western Ontario Wardens Caucus (WOWC) Planning Subject Matter Experts, County Planning Directors, and Independent Electricity Systems Operator (IESO)

Staff Report

Council Meeting Date: September 8, 2025

Subject: PLAN-2025-06-Site Plan Agreement – Lallemand Specialties, 82 Union Street, Tara

Report from: Emily Dance, Chief Administrative Officer

Attachment: Site Plan Drawings

Recommendation

Be It Resolved that Council hereby approves Report PLAN-2025-06;

AND approves entering into a Site Plan Agreement with Lallemand Specialties, 82 Union Street, Tara

AND FURTHER authorizes the appropriate By-law coming forward on today's agenda to allow for the issuance of a building permit.

Background

The [Planning Act](#) (Section 41), allows municipalities to regulate development by requiring review and approval of detailed [site plans](#) before construction can begin. This ensures that development meets certain standards, including those related to design, access, and environmental protection.

The Municipality of Arran-Elderslie passed [By-law 43-2018](#) being a By-law to Establish Site Plan Control placing all lands within the Municipality under Site Plan Control. For the most part, the By-law relates to Commercial, Institutional, Industrial and Multi-Family residential development. (Single family and 10 or fewer units exempt)

A site plan agreement is a required component of the site plan approval process and must be in place before a building permit can be issued. This legally binding contract between the Municipality and the developer establishes the specific terms and conditions for site development, ensuring compliance with approved plans and municipal standards. The agreement is registered on title, reinforcing its role in regulating the project's execution.

Analysis

82 Union Street in Tara is zoned Business Park 'BP' and is subject to Site Plan Control.

Lallemand Specialties TARA is proposing to add an addition to one of their existing industrial wastewater plant structures measuring 28'W x 22'L to cover 20yd dry sludge cake bin. The Site Plan application and associated drawings were circulated to the commenting agencies with only minor adjustments requested.

Staff recommend that the Municipality enter into a Site Plan Agreement with Lallemand Specialties TARA for 82 Union Street in Tara and request that the corresponding By-law be brought forward for consideration on today's agenda to allow for the issuance of a building permit.

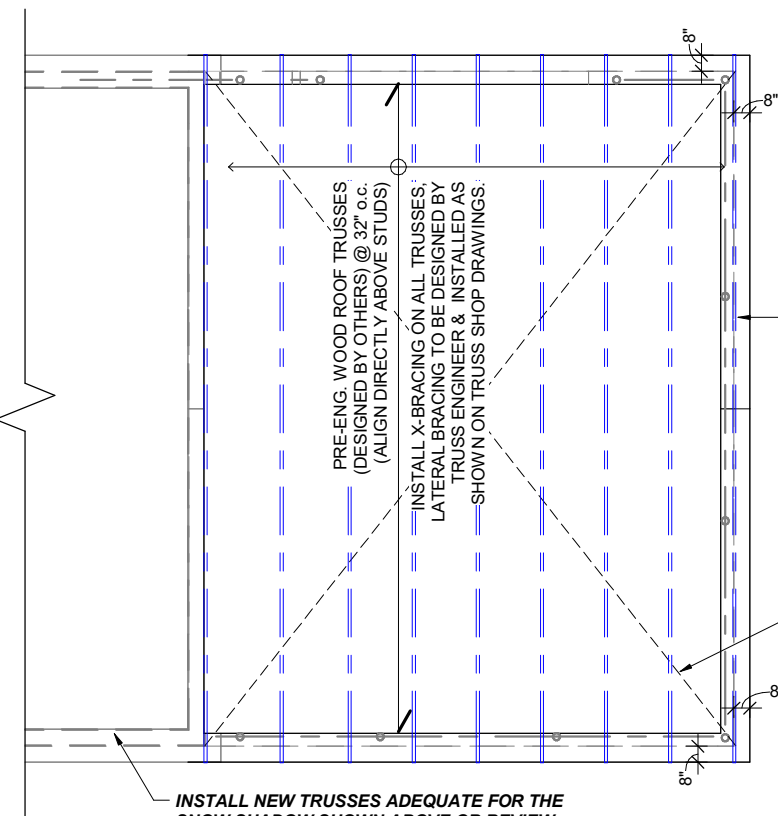
Link to Strategic/Master Plan

6.3 Facilitating Community Growth

Financial Impacts/Source of Funding/Link to Procurement Policy

As per the fees and charges By-Law, there is a \$1,000 agreement fee and a \$5,000 deposit to cover the associated third party review and all legal fees associated with registering the agreement on title.

Approved by: Emily Dance, Chief Administrative Officer


$$1/8" = 1'-0"$$

- CONTINUOUS 2x6 BRACING
FASTENED DIRECTLY TO
TOP SIDE OF TRUSS
BOTTOM CHORD. (TYP.)

- INSTALL NEW TRUSSES ADEQUATE FOR THE SNOW SHADOW SHOWN ABOVE OR REVIEW EXISTING TRUSSES FOR INCREASE LOAD

CONTINUOUS 2x6 X-BRACING FASTENED TO TOP SIDE OF
BOTTOM CHORD. INSTALL X-BRACING ON ALL TRUSSES,
LATERAL BRACING AS PER TRUSS MANUF. ENGINEER (TO
BE SHOWN ON PRE-ENG. TRUSS SHOP DRAWINGS)

PREFIN. METAL FASCIA,
EAVESTROUGH & VENTED
SOFFIT. (PER OWNER).

CONTINUOUS RIDGE
VENTING PER OBC.
INSTALL AS PER MANUF.
SPECIFICATIONS. (TYP.)

TRUSS (NOT AS SHOWN).
SUBMIT P.ENG. STAMPED SHOP
DRAWINGS FOR REVIEW.

TRUSS UPLIFT CLIPS AS PER
TRUSS MANUF. DRAWINGS.
(TYP. EACH END)

DOUBLE TOP PLATE, CONT.

— PREFIN. METAL DRIP EDGE
& FOAM CLOSURE STRIP

— 2x6 TOP STRAPPING c/w (4) 3-1/2" lg.
COMMON SPIRAL NAILS EACH INTO TOP
PLATE & STUD. (TYP.)

P.T. SILL PLATE FASTENED TO
MUDSILL w/ 1/2"Ø LAG SCREW
MIN. 4" EMBED. IN BEAM @ 48" o.c.
(TYP. BOTH SIDES)

— HELICAL PILES,
— PER PLAN —

— 2x6 BOTTOM STRAPPING c/w (4) 3-1/2" lg.
COMMON SPIRAL NAILS EACH INTO
BOTTOM PLATE & STUD. (TYP.)

— MUDSILL, PER PLAN

S2.1 BUILDING SECTION

$$1/8'' = 1'-0''$$
50
service and

STAMP:



WADDELL
ENGINEERING LTD.

119 PINEBUSH RD, UNIT C
CAMBRIDGE, ON
N1R 7J8
www.waddelleng.com

Phone: 519-267-6789
Fax: 1-866-388-9659
info@waddelleng.com

PROJECT:

28'-0" x 22'-0"
SHED ADDITION

82 UNION ST. TARA, ON.

CLIENT: NORTHSTAR CARPENTRY

DRAWING TITLE:

ROOF FRAMING PLAN & BUILDING SECTION

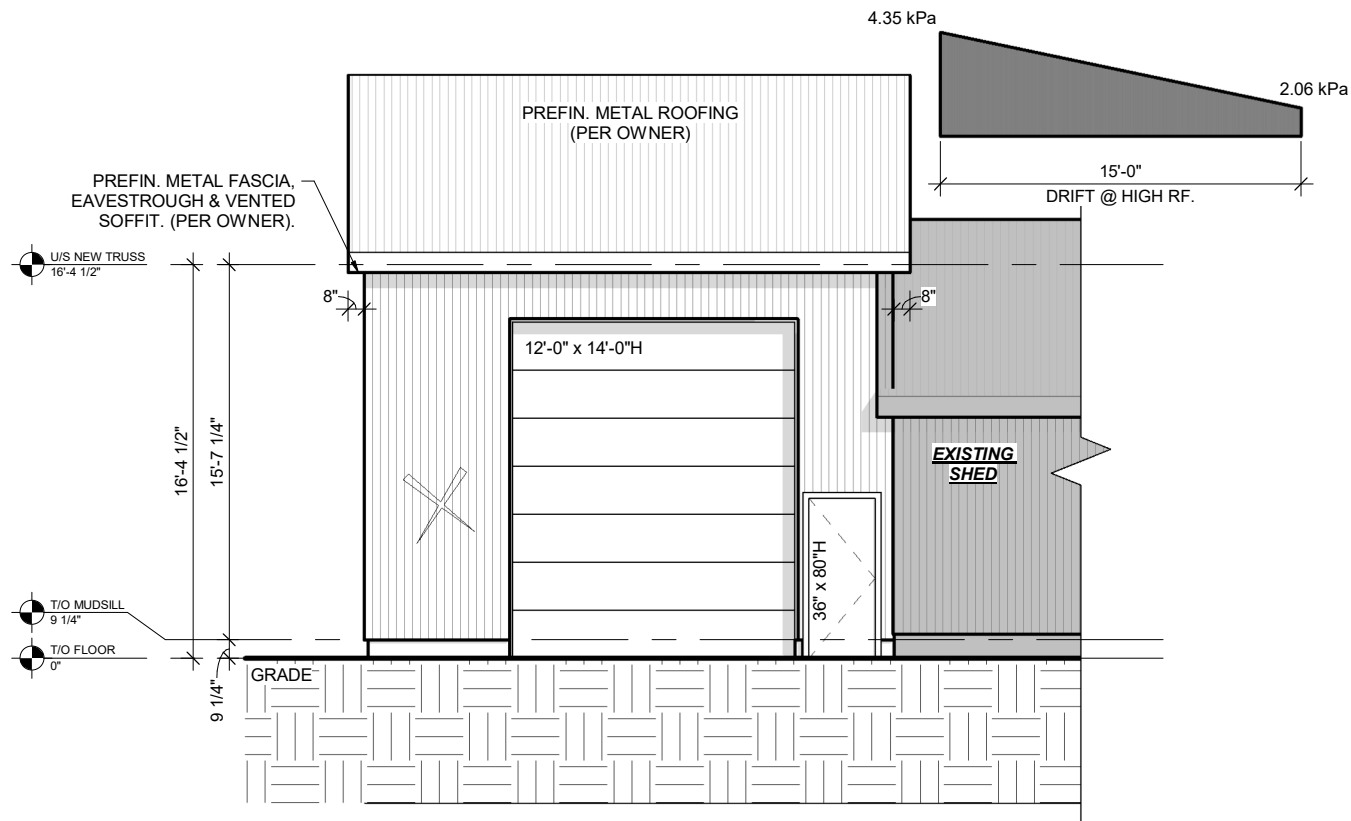
DRAWN BY: RS	DATE: 2025-06-10
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DESIGN BY: AGRES	SHEET NO:
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SCALE: AS NOTED

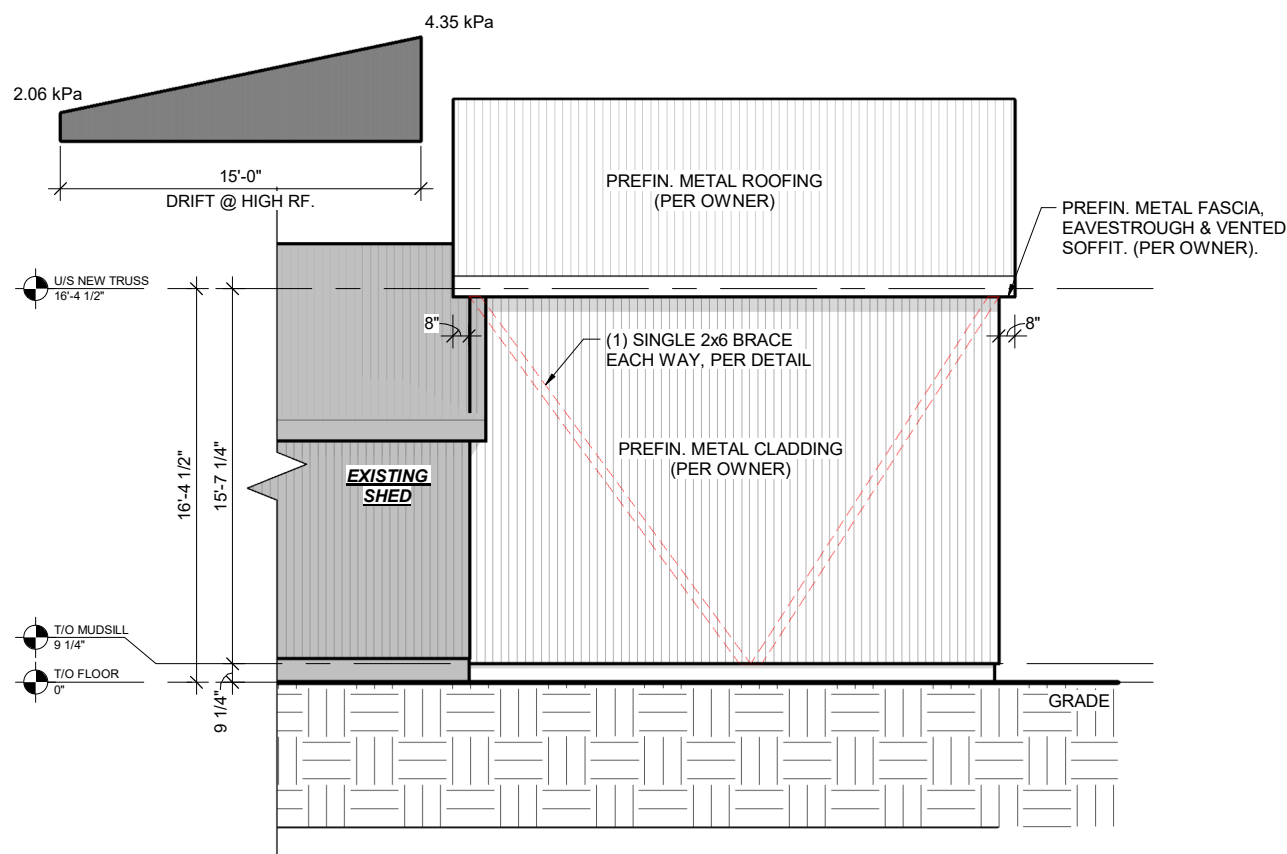
PROJECT NO: S2 1

25-04-164	32.1
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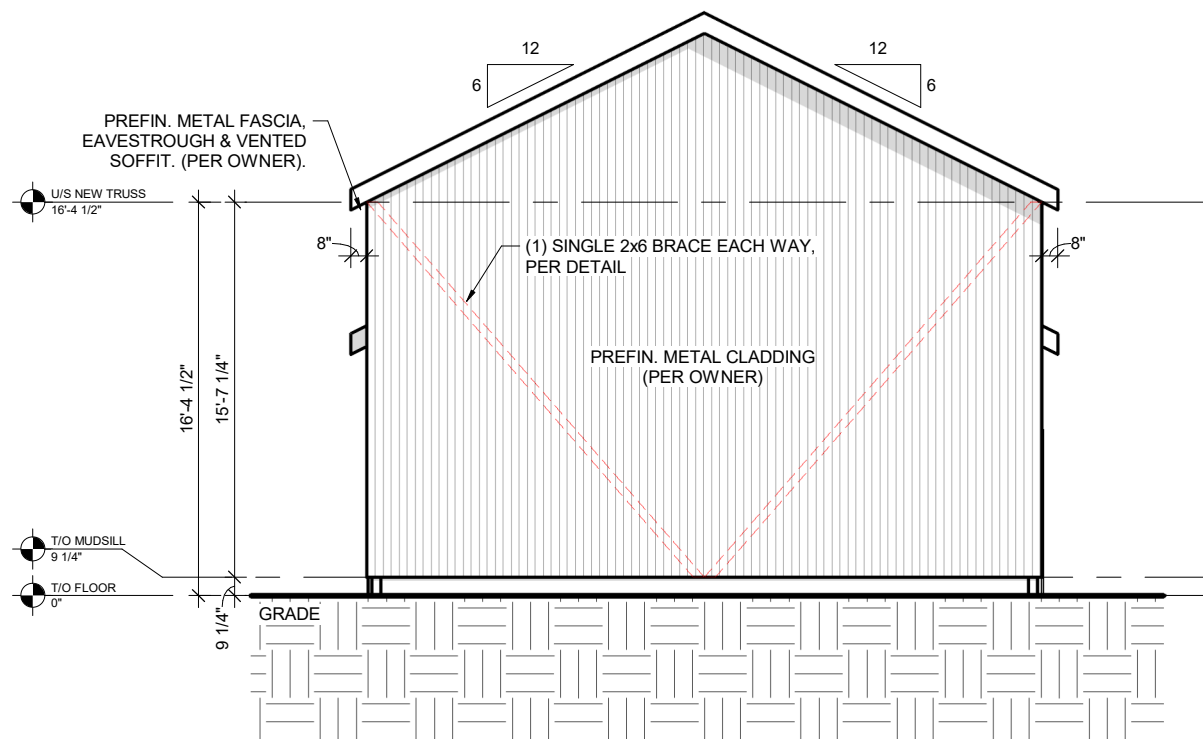
NORTH ELEVATION

1/8" = 1'-0"



SOUTH ELEVATION

1/8" = 1'-0"

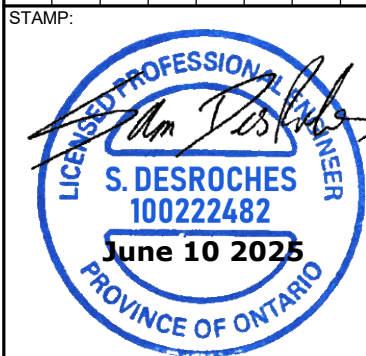


EAST ELEVATION

1/8" = 1'-0"

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ISSUED FOR PERMIT	ISSUED FOR REVIEW	DESCRIPTION
2025-06-10	2025-05-01	DATE
RS	RS	BY
1	0	REV



WADDELL
ENGINEERING LTD.
119 PINEBUSH RD, UNIT C
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PROJECT:
28'-0" x 22'-0"
SHED ADDITION
82 UNION ST. N0H 2N0
TARA, ON.

CLIENT:
NORTHSTAR
CARPENTRY

DRAWING TITLE:
BUILDING ELEVATIONS

DRAWN BY: RS	DATE: 2025-06-10
DESIGN BY: AGRES	SHEET NO:
SCALE: AS NOTED	
PROJECT NO:	
25-04-164	S3.0



Staff Report

Council Meeting Date: September 8, 2025

Subject: CBO-2025-04 – Mid Year Building Report

Report from: Nathan Van Myall, Project Manager

Attachments: NA

Recommendation

Be It Resolved that Council hereby receives for information Report CBO-2025-04 – Mid Year Building Report

Background

The preparation of this mid-year building report is part of the municipality's ongoing commitment to transparency and informed decision making. Regular reporting on building permit activity enables Council to monitor development trends, assess the effectiveness of current policies, and ensure that resources are allocated appropriately. By comparing permit data from January to August 2025 with the same period in 2024, this report provides insights into local construction activity, investments levels, and emerging patterns that may impact future planning and community growth.

Analysis

This report provides Council with a comparative summary of building permit activity for the period of January through August 2025, benchmarked against the same period in 2024. The analysis covers all major construction categories and highlights key trends.

Overall Permit Activity

- Total Permits Issued (Jan-Aug 2025): 81
- Total Permits Issued (Jan-Aug 2024): 61
- Overall Change: +32.8% increase in permit issuance year-over-year

Total Permit Value

- 2025 (Jan-Aug): \$16,758,530.00
- 2024 (Jan-Aug): \$11,782,880.00
- Overall Change: +42.3% increase in total permit value

Breakdown by Construction Type

Type of Construction	2025 - Jan - Aug			2024 - Jan - Aug		
	Building Permits Issued	Total Residential Units Created	Total Permit Value	Building Permit Issued	Total Residential Units Created	Total Permit Value
RESIDENTIAL						
Garages, Carports, Sheds	13	0	\$ 443,000.00	13	0	\$ 505,500.00
Decks	2	0	\$ 75,500.00	2	0	\$ 55,000.00
Additions & Renovations	3	0	\$ 52,000.00	9		\$ 624,500.00
Single Family Dwellings	1	1	\$ 600,000.00	6	6	\$ 4,010,000.00
ARU	0	0	\$ -	0	0	\$ -
Apartments	0	0	\$ -	0	0	\$ -
Other Multi Family Residential	6	15	\$ 2,700,000.00	2	4	\$ 700,000.00
COMMERCIAL						
New	0	0	\$ -	0	0	\$ -
Additions & Renovations	2	0	\$ 680,000.00	2	0	\$ 680,000.00
Accessory	0	0	\$ -	0	0	\$ -
INSTITUTIONAL						
New	0	0	\$ -	0	0	\$ -
Additions & Renovations	0	0	\$ -	1	0	\$ 130,000.00
Accessory	0	0	\$ -	0	0	\$ -
INDUSTRIAL						
New	1	0	\$ 4,700,000.00	1	0	\$ 100,000.00
Additions & Renovations	0	0	\$ -	0	0	\$ -
AGRICULTURAL						
New	16	0	\$ 5,060,960.00	14	0	\$ 4,160,000.00
Additions & Renovations	5	0	\$ 1,140,000.00	1	0	\$ 500,000.00
Accessory	11	0	\$ 250,000.00	1	0	\$ 22,000.00
OTHER						
Tent Permits	2	0	\$ 65,000.00	1	0	\$ 1,000.00
Swimming Pool Enclosures	0	0	\$ -	1	0	\$ 700.00
Miscellaneous	5	0	\$ 108,570.00	4	0	\$ 169,680.00
DEMOLITIONS	9	0	\$ 775,500.00	3	0	\$ 28,000.00
SEWAGE SYSTEMS	5	0	\$ 108,000.00	0	0	\$ 96,500.00
TOTALS	81	16	\$ 16,758,530.00	61	10	\$ 11,782,880.00

Key Observations

- Growth Areas: Significant increases were observed in "Other Multi Family Residential", "Agricultural Additions & Renovations", and "Agricultural Accessory". These categories reflect increased development activity and investment in multi-unit residential and agricultural sectors.
- Declines: There was a notable decrease in "Single Family Dwellings", and "Additions & Renovations" (Residential).
- Stable Categories: Several sub-categories, within "Commercial", "Industrial", and "Other" remained stable year-over-year.

Conclusion

The Municipality experienced a robust increase in overall building permit activity in 2025 compared to 2024, with a 32.8% rise in total permits issued. Importantly, the total permit value also increased substantially, rising by 42.3% to \$16.76 million in 2025 from \$11.78 million in 2024. This growth in both the number and value of permits suggest strong development momentum, particularly in agricultural and multi-family residential construction, while single-family dwelling permits declined. These trends may reflect changing development priorities and market conditions.

Link to Strategic/Master Plan

6.3 Facilitating Community Growth

Financial Impacts/Source of Funding/Link to Procurement Policy

All revenue and expenses are accounted for under the municipal budget.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: September 8, 2025

Subject: PWRDS-2025-22 Ontario Community Environment Fund Grant

Report from: Julie Hamilton, Infrastructure & Development Coordinator

Attachments: None

Recommendation

Be It Resolved that Council hereby approves Report PWRDS-2025-22 Ontario Community Environment Fund Grant; and

Supports the submission of an application to the 2025-26 Ontario Community Environment Fund to support the development of a Comprehensive Invasive Species Control Plan for Arran-Elderslie.

Background

The [Ontario Community Environment Fund \(OCEF\)](#) is a provincial funding initiative that reinvests money collected from environmental penalties into community-based projects that restore and protect the natural environment.

The fund prioritizes projects that repair environmental harm and build resilient communities, and applications are evaluated based on their technical merit and environmental benefit.

The minimum funding request is \$5,000 and does not specify a fixed maximum amount per project suggesting that funding decisions will be based on project scope, regional impact and alignment with provincial objectives.

Applications are due for submission by September 24, 2025, and funding approvals are expected by Early 2026. Projects must start on or after May 1, 2026, and may last up to two (2) years from their start date.

Analysis

Staff recommend submitting a grant application to support the development of a Comprehensive Invasive Species Control Plan for Arran-Elderslie. This initiative responds to the increasing ecological and operational risks posed by invasive species on municipal lands, roadsides, and ditches. Invasive species threaten native biodiversity, obstruct infrastructure, and increase maintenance costs. The plan would formalize and enhance current efforts, including roadside spraying, which typically occurs in early summer and targets known infestation zones.

This summer, a GIS student began a mapping project to track annual spraying locations and identify areas affected by invasive species. This foundational work will support data-driven decision-making and long-term monitoring. If approved, grant funding would be used to expand this project into a full-scale Invasive Species Control Plan, incorporating detailed mapping, species-specific removal strategies, and ecological restoration activities. The plan will also include a public education component to raise awareness and promote stewardship among residents.

A key feature of the proposal is collaboration. The municipality will engage with neighbouring communities, Conservation Authorities, and private landowners to share data, align control efforts, and improve understanding of at-risk areas. This partnership approach will help address cross-boundary infestations and support coordinated roadside management across the region.

To support the plan's development, the funding request will include wages for a student currently enrolled in a related academic program. This will provide valuable hands-on experience while ensuring the project benefits from current best practices in environmental science and GIS technology.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

6.5 Engaging People and Partnerships

Financial Impacts/Source of Funding/Link to Procurement Policy

The minimum funding request is \$5,000. While a detailed project budget has not yet been finalized, staff estimate the total cost to be approximately \$40,000, inclusive of wages. In the event that only partial funding is secured, staff will reassess the project plan and make necessary adjustments to minimize the financial impact on the Municipality.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: September 8, 2025

Subject: PWRDS-2025-24 Surplus Assets

Report from: Julie Fenton, Infrastructure & Development Coordinator

Attachments:

Recommendation

Be It Resolved that Council hereby approves report PWRDS-2025-24 Surplus Assets; AND

Declares the following items as surplus to be sold on GovDeals:

1. Arran Landfill Office Trailer
2. CH09 - 2010 Ferris Lawnmower
3. RC01 - 1990 GMC Olympia
4. W5 - 2009 GMC 4x4 ½ ton pickup truck
5. Skid of Mechanical Water Fitting
6. Skid of Rubber Matting from Arena

Background

Municipal departments periodically review their inventory of assets to ensure operational efficiency and fiscal responsibility. Assets that are no longer required, obsolete, or beyond economical repair are recommended for surplus declaration and disposal.

Analysis

Staff have identified the following assets to be declared surplus.

1. Arran Landfill Office Trailer
 - 10x12

- No wheels
 - Being sold AS-IS
 - Purchaser responsible for removal at their own cost
2. CH09 - 2010 Ferris Lawnmower
 3. RC01 - 1990 GMC Olympia
 4. W5 - 2009 GMC 4x4 ½ ton pickup truck
 5. Skid of Mechanical Water Fittings
 6. Skid of Rubber Matting from Arena

Per Bylaw 23-2019, surplus items declared by Council may be sold via Public Notice, listed on GovDeals, or sent to Public Auction if no bids are received. Staff recommend using GovDeals to seek bids for the surplus items.

Link to Strategic/Master Plan

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

Proceeds from surplus item sales will go to the relevant department's revenue.

Approved by: Emily Dance, Chief Administrative Officer

Staff Report

Council Meeting Date: September 8, 2025

Subject: PWRDS-2025-25 - Paisley Fire Hall and Public Works Project Update (4)

Report from: Nathan Van Myall, Project Manager

Attachments:

Recommendation

Be It Resolved the Council hereby receives for information Report PWRDS-2025-25 – Paisley Fire Hall and Public Works Project Update (4).

Background

The Municipality of Arran-Elderslie has initiated the construction of a new fire hall and public works building in Paisley. This approximate \$4.7 million project aims to provide the Arran-Elderslie Fire & Emergency Services and the Paisley Public Works Department with a modern facility. The new building will offer updated and suitable accommodation for the fire fighters and public works employees, ensuring functionality for the next several decades.

Analysis

Summary of Past Reports

Previous updates on the Paisley Fire Hall and Public Works Project have documented the project's initiation, planning, and early site investigations. The initial reports outlined the Municipalities' commitment to constructing a modern facility for both the Arran-Elderslie Fire & Emergency Services and Public Works Staff, with an estimated budget of \$4.7 million. Early in 2025, geotechnical investigations revealed the presence of compressible silty clay soils at depth, requiring additional engineering analysis and influencing the construction schedule. Seasonal half load restrictions also contributed to initial delays, but these were resolved by late April. Throughout spring and summer, contractors focused on site servicing material acquisition, permit acquisition, and coordination with geotechnical engineers to ensure a stable

foundation for long term project success. The project has remained within its approved budget, with ongoing fundraising efforts supporting its financial needs.

New Update: Surcharging and Site Works

- Dozlan has now started site works to prepare for surcharging and is expected to complete this phase by Monday, day of Council meeting.
- Upon completion, settlement monitoring plates will be installed, followed by placement of surcharge materials.
- The goal is to utilize site stripped topsoil and granular materials for surcharging, in accordance with DS consultant's recommendations.
- DS Consultants have confirmed that each additional meter of surcharge fill, on top of the recommended 4m, could reduce the settlement timeline by approximately one month, depending on site specifics.
- While surcharging is underway, Dozlan will also begin construction of site services to maintain project momentum.

Next Steps

- Monitor settlement progress weekly via installed plates
- Continue coordination of DS Consultants for technical oversight.

Link to Strategic/Master Plan

6.3 Facilitating Community Growth

Financial Impacts/Source of Funding/Link to Procurement Policy

There are currently no impacts to the approved budget for this project. Fundraising efforts continue to support the project's financial needs.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: September 8, 2025

Subject: REC-2025-16 Rural Ontario Development Program Grant Application

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

Jennifer Isber-Legge, Economic Development Coordinator

Attachments: None

Recommendation

Be It Resolved that Council hereby approves Report REC-2025-16 Rural Ontario Development Program Grant Application;

AND THAT Council recognizes the importance of a Trail Master Plan as a key tool to support economic growth in the Municipality of Arran-Elderslie,

AND FURTHER endorses the submission of an application to the Rural Ontario Development Program to help offset the costs associated with completing a Trail Master Plan for the Municipality.

Background

The Rural Ontario Development Program (ROD Program) provides cost-share funding to support activities that create strong rural communities in Ontario and opens doors to rural economic development. The Program has three (3) streams:

1. Economic diversification, competitiveness and capacity building
2. Workforce development, attraction and retention
3. Community infrastructure enhancements

Staff are recommending that an application to stream one (1) be made to create a Trail Master Plan for the Municipality. The cost-share for this is 50%, up to \$50,000.00.

Analysis

Staff are recommending that an application be submitted to the Rural Ontario Development Program (RODP) to support the development of a Trail Master Plan for the Municipality.

The proposed Trail Master Plan aligns directly with the program priorities of the RODP. Trails and the need for a comprehensive master plan have been discussed extensively at both the community and Council levels over the past several years. A coordinated plan is essential to support economic development, respond to public demand, and guide future growth.

A Trail Master Plan will strengthen the Municipality's ability to manage, plan, and leverage trail infrastructure as a key driver of rural economic development.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

The ROD Program is a cost-share program of 50% up to \$50,000.00. An estimate of \$70,000.00 has been obtained for the completion of the Master Plan. Should the application be successful, the Municipality would be responsible for the remaining portion of the cost. Staff will include the Municipal share in the 2026 budget for Council's consideration.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: September 8, 2025

Subject: FIN-2025-17 Strategic Asset Management Policy

Report from: Julie Hamilton, Infrastructure & Development Coordinator

Attachments: DRAFT Strategic Asset Management Policy

Recommendation

Be It Resolved that Council hereby approves Report FIN-2025-17 Strategic Asset Management Policy; and

AND FURTHER approves the Strategic Asset Management Policy AND authorizes the appropriate by-law coming forward.

Background

In accordance with Ontario Regulation 588/17 under the *Infrastructure for Jobs and Prosperity Act*, municipalities are required to adopt a Strategic Asset Management Policy (SAMP) that outlines how asset management planning aligns with broader municipal goals, budgeting processes, and land-use planning frameworks.

The policy must include principles of sustainability, transparency, and innovation, and address climate change considerations such as risk mitigation and adaptation strategies. It should also detail how the municipality will improve asset management practices over time, coordinate with other entities, and engage the public. The initial policy was due by July 1, 2019, and must be reviewed and updated at least every five years to ensure continued relevance and effectiveness.

Analysis

The 2025 Draft Strategic Asset Management Policy outlines a comprehensive, organization-wide approach to managing municipal infrastructure assets, emphasizing service-oriented planning, risk-informed decision-making, and long-term financial sustainability. It integrates asset management with strategic municipal plans, budgeting processes, and climate resilience strategies, while promoting transparency, innovation, and stakeholder engagement. The policy adopts a service-based perspective for asset inclusion, moving beyond financial thresholds to ensure all critical assets are considered. Governance roles are clearly defined, and the policy commits to continuous improvement through annual reviews and cross-departmental coordination.

2025 Draft Strategic Asset Management Policy – Key Updates

1.Expanded Scope

- Applies to all municipal departments, employees, and elected officials, emphasizing a whole-organization approach to asset management.

2. Updated Policy Objectives

- Focuses on evidence-based decision-making, long-term financial sustainability, and risk-informed planning.
- Shifts from budget-driven to service-oriented infrastructure planning.

3. Refined Asset Management Principles

- Introduces four core principles:
 - Customer-Oriented
 - Service-Oriented
 - Risk-Informed
 - Cost-Conscious and Value-Driven

4.Detailed Provincial Guiding Principles

- Explicitly incorporates all 12 principles from the *Infrastructure for Jobs and Prosperity Act*, including:
 - Innovation
 - Community benefit
 - Environmental stewardship
 - Worker safety
 - Strategic integration

5. Strategic Alignment

- Aligns asset management with a comprehensive list of municipal plans, including:

- Corporate Strategic Plan
- Recreation Master Plan
- Accessibility Plan
- Stormwater Needs Studies
- Water/Wastewater Rate Studies
- Fire Master Plan

6. Governance Enhancements

- Clearly defines roles for:
 - Council (policy approval and oversight)
 - Infrastructure & Development Coordinator (Executive Lead)
 - CAO (compliance oversight)
 - Department Heads (implementation within service areas)

7. Climate Change Integration

- Expands climate planning to include:
 - Emissions reduction
 - Disaster response
 - Resilience-building
 - Financial planning for climate risks

8. Service-Based Asset Inclusion

- Clarifies that asset inclusion is based on service relevance, not just financial thresholds—ensuring critical assets are managed regardless of cost.

9. Budgeting and Financial Planning

- Embeds asset management into annual budgets and long-term financial plans.
- Requires capital project proposals to demonstrate alignment with strategic and asset management plans.

10. Continuous Improvement

- Introduces annual reviews, cross-departmental coordination, and performance tracking to support ongoing enhancement of asset management practices.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

These measures foster transparency and accountability in resource allocation, reinforcing the organization's commitment to stewardship and value-for-money decision-making. By linking asset management efforts to strategic objectives and procurement policies, the framework ensures that every investment is both purposeful and sustainable, supporting community needs now and into the future.

Approved by: Emily Dance, Chief Administrative Officer



Policy

Section: 2.0 Treasury

Policy: Strategic Asset Management Policy

Policy By-Law:

Date:

Revision:

Coverage:

This policy is applicable to all municipal departments, employees, and elected officials who are involved, whether directly or indirectly, in the management, operation, or oversight of municipal assets and asset systems. It covers all assets owned, operated, or maintained by the Municipality and supports the provision of services to residents, businesses, and other stakeholders.

Policy Statement:

The Municipality of Arran-Elderslie delivers a wide range of essential services to the public. The effective delivery of these services depends on the ownership, stewardship, and responsible management of physical assets. To ensure these assets continue to support service delivery, it is critical that the Municipality adopts a structured approach to asset management.

A Strategic Asset Management Policy establishes the guiding principles and framework for how the Municipality manages its infrastructure. This policy supports consistent, informed decision-making, long-term financial sustainability, and the ability to meet desired levels of service while managing risk.

This policy has been developed in accordance with the requirements of Ontario Regulation 588/17 under the Infrastructure for Jobs and Prosperity Act, and reflects the Municipality's commitment to transparency, accountability, and continuous improvement in asset management practices.

Legislative Authority:

Ontario Regulation 588/17, under the *Infrastructure for Jobs and Prosperity Act, 2015*

Contents:

1.0 Purpose

The purpose of this policy is to demonstrate leadership and commitment to the development and implementation of the Municipality's asset management program. It provides a consistent framework to guide asset management practices across all departments, enabling evidence-based decision-making that supports the sustainable delivery of municipal services.

By applying sound asset management principles, the Municipality aims to ensure that infrastructure assets continue to meet performance expectations and service level requirements in the most efficient and cost-effective manner. This approach shifts the focus from budget-driven decisions to service-oriented planning, linking infrastructure investments directly to community outcomes.

This policy reflects an organization-wide commitment to the responsible stewardship of municipal assets and promotes transparency and accountability through the adoption of best practices in asset management planning.

Policy Objectives

- Establish a consistent approach to asset management across all departments.
- Offer clear guidance to staff involved in asset planning, maintenance, and investment.
- Communicate the Municipality's asset management principles and priorities.
- Enhance transparency and accountability in decision-making by integrating asset management with municipal plans, budgets, service levels, and risk assessments.

2.0 Asset Management Principles

The following principles guide the Municipality of Arran-Elderslie in its approach to asset management:

2.1. Customer-Oriented

The Municipality aims to set clear service levels and use asset management strategies that build public trust in its maintenance and operations.

2.2. Service-Oriented

Asset decisions will focus on supported services, considering infrastructure connections instead of managing assets separately.

2.3. Risk-Informed

Allocation of resources and determination of priorities will be guided by risk assessments and asset criticality, maintaining public safety as the foremost concern while optimizing the balance between cost and benefit.

2.4. Cost-Conscious and Value-Driven

The Municipality will implement strategies to reduce the overall cost of asset ownership throughout their lifecycle, while maintaining defined service levels and managing risk.

3.0 Provincial Guiding Principles

3.1. Long-Term Perspective

The Municipality will consider long-range demographic and economic trends when planning for infrastructure needs.

3.2. Financial Integration

Asset management will follow relevant budgets and provincial fiscal requirements.

3.3. Investment Prioritization

The prioritization of infrastructure will be clearly established to inform funding allocations and investment strategies.

3.4. Economic Growth Support

The Municipality will encourage economic development, productivity, and workforce training through infrastructure planning.

3.5. Transparency and Accountability

Decisions will be evidence-based and publicly accessible, with relevant information shared with government and sector partners.

3.6. Service Continuity

The Municipality will continue to provide essential public services.

3.7. Environmental Stewardship

Initiatives will be implemented to minimize environmental impacts, promote

biodiversity, and strengthen climate resilience, with measures such as incorporating recycled materials.

3.8. Worker Safety

The health and safety of individuals participating in infrastructure work will be protected.

3.9. Community Benefit

Infrastructure projects will aim to deliver social and economic benefits to local communities, including job creation, public space improvements, and accessibility.

3.10. Embracing Innovation

The Municipality will explore and adopt innovative technologies and practices, particularly those developed within Ontario.

3.11. Strategic Integration

Infrastructure planning will consider relevant non-binding provincial and municipal strategies and plans.

3.12. Asset Inclusion Criteria

Assets included in asset management planning will be based on their service relevance, not solely on financial reporting thresholds.

4.0 Strategic Alignment & Integration

The asset management plan for the Municipality of Arran-Elderslie will be prepared and updated in accordance with various strategic and regulatory documents, including but not limited to:

- Municipality of Arran-Elderslie Corporate Strategic Plan
- Bruce County Official Plan
- Arran-Elderslie Official Plan
- Economic Development Strategic & Strategy Overview
- Recreation Master Plan
- Fire Master Plan
- Water and Wastewater Rate Studies and associated financial plans (including those under the Safe Drinking Water Act, 2002)
- Energy Conservation and Demand Management Plan
- Multi-Year Accessibility Plan
- Bridge Master Plan

- Roads & Sidewalks Needs Study
- Tara, Chesley & Paisley Stormwater Needs Studies

Following any significant updates to these documents, the Municipality will assess their implications for the Strategic Asset Management Policy and the Asset Management Plan to ensure continued alignment.

The Municipality will include asset management in annual budgets and long-term financial plans. An annual summary of the asset management program, including its financial implications, will be provided to Council. Capital project proposals will include a statement outlining how the project aligns with the Municipality's Corporate Strategic Plan and Asset Management Plan.

5.0 Governance and Continuous Improvement

The Municipality continually improves asset management, with clear roles and responsibilities.

5.1 Council

- Approves the asset management policy and plan, including updates every five years or as needed.
- Supports continuous improvement and implementation of asset management initiatives.

5.2 Infrastructure & Development Coordinator

- Acts as the Asset Management Executive Lead
- Champions the Asset Management Program
- Ensures compliance with the policy and relevant regulations.
- Leads the coordination of asset management activities across departments and with external partners, including the County and neighboring municipalities.
- Conducts annual progress reviews and coordinates with department heads.
- Reviews and updates the policy at least every five years.

5.3 Chief Administrative Officer

- Monitors compliance and evaluates obstacles that may impede the execution of asset management plans.

5.4 Department Heads

- Lead asset management efforts within their respective service areas and support cross-departmental collaboration.

5.5 Budgeting

- Asset management plans will inform long-term financial strategies and departmental budgets. Departments will use these plans to identify costs,

assess capital needs, and explore funding options. Budgeting will align with broader municipal financial processes and ensure consistency across related plans, especially for water and wastewater services.

5.6 Community Planning

- Asset management will facilitate sustainable community development by coordinating with planning documents and ensuring that infrastructure investments are both fiscally responsible and adaptable to future requirements.

5.7 Climate Change

- Asset planning will include climate factors to balance service delivery, risk mitigation, and environmental responsibility. The Municipality aims to reduce greenhouse gas emissions in line with its defined capacity and objectives.

5.8 Stakeholder Engagement

- The Municipality will engage residents and stakeholders in asset planning and collaborate with other infrastructure owners to ensure coordinated service delivery and long-term sustainability.

Staff Report

Council Meeting Date: September 8, 2025

Subject: FIN-2025-18 Tangible Capital Asset Policy

Report from: Julie Hamilton, Infrastructure & Development Coordinator

Attachments: DRAFT Tangible Capital Asset Policy

Recommendation

Be It Resolved that Council hereby approves Report FIN-2025-18 Tangible Capital Asset Policy;

AND FURTHER approves the Tangible Capital Asset Policy AND authorizes the appropriate by-law coming forward.

Background

A Tangible Capital Asset (TCA) Policy outlines how a municipality identifies, values, and manages its physical assets that provide long-term service potential, such as roads, buildings, and equipment. It sets thresholds for capitalization, defines asset categories, and establishes rules for depreciation, disposal, and financial reporting. The policy ensures consistency in accounting practices, supports long-term financial planning, and helps maintain transparency and accountability in managing public infrastructure.

Analysis

The Tangible Capital Asset Policy, first implemented in 2011, exhibited inconsistencies between asset capitalization practices and policy guidelines, particularly regarding Estimated Useful Life. To address these issues, staff conducted a thorough policy review to ensure compliance with Public Sector Accounting Board (PSAB) standards.

The Draft Tangible Capital Asset Policy for 2025 establishes a framework for the recognition, valuation, classification, and management of municipal assets in

alignment with PSAB requirements. It specifies capitalization thresholds, asset categories, amortization methodologies, and procedures for asset acquisition, enhancement, impairment, and disposal.

The policy prioritizes transparency, consistency, and accountability in financial reporting, while introducing detailed protocols for pooled assets, contributed assets, and capital leases. Furthermore, it integrates asset management responsibilities with departmental functions and budgeting processes to ensure that all tangible capital assets are accurately monitored and support service delivery objectives.

Key Changes in the 2025 Draft TCA Policy

1. Expanded Definitions and Terminology

- The 2025 draft includes more detailed definitions for terms like impairment, betterment, residual value, and pooled assets, improving clarity and alignment with PSAB 3150.

2. Updated Capitalization Thresholds

- Thresholds remain largely consistent, but the 2025 draft reconfirms and formalizes pooled asset treatment, ensuring that grouped purchases (e.g., computers) are capitalized when their total value exceeds the threshold.

3. Component-Based Accounting

- The draft policy introduces component accounting for complex assets (e.g., buildings broken into HVAC, roof, plumbing), allowing more accurate depreciation and lifecycle tracking.

4. Betterment Criteria Refined

- The 2025 draft sets quantitative thresholds for betterments (e.g., $\geq 20\%$ of historical cost and $\geq 25\%$ increase in useful life), whereas the 2011 policy used broader qualitative descriptions.

5. Capital Leases

- The draft policy provides clear criteria for recognizing capital leases and outlines how they are recorded and amortized, enhancing compliance with Public Sector guidelines.

6. Donated and Contributed Assets

- The 2025 draft expands procedures for valuing and recording contributed assets, including requirements for third-party valuations or development agreements.

7. Work-in-Progress (WIP) Treatment

- The draft policy introduces a five-year limit for WIP assets, requiring write-offs if projects are deferred or inactive, which was not specified in the 2011 version.

8. Governance and Review Cycle

- The draft policy formalizes a review cycle once per Council term, reinforcing accountability and continuous improvement.

9. Amortization Method

- Both policies use the straight-line method, but the 2025 draft includes the Half-Year Rule and more detailed guidance on when amortization begins.

10. Asset Register Integration

- The draft policy emphasizes departmental responsibility for asset tracking and integration with financial statements, supporting better internal controls.

Schedule A to the Policy offers updated guidance to staff on estimating asset useful lives, reflecting current practices and asset standards since the 2011 policy adoption.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

The 2025 Draft Tangible Capital Asset Policy provides clearer and more detailed guidance for recognizing, valuing, and managing municipal assets in accordance with PSAB standards. By enhancing consistency, transparency, and accuracy in financial reporting, the updated policy supports more reliable asset valuation and classification. These improvements contribute to stronger long-term financial planning, better alignment of capital budgeting with departmental responsibilities, and more informed decision-making regarding municipal investments and resource allocation.

Approved by: Emily Dance, Chief Administrative Officer



Policy

Section: 2.0 Treasury

Policy: Tangible Capital Assets (TCA)

Policy By-Law:

Date:

Revision:

Coverage:

This policy applies to all Municipal staff as well as all other staff or officials whose financial information is included in the Municipality's consolidated Financial Statements.

Policy Statement:

Tangible Capital Assets are the largest investment made by the Municipality and need to be handled in accordance with Public Sector Accounting Board Section 3150 on the annual Financial Statements. This policy will outline the treatment of Tangible Capital Assets by the Treasury Department and Municipal staff.

Legislative Authority:

Public Sector Accounting Standards (PSAS)
Municipal Act, 2001

Contents:

1.0 Purpose

The purpose of this policy is to establish guidelines around the treatment of Tangible Capital Assets as it relates to PSAB 3150 and the Municipality's Financial Statements.

- a. Outline the accounting treatment of Tangible Capital Assets to assist users of the Municipality's Financial Statements as it pertains to the investment made in property, plant and equipment.
- b. Criteria as to the recognition of a Tangible Capital Asset, the carrying amount, annual Amortization, and any impairment

losses as per PSAB 3150.

- c. As per the Canadian Institute of Chartered Accountants section 1508, establish criteria for accounting estimates when measurement uncertainty exists.
- d. Establish roles and responsibilities for Municipal staff.
- e. Ensure consistent and transparent treatment of all Tangible Capital Assets.

2.0 Definitions

Accumulated Amortization – represents the total to date of the annual amortization expense relating to the Tangible Capital Asset since it was placed in use.

Acquisition Cost – the amount of consideration given up to acquire, construct, develop or better a Tangible Capital Asset. This includes but is not limited to installation costs, delivery and duty costs, and staffing costs.

Amortization – process of annually expensing the cost of the Tangible Capital Asset, less any Residual Value, over the Tangible Capital Asset's Estimated Useful Life.

Betterment – costs incurred to enhance the service potential of a Tangible Capital Asset. One of the following criteria must exist in order to capitalize these costs:

- Significant reduction in operating cost
- Estimated Useful Life is extended
- Quality of the output has improved

Disposals – this occurs when the Municipality releases ownership of the Tangible Capital Asset. This can happen through sale, destruction, loss or abandonment.

Estimated Useful Life – estimate of the period over which a Tangible Capital Asset is expected to be used. This can be in years or units (hours or kilometers). This period is the amount of time or units that the Tangible Capital Asset will be amortized over.

Fair Market Value - amount of consideration given for a Tangible Capital Asset between two unrelated parties in an arms-length transition where all parties are knowledgeable and willing.

Gain on Disposal – the amount of proceeds that exceed the Net Book Value of the Tangible Capital Asset when the Tangible Capital Asset is disposed of. Gains will be allocated to the department that was responsible

for the Tangible Capital Asset and transferred to the appropriate reserve (fund). This is a cash transaction.

Generally Accepted Accounting Principles – generally referred to as GAAP. This is a combination of authoritative standards and the commonly accepted ways of recording and reporting accounting information.

Loss on Disposal – the amount that the Net Book Value exceeds the proceeds realized when the Tangible Capital Asset is disposed. The loss will be allocated to the department that was responsible for the Tangible Capital Asset. This is a non-cash transaction.

Net Book Value – difference between the Tangible Capital Asset Acquisition Cost and the Accumulated Amortization.

Public Sector Accounting Board – generally referred to as PSAB, this board was created to serve the public interest by establishing accounting standards for the public sector in addition to providing guidance for financial and other performance information.

Repairs and Maintenance – costs incurred to keep the Tangible Capital Asset in working condition. These costs are expensed annually and shown on the Municipality's Statement of Operations.

Residual Value – the estimated net realizable value of a Tangible Capital Asset at the end of the Tangible Capital Asset's useful life. The Municipality generally assumes a Residual Value of \$0.

Tangible Capital Asset – non-financial Tangible Capital Assets having physical substance that include all of the following criteria:

- Are held for use and intended to be used on a continuous basis by the Municipality in the delivery of the goods and services provided to the citizens, businesses and visitors of the Municipality
- Have a useful life greater than one year
- Are not intended for sale
- The ownership and control clearly rest with the Municipality

3.0 Procedures

Tangible Capital Assets PSAB 3150

This accounting standard outlines that all Tangible Capital Assets be held at historical cost and shown on the Municipality's Statement of Financial Position. In addition, the Municipality has a Tangible Capital Asset Note to the Financial

Statement, which includes the following information:

- The Tangible Capital Assets recorded at cost
- The Net Book Value of all Tangible Capital Assets
- The Accumulated Amortization
- The annual Amortization that is expensed on the Statement of Operations
- The Disposals that occurred in the given year

This note allows the reader of the Financial Statements the ability to see what changed during the year in the Tangible Capital Assets owned by the Municipality.

Capital Leases

The Municipality may enter into an agreement with a third party to lease a Tangible Capital Asset. The lease is deemed a capital lease and will be treated as all other Tangible Capital Assets, if the Municipality receives substantially all the benefits and risks associated with the Tangible Capital Asset. At least one of the following criteria must exist for a lease to be capitalized:

- There is a reasonable chance that the Municipality will assume ownership of the Tangible Capital Asset at the end of the lease. This can be achieved if there is bargain purchasing (75% of the Fair Market Value of the Tangible Capital Asset) option for the Municipality.
- The lease term is for more than 75% of the Estimated Useful Life of the Tangible Capital Asset.
- The present value of the minimum lease payments is equal to 90% or more of the Fair Market Value of the Tangible Capital Asset at the inception of the lease.

If the thresholds are met, then a Tangible Capital Asset will be recorded with an offsetting capital lease liability for the present value of the minimum lease payment.

Tangible Capital Asset Classification

For the purpose of reporting, Tangible Capital Assets need to be classified. Tangible Capital Assets will be classified in the following groups for the Financial Statements:

- Land
- Parks & Land Improvements
- Buildings & Facilities
- Bridges & Culverts
- Machinery & Equipment

- Road Network
- Water System
- Sanitary Sewer System
- Storm Sewer System
- Fleet
- Work In Progress

In addition, each Tangible Capital Asset will be assigned to the department to which is responsible for the Tangible Capital Asset. This will allow annual amortization to be expensed to the correct department as well as ties the Tangible Capital Assets in the annual Financial Information Return.

Recording and Valuing Tangible Capital Assets

When recording Tangible Capital Assets, the Municipality has two approaches that are both accepted under GAAP, Whole Tangible Capital Asset and component.

Whole Tangible Capital Asset – this approach would see the entire Tangible Capital Assets and all components recorded and amortized as one Tangible Capital Asset. An example would be a snowplow truck.

Component Approach – under this approach, major components of a Tangible Capital Asset are recorded and amortized as separate pieces. An example of this would be a building that would be recorded as structure, roof, electrical, plumbing, and HVAC.

The Component approach is more appropriate for large scale Tangible Capital Assets that can easily be broken down into smaller Tangible Capital Assets, which can have different values and estimated useful lives.

Additional factors to consider when choosing an approach:

- Significance of the amounts
- Quantity of individual Tangible Capital Assets
- Availability/reliability of the information with respect to the specific components
- Information needs to make future decisions

Segments

Linear Tangible Capital Assets (roads, water, wastewater and stormwater pipes) will be broken down into logical segments as determined by the department responsible for the Tangible Capital Asset.

Pooled Tangible Capital Assets

In certain situations, the Municipality makes a large purchase of several smaller items. For example, books or computers. In this situation, the individual Tangible Capital Asset is below the threshold; however, the combined total is well over the threshold. If this is the case, the Tangible Capital Assets will be capitalized as a pooled Tangible Capital Asset and recorded; and amortized over the useful life.

Recording a Tangible Capital Asset

A Tangible Capital Asset should be recorded and recognized in the Financial Statements when both of the following criteria exist:

- It is probable that a future benefit to the Municipality will be obtained from the Tangible Capital Asset
- There is a reliable/appropriate base of measurement

The acquisition date of the Tangible Capital Asset is the earlier of:

- The date that the legal ownership of the Tangible Capital Asset is transferred to the Municipality
- The date that the construction of the Tangible Capital Asset is completed and ready for use

Determining when a Tangible Capital Asset is complete and ready for use requires situation specific considerations. These considerations will be made with the department responsible in conjunction with the Finance Department.

Capitalization Threshold

The threshold represents the minimum cost that an individual (or pooled) Tangible Capital Asset must have before being capitalized and shown on the Statement of Financial Position.

Costs must meet the criteria to be considered a Tangible Capital Asset and meet or exceed the following capitalization threshold.

Tangible Capital Asset	Threshold
Land	All Land purchases are capitalized
Parks & Land Improvements	\$5,000
Buildings & Facilities	\$10,000
Bridges & Culverts	\$25,000
Machinery & Equipment	\$5,000
Road Network	\$10,000
Water System	\$10,000
Sanitary Sewer System	\$10,000
Storm Sewer System	\$10,000
Fleet	\$5,000

Betterment versus Maintenance

Costs of Betterments are part of the Tangible Capital Asset and therefore capitalized whereas maintenance costs are expensed annually on the Statement of Operations. Major Betterments should be included in the annual Capital Budgets whereas repairs and maintenance should be included in the annual Operating Budgets of the respective departments.

To be considered a Betterment, the cost must be equal to or greater than 20% of the historical cost for both individual and pooled Tangible Capital Assets. In addition to criterion, one of the following must also exist:

- The Estimated Useful Life is extended by 25%
- The costs result in an increased capacity of at least 25%
- The efficiency of the Tangible Capital Asset has increased by 15%
- The operational costs decreased by 15%

When a cost cannot be differentiated between a Betterment and maintenance, the cost will be considered an expense and shown in the annual Statement of Operations.

Valuing Tangible Capital Assets

Tangible Capital Assets are considered non-financial Tangible Capital Assets and are included in the Statement of Financial Position. In accordance with GAAP, the historical cost of the Tangible Capital Asset must be used when capitalizing the expenditures.

Costs can include:

- Purchase price of the Tangible Capital Asset
- Direct construction costs including labour (external) and materials
- Installation costs
- Design and engineering fees
- Legal and surveying fees
- Site preparation
- Freight and duty costs
- Insurance costs related to the transportation of the Tangible Capital Asset

For projects that result in multiple Tangible Capital Assets, for example a building, the general costs will be distributed based on the percentage of the individual Tangible Capital Assets.

Municipal staffing costs (salaries and benefits) can be allocated to the capital project; however, the staff members' time must be clearly attributable to the project and not include hours working on other items. Whether staffing costs can be capitalized is at the sole discretion of the Treasurer.

Interest costs related to the financing of a Tangible Capital Asset will not be capitalized but rather expensed through the annual Statement of Operations.

Contributed or Donated Tangible Capital Assets

The Municipality can have Tangible Capital Assets either donated or contributed to the delivery of the services provided by the Municipality. A donated Tangible Capital Asset could be a piece of land given for the purposes of a park and a contributed Tangible Capital Asset could be linear works received during the assumption of a subdivision.

These Tangible Capital Assets need to be capitalized at the Fair Market Value on the date of contribution and included on the Statement of Financial Position.

For donated Tangible Capital Assets, the department receiving the Tangible Capital Asset should obtain an independent valuation from a third-party, such as an appraisal or engineering professional opinion. This third-party valuation will be the Fair Market Value assigned to the donated Tangible Capital Asset.

For contributed Tangible Capital Assets, the department receiving the Tangible Capital Assets will obtain the Fair Market Value of the Tangible Capital Assets through the development contract or agreement.

If a Fair Market Value cannot be determined by the process outlined above, then a nominal value will be used and a note to disclose this information

will be included with the Statement of Financial Position.

Amortization

Amortization reflects the annual cost to the Municipality of the Tangible Capital Assets. As the Tangible Capital Asset is consumed (through the Estimated Useful Life) a portion is allocated as an operating expense through amortization.

The Municipality will utilize the straight-line method of amortization which includes the Half Year Rule. This rule states that only 50% of the annual amortization will be booked in year one.

Land is the only category of Tangible Capital Assets that will not be amortized.

As per section PSAB 3150.29, the amortization method of Estimated Useful Life of a Tangible Capital Asset should be adjusted if one of the following events occurs:

- A change in how the Tangible Capital Asset is used
- Removal of the Tangible Capital Asset out of service for an extended period of time (one year or more)
- Physical damage to the Tangible Capital Asset
- Significant technological advancements
- Change in the demand for the service that the Tangible Capital Asset provides
- Changes in legislation that affect the period of time over which a Tangible Capital Asset can be used.

Amortization is reviewed on an annual basis through the completion of the Financial Statements.

Estimated Useful Life

The estimated useful life (included in Appendix A) is the shorter of either the physical, technological, commercial or legal life. Using professional judgement, staff have assigned an estimated useful life for the various Tangible Capital Assets that are owned and operated by the Municipality. Although the physical life of the Tangible Capital Asset may differ, the intent is to try and make these two useful lives the same. Factors that go into setting the estimated useful life include:

- Experience with similar Tangible Capital Assets
- Third party knowledge of the Tangible Capital Assets
- Expected usage of the Tangible Capital Asset in conjunction with the maintenance program

Impairment of a Tangible Capital Asset

When a Tangible Capital Asset is no longer able to provide the good and or service that it was purchased to perform, the Net Book Value of that Tangible Capital Asset needs to be reduced to reflect the new Fair Market Value of the Tangible Capital Asset to the Municipality. Any impairments will be expensed to the responsible department and will be shown on the annual Statement of Operations.

Indications of an impairment include:

- A change in how the Tangible Capital Asset is used
- A change in the manner to which a Tangible Capital Asset is used
- Physical damage to the Tangible Capital Asset
- Significant technological advancements
- Change in the demand for the service that the Tangible Capital Asset provides
- A decision to halt construction before the Tangible Capital Asset is in a useable condition

Disposals

On disposal, the historical cost and accumulated amortization is removed from the Statement of Financial Position. As per PSAB 3150, the difference between the net proceeds on disposal and the Net Book Value of the Tangible Capital Asset is accounted for as either revenue (Gain on Disposal) or expense (Loss on Disposal) through the Statement of Operations.

Disposals of a Tangible Capital Asset may occur by sale, trade-in, destruction, loss or abandonment.

Tangible Capital Assets under Construction (Work in Progress)

During construction or the ordering process of a Tangible Capital Asset the costs will be recorded to the Work in Progress inventory account. Once the Tangible Capital Asset is completed and ready to be transferred into use, the Tangible Capital Asset is then transferred to the correct Tangible Capital Asset classification.

Tangible Capital Assets included in the Work in Progress account are not amortized until they are considered in service. All costs included in Work in Progress must be written off if construction of the Tangible Capital Asset is terminated or deferred indefinitely or has been in Work in Progress for five years, whichever is earlier.

Review Cycle

This policy will be reviewed once every term of Council.

Tangible Capital Asset	Description	New Estimated Useful Life (Years)
Land	<p>Real Property in the form of a plot, lot or area. Includes the purchase price and all closing costs to acquire the land.</p> <p>Examples: Municipal Park, Beach Property, Undeveloped Picnic Site, Festival Grounds, Playgrounds, Look Out Site, Heritage Area/Historic Sites, Cemetery, Subdivision, Trailer Park, Ecological Reserve, Training Grounds, Landfill Site, Waste Disposal Site/Dump and Road Allowances</p>	Indefinite
Land Improvements	<p>Includes all costs excluding land and buildings incurred in the development of land to facilitate various recreations and economic pursuits.</p> <p>Examples include but are not limited to landfill site development, driveways, parking lots, bike paths, sidewalks, fences, ball diamonds, and tennis courts.</p> <ul style="list-style-type: none"> • Playground Structures 10 • Soccer Fields 30 • Ball Diamonds 30 • Basketball Courts 15 • Running Track 30 • Bowling Green 30 • Skateboard Park 15 • Trails & Boardwalks 20 • Fencing 10 • Fountains 10 • Outdoor Lighting 20 • Tennis Courts 20 • Landscaping 10 • Retaining Walls 15 • Pavillion/Gazebo 20 • Erosion Control structures 25 • Parking Lots <ul style="list-style-type: none"> • Gravel 15 • Asphalt 40 • Concrete 75 	
Buildings	<p>All buildings, which function independent of an infrastructure network and are made of solid construction.</p> <ul style="list-style-type: none"> • Concrete/Brick/Steel 50 • Wood 30 <p>Includes Town office, fire hall, office buildings, museum, library, sport and recreation facilities, municipal depot, maintenance garages, storage sheds, park washrooms, Heritage/Interpretation centers, pumping sites, pumping stations, water supply building/water towers, purification/chlorination plant and equipment, sewer lift station, airport terminal, treatment plant</p>	
Vehicles	Automobiles, vans, light trucks (1 ton and under), trailers, snowmobiles, by-law enforcement vehicles, animal control vehicles, ice resurfacing machine, bus, mini bus	12
Machinery & Equipment	All types of machinery or equipment used in the operation of delivery and providing municipal services.	12
Heavy Equipment	<p>All types of machinery and equipment.</p> <ul style="list-style-type: none"> • Salt & Dump Trucks 15 • Graders & Heavy Construction Equipment 20 • Fire Apparatus 20 • All other equipment & attachments 12 	

Tangible Capital Asset	Description	New Estimated Useful Life (Years)
Computer Hardware, Software & Communications Equipment	<p>Purchase installation of computers, peripherals and LAN servers off-the-shelf and related upgrades or communication licenses for individual personal Equipment computers, as well as LAN or communication software.</p> <p>Does not include the purchase, design and development of major applications. All major applications should be evaluated individually.</p> <p>Examples: PC, Laptops, printers, scanners, fax machines, photocopiers, telephones, cell phones, 2-way radios, paging system, cameras.</p>	4
Furniture & Fixtures	Including but not limited to desks, chairs, file cabinets, water dispensers	10
Leasehold Improvements	Costs to renovate, modify or improve accommodations leased by the municipality.	Variable
Road Surface	<ul style="list-style-type: none"> • Asphalt - LCB • Asphalt - HCB • Gravel Surface • Guard Rails • Asphalt - LCB - Resurface • Asphalt - HCB - Resurface • Gravel Surface - Resurface 	20 40 100 15 7 15 10
Road Grade	<p>Includes formation works.</p> <p>Includes the initial application of granular on gravel roads.</p> <p>Future applications of gravel are an operating expense.</p>	30
Bridges	<p>Structures with a span of greater than 3 metres.</p> <ul style="list-style-type: none"> • Timber/wood • Precast concrete • Concrete pre-stressed • Steel w/o trusses • Steel with trusses • Earth filled (arch bridge) 	50 100 100 75 75 75
Signs	<p>Examples include Traffic. Road. Street. Construction, Advertising signs</p> <p>Includes all signs such as Traffic, Road, Street, Construction, Advertising signs</p>	15
Lighting	<p>Includes traffic lights and street lights for Lights illumination</p> <ul style="list-style-type: none"> • Traffic lights • Streetlights 	15 15
Safety Devices	Examples include Barricades, Pylons	5
Culverts	<p>Includes culverts of any diameter with a span of less than 3 metres</p> <ul style="list-style-type: none"> • Pre-cast Concrete • Galvanized Steel • HDPE Plastic 	50 40 100
Sidewalks & Curbs	<ul style="list-style-type: none"> • Asphalt • Concrete • Paving stone • Curbs 	40 75 40 50
Drainage System	Ditch/Trench	50
Watermains	<p>Underground networks such as water distribution systems</p> <ul style="list-style-type: none"> • Plastic: PVC & HOPE • Copper, Galvanized, Ductile and Cast Iron • Asbestos cement • Reinforced Concrete Pipe 	80 60 60 80

Tangible Capital Asset	Description	New Estimated Useful Life (Years)
Sewer mains	Underground networks of waste water collection storm drainage collection systems.	
	Sanitary Sewer Lines and Storm Sewers	
	• Metal Corrugated	20
	• Concrete - not reinforced	60
	• Ductile Iron and Cast Iron	80
	• Plastic PVC & HDPE	80
	• Clay	60
	• Asbestos cement	80
	• Steel/Corrugated steel	20
	• Manholes and storm drains	60
Sewer Structure (waste water)	• Septic Systems	30
Other assets not captured above	• Fire Hydrants	60
	• Water Chamber	10
	• Water Meters	15
	• Water Tanks	60
	• Standpipes	60
	• Reservoirs	60
	• Wells	50
	• Water Pump & Motor	10
	• Sewage Pump	15



Staff Report

Council Meeting Date: September 8, 2025

Subject: FIN-2025-19 – 2026 Municipality of Arran-Elderslie Mayor's Budget

Report from: David Munro, Interim Treasurer

Emily Dance, Chief Administrative Officer

Attachments: Draft Mayor's Budget Survey

Recommendation

Be It Resolved that Council hereby receives for information Report FIN-2025-19 – 2026 Municipality of Arran-Elderslie Mayor's Budget.

Background

Under Strong Mayor Powers, 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).

At the June 23, 2025 Council Meeting, Mayor Hammell confirmed his intention to work with staff in the traditional manner to propose the annual municipal budget at the end of the year. This collaborative approach will ensure that the budget reflects the needs and priorities of the municipality and ensure input from the public,

members of Council, and staff recommendations through established consultation processes.

Analysis

As part of the approach to the 2026 Mayor's budget, a community budget survey will be incorporated into the commenting process

The 2026 Budget Survey is designed to gather comprehensive public input on budget priorities, service satisfaction, and communication preferences. It begins by collecting demographic details, property type, years lived in Arran-Elderslie, and age group. It then explores how residents access budget information and their familiarity with the budget process. Respondents are asked to rate their satisfaction with municipal services and identify their top three priorities for the 2026 budget, such as road maintenance, emergency services, recreation, and environmental initiatives.

The survey also seeks feedback on potential areas for spending reductions, preferences for handling increased costs (e.g., tax increases, user fees, service cuts), and willingness to support a small tax increase to maintain service levels. Finally, it asks about preferred communication methods, past participation in the budget process, perceived impact of public input, and invites open-ended feedback on missing information and suggestions for the budget. This structure ensures that the Municipality receives both quantitative and qualitative insights to guide budget planning.

The 2026 budget preparation is underway with the following proposed dates:

Date	Description
August 2025	FMW Budget Training for new staff; refresh training for those that need assistance
September 2	FMW Budget program open to Managers – Operating and Capital
September 10	Community Budget Survey Opens
September 24	Community Budget Survey Closes
October 1	Draft Budget Submission Operating & Capital FMW rollover
September/October	Individual Council Members / Staff Budget discussions

October 2-10	Manager meetings with CAO and Treasurer/ review of Community Survey Results
October 14-17	Managers refine budget based on discussions / Community input
October 20-21	Mayor/CAO/Treasurer finalize budget (Draft 1)
October 22	Budget Report for Agenda Package Due
October 27	Draft #1 Budget presented to Council
November 12 4pm-6pm	Public Meeting to present draft budget and gather further public input
November 24	Draft #2 Budget presented to Council
December/January	Final Budget presented to Council

Under the Strong Mayor Powers framework, the Mayor's proposed budget is considered "deemed to be adopted" based on legislated timelines, rather than being formally approved by Council. However, Mayor Hammell has expressed a clear intention to continue engaging in the traditional collaborative budget process, working closely with staff and seeking the support of Council to ensure the budget reflects the priorities of the municipality.

Link to Strategic/Master Plan

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

There is no immediate financial impact associated with this report.

Approved by: Emily Dance, Chief Administrative Officer

2026 Budget Community Input Survey

Thank you for participating in the 2026 Budget Community Input Survey. Your feedback will help shape our municipal budget and ensure community priorities are reflected. This survey is an opportunity for residents and business owners to share their perspectives on services, capital projects, and taxation.

* Required

1. Which of the following statements describes your connection to the Municipality of Arran-Elderslie? Please select all that apply: *

- ☐ I live in Arran-Elderslie
- ☐ I own a business in Arran-Elderslie
- ☐ I work in Arran-Elderslie
- ☐ I own property in Arran-Elderslie
- ☐ Other (please specify)

2. What type of property do you have in Arran-Elderslie? *

- ☐ Residential
- ☐ Commercial
- ☐ Agricultural
- ☐ Industrial
- ☐ I do not own property in Arran-Elderslie

3. How many years have you lived in the Municipality of Arran-Elderslie? *

- ☐ Less than 1 year
- ☐ 1-5 years
- ☐ 6-10 years
- ☐ 11-20 years
- ☐ More than 20 years
- ☐ I do not live in Arran-Elderslie

4. What is your age? *

- ☐ Under 18
- ☐ 18-24
- ☐ 25-34
- ☐ 35-44
- ☐ 45-54
- ☐ 55-64
- ☐ 65 or older
- ☐ Prefer not to say

5. Where do you go to receive information about the Municipality's budget? *

- ☐ Municipal Website
- ☐ Municipal Social Media Platforms
- ☐ Member of Council or Staff
- ☐ Community Meetings or Open Houses
- ☐ I haven't looked for information about the budget before

6. How familiar are you with the Municipality's annual budget process? *

- ☐ Very Familiar
- ☐ Somewhat Familiar
- ☐ Not Familiar

7. How satisfied are you with current municipal services? *

Very dissatisfied ☆ ☆ ☆ ☆ ☆ Very satisfied

8. Rank the importance of these municipal services. *

Roads
Recreation Programs and Facilities
Fire and Emergency Services
Water and Wastewater Services/Stormwater
Waste Management and Recycling
Economic Development/Tourism
Parks and Trails
By-law Enforcement

9. Please share if you feel there are any services or programs you think the Municipality should invest more in. *

--

10. If the municipality had to reduce spending, which areas should be considered for reduced funding? *

- ☐ Roads
- ☐ Recreation Programs and Facilities
- ☐ Fire and Emergency Services
- ☐ Water and Wastewater Services/Stormwater
- ☐ Waste Management and Recycling
- ☐ Economic Development/Tourism
- ☐ Parks and Trails
- ☐ By-law Enforcement

...

11. How do you prefer the Municipality handle increased costs or service demands? *

- ☐ Increase property taxes
- ☐ Reduce municipal services
- ☐ Introduce new user fees
- ☐ Seek alternative funding (e.g., grants, reserve funds)
- ☐ Implement development charges

12. Would you support a small tax increase to fund new projects? *

- ☐ Yes
- ☐ No
- ☐ Not sure
- ☐ Maybe

13. What's the best way for the Municipality to keep you informed about the budget? (Select all that apply) *

- ☐ Municipal Website
- ☐ Email Newsletter
- ☐ Municipal Social Media Platforms
- ☐ Community Meetings or Open Houses
- ☐ Direct Mail
- ☐ Other

14. Do you feel your input has an impact on the budget decision? *

- ☐ Yes
- ☐ No
- ☐ Unsure
- ☐ Maybe

15. Any additional thoughts or comments?

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Microsoft Forms

Staff Report

Council Meeting Date: September 8, 2025

Subject: EcDev-2025-19 International Plowing Match (IPM) 2026 – Tourism and Promotion Initiatives

Report from: Jennifer Isber-Legge, Economic Development Coordinator

Attachments:

Recommendation

Be It Resolved that Council hereby receives for information Report EcDev-2025-19 International Plowing Match (IPM) 2026 – Tourism and Promotion Initiatives, with further details to be provided during 2026 budget deliberations.

Background

The International Plowing Match (IPM) is one of the largest outdoor events in rural Ontario, drawing visitors from across the province and beyond. In 2026, Bruce County will host the IPM just outside Walkerton, providing a significant platform for Arran-Elderslie to promote its unique attractions, businesses, and communities.

Analysis

Arran-Elderslie Proposed Initiatives

1. Tourism Brochure – “Arran-Elderslie Tour”

- A new brochure will be developed with input from our Community Working Groups highlighting ten key attractions across the municipality.
- Featured stops will include:
 - Big Bruce
 - The Tara Mammoth
 - Paisley’s Saugie the River Monster
 - Allenford Community Park
 - Key viewpoints, natural attractions, and cultural landmarks spanning our municipality

- Stops will be checked off and a prize awarded to completed tours.
- The brochure will encourage IPM attendees to explore our area and provide a resource for continued tourism promotion beyond the event.

2. **Free Bus Tour – “Afternoon in Arran-Elderslie”**

- A complimentary shuttle bus is being planned to bring visitors from the IPM campground into Arran-Elderslie for a half day adventure.
- Proposed route will include:
 - Lunch stop in Paisley
 - Visit to Big Bruce
 - One to two additional stops to showcase community highlights.
- This initiative aims to increase day-trip spending in local businesses and provide visitors with a welcoming, memorable experience.

3. **Bruce County Showcase Participation**

- Arran-Elderslie will take part in the **Bruce County Showcase**, a large, coordinated exhibit led by Bruce County’s Economic Development Department.
- Each municipality will host a table and be featured in the showcase, allowing Arran-Elderslie to present its communities, attractions, and opportunities to the broader audience.
- The objective is not only to draw visitors to our communities during the event, but also to encourage return visits and long-term tourism growth.

Link to Strategic/Master Plan

6.2 Supporting Businesses and the Local Economy

Financial Impacts/Source of Funding/Link to Procurement Policy

All initiatives—including brochure development, bus tour logistics, and showcase participation—will be fully costed and presented as part of the 2026 budget deliberations under Economic Development. In parallel with municipal budget planning, staff will proactively pursue external grants and funding opportunities to help support and offset the associated costs.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: September 8, 2025

Subject: SRCLK.2025-27 - Council Remuneration Policy Update

Report from: Christine Fraser-McDonald, Clerk

Attachments: Council Remuneration and Expenses Policy FIN03-2021

Recommendation

Be It Resolved that Council hereby approves Report SRCLK.2025.27 -; Council Remuneration Policy Update

AND directs staff to investigate the remuneration policies of surrounding municipalities, including but not limited to honorarium levels, per diem structures, expense reimbursement practices and mileage;

AND FURTHER that a report be brought back to a future Council meeting with a comparative analysis and recommendations for potential amendments to the Municipality's policy.

Background

The current Council Remuneration Policy, enacted under Bylaw 63-2021, outlines compensation, per diem rates, expense reimbursement, and participation guidelines for Members of Council, Committee Members, and other Appointees. The policy has served as a foundational framework for municipal governance and accountability.

Analysis

The policy has remained unchanged since 2021. Compensation Rates remain unchanged from the 2021 baseline but continue to be adjusted annually based on the cost-of-living increase applied to union staff.

It would be prudent to undertake a review of remuneration rates across surrounding municipalities to ensure that any proposed adjustments are in place prior to the commencement of the 2026 Council term.

To ensure the Municipality of Arran-Elderslie remains competitive and equitable in its remuneration practices, it is recommended that:

Council direct staff to investigate the remuneration policies of surrounding municipalities, including but not limited to:

- Annual honorarium levels
- Per diem structures
- Expense reimbursement practices
- Conference and seminar participation limits
- Mileage

Should Council approve the recommendations outlined in this report, the subsequent steps will involve:

1. Staff will compile remuneration data from neighboring municipalities.
2. A summary report will be presented to Council outlining findings and potential recommendations.

Staff recommends that the following municipalities be engaged for the purpose of gathering comparative data on council remuneration practices:

- Municipality of Northern Bruce Peninsula
- Town of South Bruce Peninsula
- Town of Saugeen Shores
- Municipality of Kincardine
- Municipality of South Bruce
- Municipality of Brockton
- Township of Huron-Kinloss
- Township of Georgian Bluffs
- Township of Chatsworth
- Municipality of West Grey

It should also be noted that the Municipality of Arran-Elderslie benefits greatly from the dedication of volunteer committee members who contribute their time and expertise to support municipal initiatives. While the current volunteer policy outlines general expectations and responsibilities, it does not specifically address volunteers serving on boards and committees or the potential for reimbursement of expenses related to their service.

Recent internal discussions have highlighted the need to define the role of committee volunteers more clearly and to consider whether reimbursement mechanisms should be introduced to support their participation.

Staff recommends that Council direct staff to investigate and report back on the feasibility, scope, and potential policy framework for reimbursing volunteer committee members for eligible expenses incurred while performing their duties.

Link to Strategic/Master Plan

6.6 Modernizing Services

Financial Impacts/Source of Funding/Link to Procurement Policy

There are no financial implications at this time. It is proposed that any adjustments to council remuneration be considered as part of the 2026 municipal budget deliberations.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: September 8, 2025

Subject: CAO-2025-26 Association of Municipalities of Ontario Conference

Report from: Emily Dance, Chief Administrative Officer

Attachments:

Recommendation

Be It Resolved that Council hereby receives for information Report CAO-2025-26 Association of Municipalities of Ontario Conference

Background

Mayor Steve Hammell and CAO Emily Dance represented the Municipality of Arran-Elderslie at the 2025 Association of Municipalities of Ontario (AMO) Conference, held August 17–20, 2025 at the Rogers Centre in Ottawa. This annual event convenes thousands of elected officials and senior municipal staff from across Ontario to address critical issues including healthcare, infrastructure, and economic resilience.

Analysis

Delegation Requests and Engagements

The Municipality submitted three formal delegation requests:

1. Ministry of Agriculture – Recycling of twine, bale wrap, and silage plastic
2. Ministry of Health – Chesley Hospital
3. Ministry of Infrastructure – Bridge Funding

Ministry of Agriculture

Although the Municipality's request for a direct delegation was not accepted, Mayor Hammell successfully participated in the Bruce County delegation with Minister Trevor Jones (Agriculture). During this session, he raised the issue of agricultural plastics recycling, contributing to broader discussions on agri-food investment and supply chain resilience.

Ministry of Infrastructure

Due to the high volume of requests, the Ministry was unable to accommodate an in-person meeting. However, they have committed to scheduling a virtual follow-up meeting post-conference. This offer ensures continued dialogue on the Municipality's infrastructure funding needs.

Ministry of Health

Mayor Hammell and CAO Dance met directly with Deputy Premier and Minister of Health Sylvia Jones to advocate for the future of the Chesley Hospital. They emphasized the urgent need to maintain accessible healthcare services in rural communities, citing ongoing emergency room closures and staffing shortages at the South Bruce Grey Health Centre. Their advocacy was supported by Warden Luke Charbonneau and MPP Paul Vickers.

Link to Strategic/Master Plan

6.5 Engaging People and Partnerships

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: September 8, 2025

Subject: CAO-2025-25 Powerbank Corp (Solarbank) BESS – 157 7th Ave SW
Chesley Appeal to the Ontario Land Tribunal

Report from: Emily Dance, Chief Administrative Officer

Attachments: BLG Cover letter to the Ontario Land Tribunal August 18, 2025
Notice of Decision, July 29, 2025, Municipal Conditions Letter
August 5, 2025.

Recommendation

Be It Resolved that Council hereby receives for information Report CAO-2025-25 Powerbank Corp BESS – 157 7th Ave SW Chesley Appeal to the Ontario Land Tribunal

Background

Powerbank Corp, formally Solarbank Corp, has been actively engaged over the past few years with the Municipality of Arran-Elderslie regarding the development of a Battery Energy Storage System (BESS) in Chesley. The proposed facility includes an approximate 4.99 MW / 19.96 MWh BESS, access laneway, and hydro connections, and was contracted under the IESO's E-LT1 Procurement

In 2023, the initial proposed location for the Tara BESS project was 60 Industrial Park Road, Chesley; however, that proposal did not proceed. Since then, the development has been brought forward for Council's consideration at three alternative site locations, all situated at 157 7th Street SW, Chesley.

On July 29, 2025, the County of Bruce provisionally approved the consent application (File No. B-2024-075) to permit a long-term lease for the BESS facility, subject to seven conditions.

Powerbank Corp has appealed two of these conditions specifically, the requirement to enter into agreements with the Municipality and for the Municipality to confirm fulfillment of those conditions

Analysis

The appeal is both surprising and disappointing. The appellant's planning consultant had previously confirmed agreement with the conditions in discussions with both the Chief Administrative Officer and the County Planner (confirmed in writing). The reversal of position undermines the cooperative efforts made by all parties and shifts the focus away from collaboratively working together to focus on the legal matters.

The conditions currently under appeal, as outlined in the Municipal Conditions letter, clearly stipulate that the applicant is required to enter into a Site Plan Agreement, a Community Benefit Agreement, and obtain an entrance permit. All these requirements are already in progress and being actively addressed by staff. These agreements and permit are not only reasonable but necessary to ensure the development proceeds responsibly and in alignment with community expectations.

The Municipality has devoted significant time to advancing this file, including third party technical review, coordination with external agencies, and legal consultation, delegations to Council and meetings with staff. The appeal introduces additional strain on limited municipal resources and will require further legal engagement to defend the Municipality's position.

The tone and nature of the appeal are viewed as unnecessarily adversarial and have had a negative impact on staff. The lack of prior notice or consultation before filing the appeal was particularly discouraging, given the extensive time and attention already devoted to the file. Staff have worked diligently to support the project through multiple site plan revisions, technical reviews, coordination with external agencies, and legal input. The abrupt shift to a formal appeal without any indication or opportunity for dialogue has diverted staff from other priority initiatives, and eroded trust in the collaborative process.

The Municipality has also communicated its concerns to the Independent Electricity System Operator (IESO), emphasizing that the appeal undermines the goodwill built with the community and contradicts the principles of meaningful municipal engagement outlined in the LT1 procurement framework.

Municipal staff, in consultation with the Municipal Solicitor, will work collaboratively with the County of Bruce to prepare and submit a coordinated response to the appeal, in accordance with the Municipality's obligations under the Planning Act. Further updates will be provided to Council as the matter progresses.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

The Municipality will incur legal costs and additional staff time will be required to respond to the appeal. These expenses are not covered by the developer's deposit and represent a diversion of municipal resources from other priority initiatives.

Approved by: Emily Dance, Chief Administrative Officer

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 blg.com



File No. 044272/000002

August 18, 2025

Delivered by Email and OLT E-File Service
bcplwi@brucecounty.on.ca

County of Bruce
 30 Park Street, PO Box 848
 Walkerton, ON, N0G 2V0

Attention: County Clerk

Re: Notice of Appeal – Condition of Consent for Lease Approval pursuant to s. 53(19) of the *Planning Act*

Municipal Address: 157 7th Street SW, Chesley

Legal Address: PT LT 29 CON 1 ELDERSLIE; PT PARKLT T PL 217 PT 1, 3R7328 AND PART 2 PLAN 3R7748, EXCEPT PT 1 & 2, 3R7744, PT 4, 5, 6, 3R7734 AND PT 1, 3R7748; S/T INTEREST IN R374792, RELEASED AS TO PTS 6 & 7 3R7734 BY BR60650; MUNICIPALITY OF ARRAN-ELDERSLIE

Municipality: Municipality of Arran-Elderslie, County of Bruce

Municipal File No.: B-2024-075 (referred to as “B-2025-075” on the Decision of the Approval Authority)

We are counsel for SolarBank Corp (now “PowerBank Corp”) who, behalf of the landowner, Amos Kuepfer, made an application for Consent to establish a long term lease on lands municipally known as 157 7th St., Chesley (“Subject Lands”), and assigned municipal file number B-2024-075 (the “Consent”). On behalf of PowerBank Corp, we appeal the decision of the Consent to the Ontario Land Tribunal under section 53(19) of the *Planning Act* in respect of two conditions imposed. The Consent application was provisionally approved by Bruce County; however, PowerBank Corp. has concerns with respect to the Conditions of Provisional Approval, and raised those concerns to the approval authority on July 2nd, 2025 and various times thereafter.

The application for Consent to Lease was made in the context of Section 50(3) of the *Planning Act* to permit a lease on the Subject Lands for a period longer than 21 years. The proposed consent is intended to accommodate a Battery Energy Storage System (BESS) to be operated for this time period.

PowerBank Corp. submitted an application to the Municipality of Arran-Elderslie for Site Plan Approval on February 26, 2025, related to the proposed BESS and Consent.

The Planning Justification Report dated February 21, 2025, prepared by DeLoyde Development Solutions on behalf of PowerBank Corp., was provided to the municipality as part of the Consent application. We will provide the Tribunal with a copy of this report in due course.

Decision Being Appealed

On July 29, 2025, the County of Bruce provisionally approved Consent Application B-2024-075, subject to seven (7) conditions. SolarBank has concern with Conditions 2 and 4, which state:

“2. That the owner enter into an Agreement with the Municipality, if deemed necessary by the Municipality of Arran-Elderslie, to satisfy all the requirements, financial or otherwise of the Municipality, which may include, but shall not be limited to, the provision of parkland (or cash-in-lieu of land), roads, installation of services, facilities, drainage and the timing and payment of a development charge.”

“4. That the Municipality provide written confirmation to the Approval Authority that the municipal conditions as imposed herein have been fulfilled.”

Reasons for appeal of the Conditions of Provisional Approval

In considering an application for consent under Section 53 of the *Planning Act*, the approval authority may impose conditions that are “reasonable” and have “regard to the nature of the development proposed for the subdivision [*consent*]”, as per Section 51(25) of the *Planning Act*. The approval authority may impose conditions that require the owner enter into agreements with the municipality for matters that the approval authority may consider necessary. However, Conditions 2 and 4 are overly broad in scope and application, lack certainty, and are not “reasonable”:

- These conditions are unreasonably vague. The phrase “if deemed necessary” allows the Municipality unreasonably broad discretion to impose agreements which otherwise may not be authorized by legislation or serve a defined planning purpose. The approval authority should have been more specific for what type of agreement or agreements are deemed necessary and reasonable in the context of the Consent or at a minimum reference the authority for the agreements (ex. agreements authorized under the *Planning Act*). Without this specificity, it could be impossible for an applicant to satisfy this condition.
- The condition does not identify a specific and relevant land use impact arising from the Consent that would necessitate an agreement to be addressed;
- The list of possible agreements is open-ended and limitless, potentially including matters entirely unrelated to the Consent. The condition cites “*the provision of parkland (or cash-in-lieu of land), roads, installation of services, facilities, drainage and the timing and payment of a development charge*”, but specifies that agreements are not limited to such matters: “*but shall not be limited to*”. In order for the conditions to be attainable, the approval authority must be specific in what agreements are required to be entered into at the time of provisional approval.
- The condition does not conform to Section 51(24) of the *Planning Act*. The condition is not necessary to ensure the orderly development of the municipality, does not relate to matters

of provincial interest, is disproportionate to the scope of the Consent, and is not attainable as written.

The Application Represents Good Planning and is in the Public Interest

1. The Application has regard matters of provincial interest

Section 2 of the *Planning Act* outlines matters of provincial Interest, and states that “*The council of a municipality... in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,*”. Matters of provincial interest include:

- the protection of ecological systems, including natural areas, features and functions;
- the protection of the agricultural resources of the Province;
- the supply, efficient use and conservation of energy and water;
- the conservation and management of natural resources and the mineral resource base;
- the minimization of waste;
- the protection of public health and safety;
- the mitigation of greenhouse gas emissions and adaptation to a changing climate.

The Consent will facilitate the implementation of a BESS facility on the Subject Property. The proposed BESS facility implements matters of provincial interest. In particular, the facility will contribute to an efficient use of energy and resources, minimize waste and is a technology that is responsive to a changing climate.

2. The Application is consistent with the Provincial Planning Statement

The PPS establishes a policy context for the creation of communities that plan to reduce greenhouse gas emissions, and that provide opportunity for the expansion of energy supply systems. Relevant policies include Policy 2.9.1 and 3.8.1 which state as follows:

Policy 2.9.1 *Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the impacts of a changing climate through approaches that:*

- c) support energy conservation and efficiency;*
- d) promote green infrastructure, low impact development, and active transportation, protect the environment and improve air quality; and*
- e) take into consideration any additional approaches that help reduce greenhouse gas emissions and build community resilience to the impacts of a changing climate*

Policy 3.8.1 *Planning authorities should provide opportunities for the development of energy supply including electricity generation facilities and transmission and distribution systems, energy storage systems, district energy, renewable energy systems, and alternative energy systems, to accommodate current and projected needs.*

Energy Storage System is defined to mean “*a system or facility that captures energy produced at one time for use at a later time to reduce imbalances between energy demand and energy production, including for example, flywheels, pumped hydro storage, hydrogen storage, fuels storage, compressed air storage, and battery storage.*” A BESS is an energy storage system.

The Consent will facilitate the proposed BESS, which is explicitly permitted and encouraged by the PPS, and municipalities are required to plan to reduce greenhouse gas emissions and prepare for climate change. The proposed BESS is a use that will enhance clean energy opportunities by storing underutilized energy for use at peak demand times, reducing energy waste and making efficient use of existing power generation.

3. The Application Conforms with the County of Bruce Official Plan

The County of Bruce Official Plan, 2010 (“County OP”) is the upper-tier land use planning framework that guides the long-term growth, development, and conservation of lands within the County’s jurisdiction. The Subject Lands are designated as “Primary Urban Communities” and “Built-up Area” in the County OP.

A broad variety of uses including residential, home occupations, commercial, industrial and institutional land uses are permitted in the “Primary Urban Communities” designation (S. 5.2.2.3), with policies directing local Official Plans to include, at a minimum, land use policies dealing with “*Industrial, including a broad range of industrial uses, and policies dealing with the redevelopment of industrial sites*” (S. 5.2.2.4(iii)).

For “Primary Urban Communities”, Consent policies are provided in **Section 5.2.2.6**, stating:

“Development by consent for the creation of new lots may be permitted as outlined in a Local Official Plan and in accordance with Section 6.24.5 [Land Division Policies] of this Plan.”

Section 6.24.5 states:

“.1 County Council or its delegate is responsible for approving consent applications, as per the Planning Act. The following policies apply to applications for dividing land or interest in land within the County. These policies provide overall direction for the land division process. For specific land use designations, refer to subsequent Sections in addition to these general policies.

.2 An application for consent must address matters of provincial interest according to Provincial direction including but not limited to the criteria for plans of Subdivision in the Planning Act

.3 Severed and retained lots must front on existing public or common element condominium roads that are open and maintained year-round. These roads must be constructed to a standard of construction capable of handling the additional traffic from the proposed development.

.4 Servicing for the severed and retained lots must comply with this Plan's policies.

[...]

.7 When a consent is granted, conditions may be imposed on the severed and retained lots to ensure proper development. This may include, without limitation, stormwater management plans, lot grading plans, tree management plans, parkland dedication, road widening dedication, archaeological assessment, and servicing requirements.

.8 The application must represent an orderly and efficient use of land, not hindering development of the retained lands.”

Although the Consent is not for land division which is the stated intent of these foregoing policies, the Consent for lease conforms with the criteria as outlined in Section 6.24.5 including that the Consent addresses matters of provincial interest, and that the Consent represents an orderly and efficient use of land not hindering development of the retained lands. Further, the proposed BESS use is permitted in the County OP, thus the application conforms with the County OP.

The County provisionally approved the application, in the context of the County OP, including Policy 6.24.5.7 that guides that conditions may be imposed to a decision of consent. However, Policy 6.24.5.7 would require that conditions, if applicable, be imposed at the time of granting consent, and that those conditions must be related to specific matters related to ensuring proper development.

4. The Application Conforms with the Local Official Plan

The Official Plan for the Urban Areas of Chesley, Paisley, Tara/Invermay Municipality of Arran Elderslie, 2004 (“Local OP”) is the lower-tier land use planning framework. The Subject Lands are designated “Industrial” and “Built-up Area” in the Local OP.

The goals of the “Industrial” designation, per **Section 3.4.1**, are:

“To provide a suitable range of sizes and types of industrial sites that are well situated with good access to municipal services and road facilities.

To promote the available industrial sites by placing an emphasis on their cost advantage and location in a pleasant community.”

Section 3.4.2.1 of the Local OP establishes a variety of permitted uses in the “Industrial” designation including *“manufacturing, processing, assembling, communication, public utility uses, warehousing, servicing, municipal garages, and veterinary clinics.”*

Section 4.1 of the Local OP sets out economic policies which *“encourage industrial retention and attraction, home occupations, commercial and service employment opportunities, tourism, and support for the municipality’s institutional employment base.”* The goal, as per **Section 4.1.1**, is *“To provide a positive economic climate to attract industry, encourage private investment, create a wide range of employment opportunities, and enhance a balanced municipal assessment base.”*

Section 7.12 of the Local OP sets out general policies for lot creation by way of Consent or Plan of Subdivision including:

“a) New lots shall be created either by the registered Plan of Subdivision process as outlined in Section 7.12.1; by the consent of the Bruce County Land Division Committee as outlined in Section 7.12.2; or through Part Lot Control as outlined in Section 7.12.3.

b) Development shall be in accordance with the designated uses on the Land Use Schedules and the provisions of the Zoning By-law.”

More specifically, **Section 7.12.2** provides policies relating to Consent to Sever Land stating:

“The Bruce County Land Division Committee is the appointed authority for creating lots by consent, in addition to the granting of a ‘right-of-way’ or an easement within Chesley, Paisley and Tara. However, the Municipality has a large degree of control over the creation of lots by consent and may request that conditions be placed on the approval of such lots, similar to the conditions it may ask for with a Plan of Subdivision.

a) It is the intent of this Plan that new building lots will be created by consent only when a Plan of Subdivision is clearly not necessary for the orderly and efficient development of the lands.

b) The Municipality shall support an application to create a lot by consent when:

i) the lot(s) fronts onto an existing open municipally owned road of a standard of construction acceptable to the Municipality;

ii) access to the lot(s) would not create or add to an existing traffic hazard due to limited sight lines on curves or grades or proximity to intersections. Access to Arterial and/or Collector Roads may be restricted;

iii) the lot(s) has full municipal services available or the lot conforms to the policies of Section 5.4.1 Provision of Municipal Services, Partial Services and Phasing;

iv) it has been established that for all lots involved, the soil and drainage conditions are suitable to permit the proper siting of any building(s);

v) if the application is for lands within a ‘Residential’ designation, the proposed lot must also conform with Section 3.1.8 “Residential Infill Policies”.

[...]

f) The Municipality may enter into a Subdivider’s Agreement as a condition of the approval of consent applications. Such agreements may cover matters such as servicing, lot grading and drainage, requirements for engineered drawing, bonding or any other matter that Council may typically consider in the design of a plan of subdivision.

[...]

h) All Consent shall be in conformity with the policies of Section 4: General Community Policies; Section 5: Municipal Services; Section 6: Transportation & Section 7: Implementation.”

The Consent conforms with the goals of the “Industrial” designation as it facilitates the productive use of the appropriately designated and zoned Subject Lands. The application also conforms with the consent policies of Section 7.12, including that the lot fronts to a existing municipally owned road, will not create a traffic safety hazard, the siting of the BESS is appropriate, and the Consent conforms with the Local OP, including Sections 4, 5, 6, and 7.

The municipality of Arran-Elderslie was notified of the Consent, and was not in opposition to its approval by the County of Brant.

5. The Application Represents Good Planning

The Consent represents good planning and is in the public interest. It facilitates the productive use of lands designated and zoned for industrial purposes. The Consent for lease application is consistent with the Provincial Policy Statement by promoting energy efficiency, climate change mitigation, and the development of a Battery Energy Storage System. The Consent for lease application conforms to both the County of Bruce and Arran-Elderslie Official Plans with respect to both general land use designations and policies for consent applications.

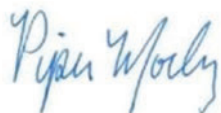
6. Conclusion

For the foregoing reasons, as well as others that may become evident prior to the hearing of this appeal, the Applicants appeal the Decision made on July 29, 2025, to provisionally approve the Consent subject to conditions.

We enclose a completed A1 Appellant Form for the appeals. The required filing fee in the amount of \$1100 will be paid through the OLT e-file website.

Notwithstanding the filing of this appeal, the Applicant hopes to continue their constructive dialogue with the County with respect to its vision for the development of the Subject Property.

Yours very truly,
BORDEN LADNER GERVAIS LLP



Piper Morley



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

Notice of Decision by the Approval Authority

A decision has been made by the County of Bruce to provisionally approve a consent under Section 53(12) of the Planning Act, 1990 in relation to:

File Number B-2024-075
For Amos Kuepfer c/o SolarBank Corp.
In Respect Of 157 7TH ST SW
 CON 1 PT LOT 29 PLAN 217 PT;PARK LOT T RP 3R7328 PT PART;1 RP
 3R7748 PART 2 (Elderslie)
 Municipality of Arran-Elderslie
 Roll Number 410338000203800

Your opinion matters

Written and oral submissions to Council were considered by the Approval Authority as part of its deliberations and final decision on this matter.

Learn more

Additional information about the application is available online at <https://www.brucecounty.on.ca/active-planning-applications>. Information can also be viewed in person at the County of Bruce Planning Office noted above, between 8:30 a.m. and 4:30 p.m. (Monday to Friday).

The Planner on the file is: Jenn Burnett

Know your rights

Take notice that an appeal to the Ontario Land Tribunal in respect to all or part of this Consent decision may be made by filing a notice of appeal with the County Clerk either via the Ontario Land Tribunal e-file service (first-time users will need to register for a My Ontario Account) at <https://olt.gov.on.ca/e-file-service> by selecting **Bruce (County of)** as the Approval Authority or by mail to 30 Park Street, PO Box 848, Walkerton, ON, N0G 2V0, **no later than 4:30 p.m. on August 18, 2025**. The filing of an appeal after 4:30 p.m., in person or electronically, will be deemed to have been received the next business day. The appeal fee of \$1,100 can be paid online through e-file or by certified cheque/money order to the Minister of Finance, Province of Ontario. If you wish to appeal to the Ontario Land Tribunal (OLT) or request a fee reduction for

an appeal, forms are available from the OLT website at www.olt.gov.on.ca. If the e-file portal is down, you can submit your appeal to bcplwi@brucecounty.on.ca.

Only the applicant, the Minister, a specified person (being a utility and transportation company) or a public body may appeal to the Ontario Land Tribunal (OLT).

Last Date For Appeal Of This Decision

August 18, 2025

This Decision Lapses

July 29, 2027

The Approval Authority may change the conditions of this provisional consent at any time before consent is given. The process of changing a condition of consent will involve another 20-day appeal period unless the Approval Authority considers the change to be minor.

You will receive notice of any changes to the conditions of this provisional consent if you have made a written request to be notified of the decision to give or refuse to give provisional consent, or if you have made a written request to be notified of changes to the conditions of the provisional consent.

Secretary-Treasurer
Land Division Committee, County of Bruce
July 29, 2025



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

Decision of the Approval Authority

A decision has been made by the Council of the Corporation of the County of Bruce to approve the Consent under Section 53(12) of the Planning Act, 1990 in relation to:

File Number B-2025-075

For Amos Kuepfer c/o SolarBank Corp.

In Respect of 157 7TH ST SW
 CON 1 PT LOT 29 PLAN 217 PT;PARK LOT T RP 3R7328 PT PART;1 RP
 3R7748 PART 2 (Elderslie Township)
 Municipality of Arran-Elderslie
 Roll Number: 410338000203800

The proposal The consent application is to allow a lease of a portion of the lands located at 157 7th Street SW, Chesley. The severed/leased area is +/-0.8 ha and is irregularly shaped and the retained area is +/-46.9 ha.

Conditions of Provisional Approval

1. That this approval is for a lease of a portion of the subject lands and not to create a new lot. The transfer schedule shall reflect the term of the lease.
2. That the owner enter into an Agreement with the Municipality, if deemed necessary by the Municipality of Arran-Elderslie, to satisfy all the requirements, financial or otherwise of the Municipality, which may include, but shall not be limited to, the provision of parkland (or cash-in-lieu of land), roads, installation of services, facilities, drainage and the timing and payment of a development charge.
3. That a Reference Plan (survey that is registered) reflecting the area subject to the lease, be completed and a copy filed with the Municipal Clerk and a digital copy (preferred) or a hard copy be filed with the Approval Authority, or an exemption from the Reference Plan be received from the Approval Authority.
4. That the Municipality provide written confirmation to the Approval Authority that the municipal conditions as imposed herein have been fulfilled.
5. That the owner provide an Archaeological Assessment that has included engagement with the Saugeen Ojibway Nation in accordance with its process and standards, has been completed by an archaeologist licensed in the province of Ontario and has been submitted to the appropriate Ministry for entry into the Ontario Public Register of

Archaeological Reports; and that the owner satisfy the approval authority that recommendations of the archaeological assessment (if any) have been or will be implemented;

6. That, pursuant to Section 53(42) of the Planning Act, the 'Certificate of Consent' be affixed to the deed within two years of the giving of the Notice of Decision. (Note: Section 53(43) of the Planning Act requires that the transaction approved by this consent must be carried out within two years of the issuance of the certificate i.e., Stamping of the deed).
7. That the applicant pays the applicable County of Bruce consent certification fee at the time of certification of the deeds.

Consent File Number: B-2025-075

Certified to be a true copy of the Decision of the Approval Authority for the County of Bruce.

Original signed by Monica Morrison on July 25, 2025.

Secretary-Treasurer
Land Division Committee, County of Bruce

Site plan





August 5, 2025

Amos Kuepfer c/o SolarBank Corp
Unit 803, 505 Consumers Rd,
North York, ON
M2J 4V8

D10SOL25
Roll #4103-380-002-03800
File B-2024-075

RE: Notice of Decision by the Approval Authority, 157 7th St SW, Chesley

In conjunction with the Decision of the Approval Authority dated July 25, 2025 for the above noted consent application to allow a lease of a portion of the lands located at 157 7th Street SW, Chesley, the following municipal conditions noted in **bold** apply:

1. That this approval is for a lease of a portion of the subject lands and not to create a new lot. The transfer schedule shall reflect the term of the lease.
2. That the owner enter into an Agreement with the Municipality, if deemed necessary by the Municipality of Arran-Elderslie, to satisfy all the requirements, financial or otherwise of the Municipality, which may include, but shall not be limited to, the provision of parkland (or cash-in-lieu of land), roads, installation of services, facilities, drainage and the timing and payment of a development charge. **The applicant will be required to enter into a Site Plan Agreement and a Community Benefit Agreement with the Municipality which are currently in progress. An entrance permit will be required.**
3. That a Reference Plan (survey that is registered) reflecting the area subject to the lease, be completed and a copy filed with the Municipal Clerk and a digital copy (preferred) or a hard copy be filed with the Approval Authority, or an exemption from the Reference Plan be received from the Approval Authority. **Please provide to Municipal Clerk, Christine Fraser-McDonald cfraser@arran-elderslie.ca**
4. That the Municipality provide written confirmation to the Approval Authority that the municipal conditions as imposed herein have been fulfilled. **The Municipality will provide the letter upon completion of the municipal conditions.**
5. That the owner provide an Archaeological Assessment that has included engagement with the Saugeen Ojibway Nation in accordance with its process and standards, has been completed by an archaeologist licensed in the province of Ontario and has been submitted to the appropriate Ministry for entry into the Ontario Public Register of Archaeological Reports; and that the owner satisfy the approval authority that recommendations of the archaeological assessment (if any) have been or will be implemented; **Please provide a copy to the Municipality.**

6. That, pursuant to Section 53(42) of the Planning Act, the 'Certificate of Consent' be affixed to the deed within two years of the giving of the Notice of Decision. (Note: Section 53(43) of the Planning Act requires that the transaction approved by this consent must be carried out within two years of the issuance of the certificate i.e., Stamping of the deed).

7. That the applicant pays the applicable County of Bruce consent certification fee at the time of certification of the deed.

Regards,
MUNICIPALITY OF ARRAN-ELDERSLIE
Per:



Christine Fraser-McDonald
Clerk/Zoning Administrator
cfraser@arran-elderslie.ca

cc: Property File



Staff Report

Council Meeting Date: August 11, 2025

Subject: CAO-2025-20 Tara BESS Project Update – OLT Appeal Confirmation

Report from: Emily Dance, Chief Administrative Officer

Attachments: KAGAN SHASTRI DeMELO WINER PARK LLP Cover Letter to the OLT, August 15, 2025

Recommendation

Be It Resolved that Council hereby receives for information Report CAO-2025-20 Tara BESS project update (2).

Background

At its meeting on July 14, 2025, Arran-Elderslie Council rejected the Zoning By-law Amendment (ZBA) application submitted by Neoen for the Tara Battery Energy Storage System (BESS) project at 39 Concession 4. The decision was based on the application's failure to demonstrate alignment with the 2024 Provincial Policy Statement (PPS) and the Bruce County Official Plan.

On August 7, 2025, Bruce County Council also refused the related Official Plan Amendment (OPA), citing inconsistency with the PPS 2024 and the intent of the Bruce County Official Plan.

The Grey Sauble Conservation Board hearing scheduled for September 4, 2025 has been cancelled. Staff have not been notified if the hearing will be re-scheduled.

Appeal to the Ontario Land Tribunal (OLT)

Following Council's decision, Neoen submitted correspondence expressing concern that they were not given the opportunity to respond to staff comments prior to the meeting and indicated their intent to appeal the decision stating:

"We are advised by legal counsel that Neoen has no choice but to exercise its right to appeal Council's decision denying the ZBA to the Ontario Land Tribunal

within the twenty-day deadline. This is a requirement both for our force majeure claims and to preserve our rights under the Planning Act.”

However, on August 15, 2025, Neoen Ontario BESS 1 Inc. filed an appeal to the OLT under Section 34(11) of the Planning Act. The grounds for appeal include:

- The ZBA is consistent with the PPS 2024.
- The ZBA conforms with provincial energy plans, including Powering Ontario’s Growth, Ontario’s Affordable Energy Future, and Energy for Generations.
- The ZBA aligns with the Bruce County Official Plan, subject to the OPA.
- The Tara BESS project supports provincial interests in energy conservation, climate adaptation, and economic development 1.

Analysis

Staff are disheartened by the decision of to proceed with the appeal, particularly given Neoen’s stated willingness to withdraw it if a mutually agreeable resolution is reached. While the appeal may be a procedural necessity to preserve rights under the Planning Act, it nonetheless signals a need to rebuild trust and ensure clarity in future communications.

Of additional concern are several statements made in the appeal regarding the Municipality’s Battery Energy Storage System (BESS) Policy. The assertion that the policy restricts all large-scale BESS development is inaccurate and misrepresents the intent of the policy. The BESS Policy outlines site guidelines including setbacks, screening, and maximum site coverage to assist developers in aligning proposals with municipal expectations. It does not introduce new zoning regulations, nor does it prohibit large-scale BESS projects.

Furthermore, the requirement to enter into a site plan agreement for industrial uses is not new. The Municipality of Arran-Elderslie has applied this requirement, as established under By-law 43-2018.

Information regarding Council’s intention to introduce a BESS Policy was shared with members of the developer’s team as early as December 2024 and staff mentioned its progression during working group meetings.

The developer was aware of the evolving policy landscape and had the opportunity to defer or withdraw their application to allow for further review. Instead, they chose to proceed with both the ZBA and OPA applications, which ultimately led to the appeal.

It is also important to acknowledge that battery energy storage is a relatively new land use, and the LT1 procurement process itself is a recent initiative. For a small municipality such as Arran-Elderslie, it is unreasonable to expect that all policies, procedures, and frameworks would be fully established and refined at the outset.

Staff have worked diligently to respond to this emerging sector in a responsible and transparent manner, and the introduction of the BESS Policy was a proactive step to guide future development. Mischaracterizing these efforts undermines the collaborative approach that is essential for successful project delivery.

Link to Strategic/Master Plan

6.3 Facilitating Community Growth

Financial Impacts/Source of Funding/Link to Procurement Policy

Staff time dedicated to reviewing the Tara BESS project and related correspondence has been significant. In addition, the appeal to the Ontario Land Tribunal (OLT) will result in further costs associated with legal counsel and professional consultants that are not covered

Neoen has offered to contribute capacity funding to support the Municipality's engagement efforts, including the retention of external resources. Staff appreciate this offer and will review potential options, bringing forward a recommendation to Council for consideration at an upcoming meeting.

Approved by: Emily Dance, Chief Administrative Officer



Kagan | Shastri
DeMelo | Winer | Park
LAWYERS | LLP

JASON PARK
Direct: 416-645-4572
jpark@ksllp.ca

File No. 24148

August 15, 2025

FILED BY OLT E-FILE SERVICE & SENT BY EMAIL (info@arran-elderslie.ca)

Ms. Christine Fraser-McDonald, Town Clerk
Municipality of Arran-Elderslie
1925 Bruce Road 10, Box 70
Chesley, ON N0G 1L0

Attention: Ms. Christine Fraser-McDonald, Town Clerk

Dear Ms. Fraser-McDonald,

**Re: Notice of Appeal to the Ontario Land Tribunal Pursuant to Subsection 34(11)
of the *Planning Act*, R.S.O. 1990, c. P.13
39 Concession 4 Arran, CON 4 PT LOT 36, Municipality of Arran-Elderslie
Appeal filed on behalf of NEOEN Ontario BESS 1 Inc.
Municipal File Number: Z-2025-011**

We are the solicitors for NEOEN Ontario BESS 1 Inc. (the "**Applicant**"). The subject property is known municipally as 39 Concession 4 Arran, in the Municipality of Arran-Elderslie with a legal description of PT LT 36 CON 4 ARRAN AS IN R352883 EXCEPT PARTS 1 & 2 3R8227 N OF 3R1688, T/W R352883; MUNICIPALITY OF ARRAN-ELDERSLIE (the "**Site**"). The Applicant is an international independent producer of renewable energy and is proposing to establish a Battery Energy Storage System (BESS) facility on a portion of the Site. The proposed BESS project is known as the "**Tara BESS**".

This letter and the enclosed materials comprise our client's Notice of Appeal to the Ontario Land Tribunal (the "**Tribunal**") pursuant to section 34(11) of the *Planning Act*, respecting the Municipality of Arran-Elderslie's (the "**Municipality**") refusal of our client's application for a Zoning By-law Amendment ("**ZBA**") for the Site (the "**ZBA Application**").

APPLICATION BACKGROUND

Following nearly a year of pre-consultation, the Applicant filed the ZBA, as well as a related Official Plan Amendment ("**OPA**"), with the Municipality on April 3, 2025.

On April 28, 2025 the Municipality passed By-law 33-2025 under the *Municipal Act*, S.O. 2001, c. 25 to bring into force a new Battery Energy Storage Policy (the "**BESS Policy**"). The BESS Policy was not adopted into the Municipality's Official Plan and/or enacted under the *Planning Act* despite it, in effect, introducing new zoning regulations (setbacks etc.) and requiring the equivalent of the Site Plan Approval Application, which the Tara BESS does not require pursuant to the *Planning Act*. The BESS Policy contains several provisions that restrict not only Tara BESS from development as proposed but effectively restricts any large-scale BESS within the Municipality. It is the Applicant's position that the BESS Policy is inapplicable to the Tara BESS project. It also conflicts with Provincial energy policies and the Provincial Policy Statement, 2024 ("**PPS 2024**").

Staff at Bruce County, the upper-tier municipality, (the "**County**") prepared a Planning Report dated July 14, 2025 recommending that the Municipality's Council deny the ZBA (the "**ZBA Staff Report**"). The ZBA Staff Report only became available to the Applicant when it was made public on July 10, 2025. The ZBA Staff Report relies both on the BESS Policy as a reason to deny the ZBA and Official Plan conformity as reasons to deny the ZBA (despite an OPA being filed and having not been considered at the time of the decision for the ZBA). The Applicant immediately wrote to the Municipality requesting that consideration of the ZBA be deferred, namely because the Municipality had yet to consider the corresponding OPA. The ZBA was considered and denied on July 14, 2025. Notice of Refusal was issued by the County on July 29, 2025.

The County prepared a second Staff Report with respect to the OPA dated August 7, 2025 (the "**OPA Staff Report**"). The OPA Staff Report recommends that the OPA be refused for being inconsistent "with the PPS 2024 and the intent of Bruce County Official Plan". The OPA was considered and denied on August 7, 2025. Notice of Refusal has not yet been issued by the County.

SUBJECT SITE, DEVELOPMENT PROPOSAL & REQUIRED APPROVALS

The Site is located at the south-west corner of Concession Road 4 and Grey Bruce Line. It has a total area of 42 hectares (103 acres) with approximately 410 metres of frontage on Concession 4 and 950 metres of frontage on Grey-Bruce Line. The Site is in agricultural use with a beef cattle operation as well as pasture and cropland. The Sauble River and associated environmental features bisect the Site in a north/south alignment. These environmental features include an Unevaluated Wetland and Provincially Significant Woodland, and the Sauble River floodplain with two tributaries. A constructed drain (Fenton Drain Branch A) connects to the portion of the Sauble River on the Site. The immediate surrounding area is generally characterized as agricultural with pockets of environmental features including the Sauble River and woodlands.

A Hydro One transmission line is located immediately south of the Site. BESS facilities must connect to existing transmission corridors, and the transmission corridor it connects to must be able to carry electricity across the Province. The transmission line that the Tara BESS would connect to is a key transmission line that has a high voltage carrying capacity

and connects to other lines across Ontario. As a result, this transmission line is ideally suited for a BESS project.

The Applicant will lease approximately 9.05 hectares (22.3 acres) of the east portion of the property to accommodate the Tara BESS facility. The BESS will have primary access from Concession 4 Road and a secondary point of access from Grey-Bruce Line. Both access points will connect directly to the facility. The balance of the Site will either remain in its current natural condition or be rehabilitated to an agricultural use.

No permanent infrastructure or lot creation is required for the Tara BESS. This facility is expected to have a lifespan of approximately 20 years, after which time the project area will be returned to agricultural use. The proposed BESS is not currently permitted in the land use designation or zoning. To facilitate the proposed use, both the OPA and ZBA are required. The intent of the amendments is to re-designate and re-zone the project area to Agricultural with specific exceptions to permit the establishment of a BESS on a portion of the Site.

OVERVIEW OF POLICY AND REGULATORY CONTEXT

Powering Ontario's Growth Plan

The Ontario government in July 2023 released *Powering Ontario's Growth*, a strategic plan to ensure the province has reliable, affordable, and clean energy to support its expanding economy. A key component of this plan is the procurement of electricity storage. In October 2022 the Ministry of Energy directed the provincially owner Independent Electricity System Operator ("IESO") to acquire 2,500 MW of clean energy storage. As part of this effort, in May 2024, the IESO awarded a 20-year contract to the Applicant for Tara BESS, a 400-megawatt facility that will contribute to the province's energy security. The Tara BESS will not only support grid stability but also contribute to Ontario's economic growth by ensuring a dependable power supply for industries and businesses. Prior to being submitted to the procurement program, the Tara BESS received municipal support resolutions from the Municipality in August 2023 and October 2023.

The Tara BESS project is critical infrastructure investment that supports Ontario's long-term economic growth and sustainability goals. By ensuring a stable and reliable electricity supply, the project helps attract and sustain businesses, fostering job creation and economic development. Additionally, by optimizing energy use and reducing reliance on carbon-intensive peaking plants, Tara BESS contributes to improved air quality and supports Ontario's broader efforts to mitigate climate change. The project also strengthens the province's energy security by adding much-needed capacity to the grid, ensuring that electricity remains available when and where it is needed most. As a facility that enhances grid reliability and capacity, Tara BESS provides a crucial public service, reinforcing Ontario's ability to meet the growing energy needs of businesses and communities alike.

The ZBA conforms with this important Provincial Plan.

In October 2024, the Ministry of Energy and Electrification also issued *Ontario's Affordable Energy Future: The Pressing Case for More Power*. This document recognizes that Ontario's energy policy will determine the success of the Province, today and for the next generation. The ZBA is also consistent with this Provincial document.

Finally, in June 2025 the Ministry of Energy and Electrification issued *Energy for Generations: Ontario's Integrated Plan to Power the Strongest Economy in the G7*. The Plan addresses energy needs with the goal of making the economy more competitive, resilient and self-reliant over the long term. The ZBA also conforms with this important Provincial plan.

Matters of Provincial Interest

Section 2 of the *Planning Act* required the Municipality to have regard to matters of provincial interest when considering the ZBA. Subsection 2(e) requires regard to be had for the supply, efficient use and conservation of energy and water and subsection 2(s) requires regard to be had for the mitigation of greenhouse gas emissions and adaptation to a changing climate. Among other things, the Tara BESS project supports Ontario's grid resilience and reduces reliance on fossil fuels. The ZBA has had regard for matters of provincial interest, particularly subsections 2(e) and 2(f).

Provincial Planning Statement (2024)

On August 20, 2024, the Province of Ontario released the updated Provincial Planning Statement (2024) (the “**PPS 2024**”), following a series of consultations beginning in 2022. The PPS 2024 came into force and effect on October 20, 2024.

The PPS 2024 replaces both the Provincial Policy Statement, 2020 (“**PPS 2020**”) and A Place to Grow: Growth Plan for the Greater Golden Horseshoe (the “**Growth Plan**”), and consolidates elements of both into a single land use policy document. The PPS 2024 is therefore a consolidated statement of the government’s policies on land use planning, providing policy direction on matters of Provincial interest related to land use planning and development. In accordance with Section 3(5) of the *Planning Act*, all decisions that affect a planning matter are required to be consistent with the PPS. In this regard, Policy 6.1 provides that the PPS 2024 “shall be read in its entirety and all relevant policies are to be applied to each situation”.

The PPS 2024 gives provincial policy direction on key land use planning issues that affect communities, such as construction of housing where it is needed, making land available for development, creating opportunities for economic development and job creation, planning for the appropriate transportation, water, sewer and other infrastructure necessary to accommodate current and future needs, protecting the environment and important resources including farmland, water, archaeology, cultural heritage, mineral aggregates and petroleum, and protecting people, property and community resources by directing development away from natural or human-made hazards, such as flood prone areas.

Like the PPS 2020 before it, the PPS 2024 places emphasis on increasing the mix and supply of housing, protecting the environment and public safety, reducing barriers and costs for development, and providing greater certainty, and supporting the economy and job creation.

In the context of these policies, the Tara BESS project leverages the capacity of a qualified private proponent, reduces reliance on fossil fuels, and supports Ontario's grid resiliency. Energy storage is recognized in the PPS 2024 as a critical component of the energy supply system. It will also align with policy 2.8 by supporting the local economy by improving reliability for residents and businesses, creating direct and indirect employment, and enhancing the region's investment-readiness.

The proposed amendments are seeking to change the project area from Hazard Lands to Agricultural. To achieve this, a floodproofing strategy is proposed to raise the development area above the regulatory flood level. Once regraded, the Site is proposed to be re-designated to Agricultural. This approach is consistent with policy 5.2 of the PPS 2024 which permits development in hazardous lands where the risks are minor and can be effectively mitigated.

The Tara BESS is considered a limited non-residential use in an agricultural area, consistent with PPS policy 4.3.5(b). The Agricultural Impact Assessment prepared in support of the proposed development confirms that the Site is not a specialty crop area, the use is temporary, and no reasonable alternative sites exist.

The Tara BESS, and in particular, the requested ZBA and OPA are consistent with the PPS, and specifically, those policies relating to supporting the local economy and protecting the environment. Tara BESS project is inconsistent with the PPS 2024 and advances important policy objectives set out therein.

Conservation Authorities Act & Grey Sauble Conservation Authority Policies

The *Conservation Authorities Act, 1990* provides the legislative framework for Conservation Authorities to manage natural hazards and watershed resources. The Site lies within the regulated area of the Grey Sauble Conservation Authority ("GSCA") and is subject to Ontario Regulation 41/24, which requires a permit for certain types of development and site alternation in or adjacent to hazard lands, wetlands, watercourses, and other sensitive environmental features.

The Tara BESS project involves grading and fill placement in a floodplain and, therefore, a permit from the GSCA is required. Similar approvals under O. Reg. 41/24 for the development of a BESS facility within a floodplain have been approved by the Lower Thames Valley Conservation Authority in the Municipality of Lakeshore (Tilbury).

The proposed floodproofing measures have been evaluated in the Floodplain Assessment Report filed in support of the proposed development. The Floodplain Assessment Report concludes that no adverse impacts are expected, and the existing floodplain storage

capacity of the Site will be maintained. There will be no risk to public safety or susceptibility to natural hazards will not increase. The proposed grading will not impact storage capacity, care will be taken during and after the site works to minimize impacts and implement appropriate construction controls. The Environmental Assessment concludes that no impacts to the natural environment are anticipated, and ecological functions will be maintained. Safe access will be provided, and the site works will be based on engineering standards. A permit from the GSCA will be obtained prior to floodproofing measures occurring. Any works within the floodplain will be temporary to remove the project area from the floodplain. The project's location was selected through a Class Environmental Assessment and is tied to existing grid infrastructure. The Class Environmental Assessment confirms that the project does not encroach upon or lie adjacent to natural features such as wetlands, woodlands, or valleylands.

Tara BESS has been designed specifically to meet the requirements of the GSCA policies, which will address development in flood hazard areas and public infrastructure. The siting, floodplain compensation approach, and technical studies have all been guided by these policy frameworks to ensure compliance.

Bruce County Official Plan

The County Official Plan (the "**Official Plan**") came into effect in September 1998, with its most recent formal review completed in 2010. While a new Official Plan is currently under development, it has not yet come into force.

The proposed BESS facility is not currently permitted in the *Agricultural* or *Hazard Lands* designation. An amendment is therefore proposed to re-designate the portion of the property accommodating Tara BESS to the *Agricultural* designation and add a site specific policy permitting BESS. The proposed amendment will ensure that the Site is maintained in agricultural use through the lifetime of the facility, and that once the facility is decommissioned, the Site will be rehabilitated to agricultural use for the long term.

General Policies

Section 4 of the Official Plan sets out the general policies for land use in the County. General policies are provided for the environmental, economic development, and service and utilities.

The BESS facility is located outside the identified natural features, and a Class Environmental Assessment report has been completed. The Class Environmental Assessment report confirms that the appropriate setbacks will be implemented from all adjacent environmental features, including the Sauble River, unevaluated wetlands, and woodlands. The project conforms with the Official Plan's direction to avoid negative impacts and protect ecological functions.

The proposed development will support the economic development of the County. The project will provide direct, indirect, and induced economic effects in the County. The

project will generate up to 200 jobs through the construction phase, and will provide up to 10 full-time employment opportunities during operations. The BESS will support the Bruce Energy complex as the transmission line will extend from the complex. The BESS will store unused energy from the complex in order to release it when needed, rather than wasting energy as it is produced. The BESS facility will also support local business by ensuring a reliable electricity system and the provision of adequate energy. The Tara BESS represents a low-impact, clean infrastructure investment that supports long-term economic growth and energy security in the County, which aligns with the Official Plan policies concerning economic development.

The Tara BESS aligns with the policy objective of coordinated infrastructure delivery and long-term energy planning. The facility will help ensure stable electricity supply in the County while respecting Official Plan policies.

Hazard Lands Policies

Policies for Hazard Lands are set out in section 5.8 of the Official Plan. The BESS is not a permitted use under these existing policies, a site-specific OPA is therefore proposed to permit the BESS facility on a temporary basis. An application for a Permit has been filed with the GSCA in order to permit the proposed grading and flood control works in the floodway and demonstrate compliance with O. Reg 41/24. The proposal conforms with the intent of Section 5.5 of the Official Plan which identifies permitted uses in *Agricultural* areas. The Tara BESS project balances the protection of agricultural land with the need for provincial energy infrastructure.

Zoning By-law 36-09

The Site is zoned 'General Agricultural (A1)' and 'Environmental Protection (EP)' in the Municipality's Zoning By-law No. 36-09. The project area is proposed to be re-zoned to the A1 – General Agricultural zone with site specific provisions that will permit the Tara BESS. The proposed amendment for the Tara BESS is taking a similar approach to comparable municipalities to implement the BESS in an agricultural area. The proposal will comply with all the zoning regulations in the A1 zone with the exception of the exterior side yard and lot coverage requirements.

CONCLUSION

Notwithstanding the Municipality's refusal of the ZBA, it is our client's position that the ZBA has regard for matters of provincial interest, is consistent with the PPS 2024, conforms with the Official Plan, subject to the OPA, and represents good planning.

For all of the foregoing reasons, we hereby appeal and commend the ZBA to the Tribunal for consideration and approval.

Once Notice of Refusal is issued with respect to the OPA our client intends to also appeal the OPA to the Tribunal. Once the OPA is filed we will be requesting that the Tribunal consolidate the two appeals. The Appellant requests that once the OPA appeal is filed, a

single Case Management Conference be scheduled to deal with the ZBA and pending OPA appeal.

SUPPORTING MATERIALS

In support of this appeal, please find enclosed the following:

1. A completed and signed Tribunal Appeal Form; and
2. A solicitor's cheque in the amount of \$1,100, payable to the "Minister of Finance", which represents the Tribunal's prescribed appeal fees.

Should you have any questions or require further information, please do not hesitate to contact me directly.

Yours truly,

KAGAN SHASTRI DeMELO WINER PARK LLP



Jason Park
JIP/ch

Enclosures

cc. NEOEN Ontario BESS Inc.



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

By-law 69-2025

**BEING A BY-LAW TO AMEND SCHEDULE A OF BY-LAW NO. 36-09,
AS AMENDED (BEING THE COMPREHENSIVE ZONING BY-LAW OF THE
MUNICIPALITY OF ARRAN-ELDERSLIE)
RE: ARRAN CON 1 PT LOT 6 RP 3R-8850, PART 1,
52 Sideroad 5 South Arran**

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

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

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

1. THAT Schedule "A" of By-law No. 36-09, as amended being the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie, is hereby further amended by changing thereon from General Agriculture Special - 'A1-28-08' to General Agriculture Special 'A1-69-2025 of the subject lands, as outlined in Schedule 'A', attached hereto and forming a part of this by-law.
2. THAT By-law No. 36-09, as amended, is hereby further amended by adding the following subsection to Section 6.4 thereof:

'A1-69-2025'

.xx Notwithstanding their General Agriculture 'A1' zoning designation, those lands delineated as A1-69-2025 on Schedule 'A' to this By-law shall be used in compliance with the 'A1' zone provisions contained in this by-law, excepting however:

- i. A side yard setback of 3 metres is permitted
 - ii. A rear yard setback of 3 metres is permitted
 - iii. A maximum lot coverage of 22% is permitted
3. THAT this By-law takes effect from the date of passage by Council, subject to compliance with the provisions of the *Planning Act, R.S.O. 1990, as amended.*
 4. THAT By-law A1-28-08 is hereby rescinded.

Read the first and second time this 8th day of September, 2025.

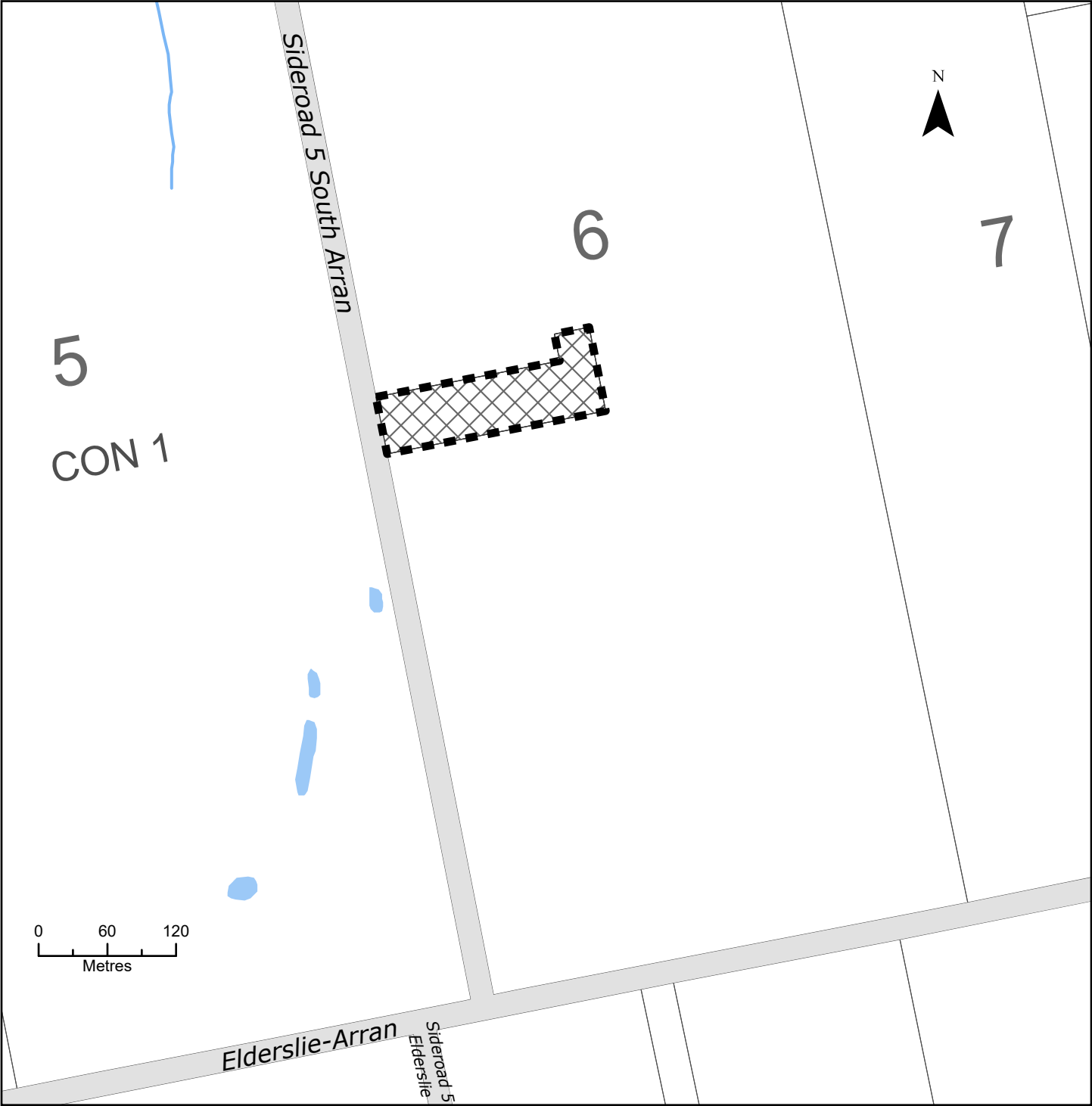
Read a third time and finally passed this 8th day of September, 2025.

Mayor – Steve Hammell

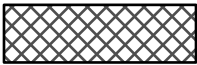
Deputy Clerk – Devan Acton

Schedule 'A'

52 Sideroad 5 South Arran - CON 1 PT LOT 6 RP;3R8850 PART 1 - Roll Number 410349000107810
Municipality of Arran-Elderslie (Arran Twp)



Subject Property



Lands to be zoned A1- 69 - 2025 - General Agriculture Special

This is Schedule 'A' to the zoning by-law amendment number 69-2025 passed this 8th day of September, 2025.

Mayor _____
Deputy Clerk _____

Page 1
Site Plan Control Agreement
SITE PLAN CONTROL AGREEMENT

This AGREEMENT made this _____ day of _____, 2025.

BETWEEN:

LALLEMAND SPECIALTIES CANADA INC

(hereinafter called the "**Owner**")

OF THE FIRST PART

-and-

THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

(hereinafter called the "**Municipality**")

OF THE SECOND PART

WHEREAS the Owner represents that it is the registered owner of those lands in the Municipality of Arran-Elderslie, County of Bruce, described in Schedule "A" attached hereto and forming part of this Agreement, hereinafter referred to as the "**Subject Lands**";

AND WHEREAS the Municipality has designated an area of site plan control within the Municipality's jurisdiction in the Municipality's Site Plan Control By-Law passed pursuant to Section 41 of the *Planning Act*, R.S.O., 1990, c.P.13, as amended, hereinafter "**Site Plan Control By-Law**".

AND WHEREAS the Subject Lands are within the area of site plan control in the Site Plan Control By-Law;

AND WHEREAS the parties hereto agree that the Subject Lands are affected by this Agreement;

AND WHEREAS the Municipality requires the Owner to enter into this Agreement as a condition of approval of the plans and drawings for the Owner's proposed development on the Subject Lands; and

AND WHEREAS subsection 41(10) of the *Planning Act* authorizes the registration of this Agreement against the lands to which it applies;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants, agreements, and promises herein contained and the sum of ONE (\$1.00) DOLLAR of lawful money of Canada now paid by each of the parties hereto to the other (the receipt and sufficiency of which is hereby acknowledged) and other good and valuable consideration, the parties hereto covenant and agree as follows:

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Site Plan Control Agreement

RECITALS

1. The foregoing recitals are true and accurate and shall form part of this Agreement, and the terms defined therein shall bear the meanings indicated throughout this Agreement.

DEFINITIONS

2. In this Agreement and the Schedules attached hereto, the following terms shall have the meaning set out below unless otherwise redefined or where the subject matter or contract requires another meaning to be ascribed:

- a. **"Building Area"** shall mean the only area upon which the erection and use of buildings and structures shall be permitted.

- b. **"Landscaped Open Space"** shall mean the areas of open space comprised of lawn and ornamental shrubs, flowers and trees and may include space occupied by paths, walks, courts, patios but shall not include parking areas, traffic aisles, driveways and ramps.

- c. **"Parking Area"** shall mean the areas of open space other than a street to be used for the parking of motor vehicles and access ramps and driveways to areas used for the parking of motor vehicles which shall be clear of buildings and structures except those accessory to the operation of the parking area, and which shall be available and maintained for the parking of motor vehicles including maneuvering aisles and other space necessarily incidental to the parking of motor vehicles.

- d. **"Natural Open Space"** shall mean the areas of open space which are to remain in a natural state with a minimum amount of maintenance, but shall not include areas of outside storage, parking areas, traffic aisles, driveways or ramps, or Building Area, Natural Open Space areas shall be subject to the requirements of the Maintenance and Occupancy (Property Standards) By-Law as amended from time to time for the Municipality and shall be kept clear of all weeds and natural growth which is prohibited by other Municipal by-laws. Areas of Natural Open Space may include areas of Landscaped Open Space.

SCHEDULES

3. The following schedules, ("**Schedules**") are attached hereto and form part of this Agreement:

Schedule 'A' - Description of Subject Lands

Schedule 'B' - Approved Site Plan

Schedule 'C' – Special Site Development Requirements

Schedule 'D' – Deposit/Security/Parkland Fee

EXECUTION, CERTIFICATION AND REGISTRATION

4. The Owner shall, at the time of execution of this Agreement by the Owner, provide the Municipality with an opinion letter, directed to the Municipality and signed by an Ontario solicitor in good standing, certifying that the Owner is the sole owner of the Subject Lands and confirming whether there are any mortgages or encumbrances affecting the Subject Lands.
5. The Owner hereby consents and authorizes the registration of this Agreement by the Municipality's Solicitors against title to the Subject Lands in the Land Registry Office for the County of Bruce (No.3), which shall be at the sole discretion of the Municipality. The Owner agrees to pay any and all costs associated with the registration of this Agreement or any other documents pertaining to this Agreement.
6. The Owner hereby agrees to provide to the Municipality, prior to the execution

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Site Plan Control Agreement

of this Agreement by the Municipality, a Postponement Agreement(s) whereby any mortgage or encumbrancer, to the full extent of its interest in the Subject Lands, consents to the registration of this Agreement, and to the registration of the Postponement Agreement(s), and for itself, its successors and assigns, subordinates and postpones all of its right, title, and interest in the Subject Lands to the terms, provisions, obligations and conditions contained in this Agreement.

PAYMENT OF MUNICIPALITY'S COSTS

7. Every provision of this Agreement by which the Owner is obligated in any way shall be deemed to include the words "at the expense of the Owner". The Owner shall pay and reimburse the Municipality forthwith on demand, for all administrative, planning, legal, engineering, inspections and/or other costs or expenses whatsoever incurred by the Municipality, or any of its agents, in connection with the development of the Subject Lands and/or in the preparation, review, consideration, and enforcement of this Agreement, including the Schedules attached hereto.
8. The Owner agrees to forthwith upon application to the Municipality for the preparation of this Agreement, pay to the Municipality a deposit in the amount referred to in **Schedule "D"** attached hereto (the "**Deposit**") to be used and applied to accounts rendered to the Municipality by the Municipality's solicitor and engineer for the costs referred to within this Agreement and any non-refundable administration fee(s) retained by the Municipality in accordance with its Fees and Service Charge By-law, as amended from time to time.
9. Invoices rendered by the Municipality's Solicitor and Engineer shall be submitted directly to the Municipality for payment. The Municipality will submit the accounts to the Owner for reimbursement from the funds held as referred to above so that the initial amount is available for the Municipality at all times to pay further invoices as received from time to time. If the Owner fails within a period of twenty (20) days from the date of mailing of accounts to reimburse the Municipality for invoices submitted, it is understood that the Municipality, in addition to any and all other remedies it may have, may also draw on the security provided by the Owner required by Paragraphs 11 and 12 of this Agreement.
10. The parties agree that all funds required under this Agreement will be held by the Municipality in a Special General Account without interest.

SECURITY

11. In order to guarantee compliance with all conditions contained within this Agreement and to ensure completion, the Owner covenants and agrees to deposit with the Municipality prior to or upon execution of this Agreement, a letter of credit or other acceptable security as the Municipality may deem satisfactory in the amount(s), as provided in Schedule 'D', hereinafter referred to as the "Security". Securities where provided through a Letter of Credit shall be for a minimum guaranteed period of one (1) year or such longer time as the Municipality may decide. All Letters of Credit shall contain the following clause: "It is a condition of the Letter of Credit that it shall be deemed to automatically extended without amendment from year to year from the present or any future expiration date thereof, unless thirty (30) days prior to the present or any future expiration date, we notify you in writing by registered mail that we may elect not to consider this Letter of Credit to be renewable for any additional period." Unless each and every Letter of Credit is renewed as noted, the Municipality shall have the absolute right to refuse to issue building permits and to prohibit occupancy, whether partially or full completed, from the said thirty (30) days prior to the expiration of the Letter of Credit.
12. The Security shall be calculated based on the following:
 - a. 100% of all costs associated with any off-site servicing or works; and
 - b. 50% of all costs to give the Municipality sufficient comfort that all site works,

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Site Plan Control Agreement

including landscaping and all stormwater management works are completed.

13. The Security may be reduced by the Municipality as the works are completed in the sole discretion of the Municipality but will be released once all conditions of this Agreement are satisfied, as determined by the Municipality.
14. The Owner covenants and agrees that the Security shall be kept in full force, and that it will pay all premiums as they become due. The Owner hereby acknowledges and agrees that should there be a deficiency in or failure to carry out work or matters required by this Agreement, and the Owner fails to comply within thirty (30) days' written notice or with a direction to carry out such work or matter, the Municipality may draw upon the Security.
15. Where the Owner is required by this Agreement to do work and where such work is not done by the times stipulated herein (the "**Prescribed Time Period**") or where the Owner does not otherwise abide by this Agreement, the Security shall be forfeited absolutely to the Municipality as liquidated damages and not as a penalty. It is expressly agreed that it is difficult to calculate the damages which would result from the Owner's failure to construct the services stipulated by such dates. The liquidated damages are not intended to be a penalty but rather represent the parties' best estimate of damages.
16. The Owner also agrees that in default of any required work being completed within the Prescribed Time Period, or failure to provide, retain, maintain, repair or use those matters and facilities of this Agreement, the Municipality, its employees, workers, agents, and contractors shall have the right after thirty (30) days' written notice to the Owner to enter onto the Subject Lands to demolish in whole or in part and to conduct such works as are reasonable and necessary to improve safety of the works, or to restore, in whole or in part the location to its natural state or as it was prior to the commencement of any construction thereon, as the Municipality deems necessary in its sole discretion, and all expenses incurred by the Municipality in doing such works shall become a charge against the Subject Lands, and may be added to the Collector's Tax roll and collected in a like manner as unpaid municipal taxes or may be recovered by court action. Any action taken by the Municipality shall not be deemed to be an assumption by the Municipality of any liability in connection with the development of the Subject Lands, nor a release of the Owner from any of its obligations under this Agreement.
17. The Owner agrees that the Security may be used to rebuild or repair any public facilities damaged or altered during development of Subject Lands. The Owner acknowledges that this provision does not relieve the Owner of the responsibility to repair or rebuild any public facilities damaged or altered during development of the Subject Lands to the requirements of the Municipality and the Owner shall pay all costs of such reconstruction or repair.

INSURANCE

18. If requested by the Municipality, the Owner shall insure against all damages or claims for damage with an Insurance Company satisfactory to the Municipality. Such policy or policies shall be issued in the joint names of the Owner, the Municipality and the Municipality's Engineer and the form and content shall be subject to the approval of the Municipality. The minimum limits of such policies shall be five million dollars (\$5,000,000.00) all inclusive, but the Municipality shall have the right to set higher amounts, as its sole discretion. The said insurance policy shall include a provision that requires the insurance company to provide the Municipality with thirty (30) days' written notice of termination of such policy. Such insurance policy shall provide coverage for a period of at least one (1) year and shall continue until all the work required by the Owner under this Agreement is completed and, where applicable, assumed by the Municipality. The issuance of such a policy of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, for which it may be held responsible.

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Site Plan Control Agreement

RELEASE AND INDEMNIFICATION

19. The Owner agrees that the Municipality shall not be liable to compensate the Owner, occupant, or any other person having an interest in the Subject Lands by reason of anything done by or on behalf of the Municipality under this Agreement.
20. The Owner hereby releases the Municipality, its servants, agents and contractors from any and all liability in respect of the proper maintenance and operation of the matters and facilities required by this Agreement.
21. The Owner hereby covenants and agrees to waive any right or entitlement it may have to any action, cause of action, losses, liens, damages, suits, judgments, orders, awards, claims or demands whatsoever against the Municipality, its Council, employees, workers, agents, contractors, and consultants, and further covenants and agrees to indemnify and save harmless the Municipality, its Council, employees, workers, agents, contractors, and consultants from and against all actions, causes of action, losses, liens, damages, suits, judgments, orders, awards, claims and demands whatsoever, whether the same shall be with or without merit, and from all costs to which the Municipality, its Council, employees, workers, contractors, and consultants, may be put in defending or settling any such action, causes of actions, suits, claims or demands, which may arise either directly or indirectly by reason of, or as a consequence of, or in any way related to the Owner developing the Subject Lands, including without limitation, the installation, maintenance, repair and/or operation of any facilities therein.
22. Without limiting that set out above, the Owner shall at all times indemnify and save harmless the Municipality of and from all loss, costs and damages which the Municipality may suffer, be at or be put to, for or by reason of, or on account of the construction, maintenance or existence of pavements, curbs, plantings and other improvements upon the untraveled portions of road allowances where the same are required by this Agreement to be provided by or at the expense of the Owner and such indemnity shall constitute a priority lien and charge upon the Subject Lands.

SITE DEVELOPMENT AND MAINTENANCE PROVISIONS

23. The Owner shall undertake development on the Subject Lands at its sole expense and in conformity with the site plan identified in **Schedule "B"** attached hereto, which shall hereinafter be referred to as the "**approved site plan**" and agrees to construct all off-site works as shown on the approved drawings referred to in **Schedule "B"** attached hereto.
24. The Owner shall employ engineers or architects registered in Ontario or other competent persons to:
 - (a) Prepare designs;
 - (b) Prepare and furnish all required site plan drawings including but not limited to, site services, site grading, stormwater management, landscaping, and site lighting;
 - (c) Provide contract administration and on-site supervision of the construction, all site services and stormwater management facilities;
 - (d) Provide as built drawing for site services;
 - (e) Provide testing and disinfection documentation for installed services;
 - (f) Prepare and provide the Municipality, at the Owner's expense, with a certificate or letter of compliance confirming that the site works have been constructed in general conformance of the approved drawings and that the installation of water services, sanitary service and stormwater infrastructure confirms to the Ontario Building Code and with the requirements within this

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Site Plan Control Agreement

Agreement and Schedules attached hereto. The certificate shall include the following wording:

“Based on our review, I/we confirm that all Work has been constructed in general conformance to the design drawings, and that water services and sanitary services have been constructed in accordance with the requirements of the Ontario Building Code.”

- (g) And such other matters as requested by the Municipality, acting reasonably.
- All of the matters referred to in this paragraph shall be completed to the Municipality's satisfaction and may be waived by the Municipality, at its sole discretion.
25. The Owner agrees to provide, install or otherwise abide by, at its sole expense, the special site development requirements detailed in **Schedule "C"** attached hereto.
 26. The Owner agrees to apply for a building permit within six (6) months from the date of this Agreement. Such application shall ensure completeness in accordance with the provisions as set out in the Ontario Building Code (O.Reg. 332/12). This Agreement is null and void if the Owner fails to supply a complete application for permit within the prescribed time unless otherwise authorized by the Chief Building Official.
 27. All maintenance and repair of facilities and matters required by this Agreement shall be done by the Owner from time to time at its sole risk and expense. The Subject Lands shall not be used in any manner which will impede or prohibit performance of the maintenance provided for in this Agreement.
 28. The Owner agrees to maintain in good repair and at its sole expense the Subject Lands in conformity with the provisions of **Schedule "B"** - approved site plan and **Schedule "C"** – special site development requirements, and all other requirements pursuant to this Agreement,
 29. The Owner agrees that all vaults, containers, collection bins and other facilities which may be required for the storage of garbage and other waste material shall be kept within a completely enclosed building or a completely enclosed container in the location as shown on **Schedule "B"**, and further the Owner is responsible for garbage removal.
 30. The Owner agrees that proper receptacles will be used for recycling and placed curbside to be picked up in conjunction with the municipal recycling program. The Owner agrees to separate paper, glass, plastic and cans, and box board in accordance with the provisions of the recycling program. The Owner further agrees to flatten and dispose of corrugated cardboard at the designated depot.
 31. The Owner agrees that, at its sole expense, all parking areas provided on the Subject Lands shall, in all circumstances, be reasonably maintained clear of snow so as not to prohibit or block or in any way restrict access along any driveway, walkway for vehicular and pedestrian traffic or reduce the number of useable parking spaces below the minimum number of spaces required by the Municipality's zoning by-law. The Owner agrees not to store snow on-site such that it blocks visibility adjacent to a street or drainage facilities on-site or where adequate drainage facilities are not provided for or where melt water would adversely affect an abutting property.
 32. The Owner agrees to maintain in good repair to the standards acceptable to the Municipality at its own expense all Landscaped Open Space, private driveways and complementary facilities, and private approach sidewalks which are located on untraveled portions of Municipal road allowances abutting the Subject Lands.
 33. The Owner agrees to do the following:
 - a. Subject to the *Public Transportation and Highway Improvement Act*, R.S.O. 1990, facilities to provide access to and from the Subject Lands

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Site Plan Control Agreement

such as access ramps, curbing and traffic direction signs;

- b. To dedicate to the Municipality, free and clear of all encumbrances, all easements and land required by the Municipality for the construction, maintenance and improvement of any existing or newly required watercourses, ditches, land drainage works and sanitary sewage facilities on the land and, on request by the Municipality, to deliver the properly executed documents in a form that can be registered to the Municipality in order to complete the dedication to the Municipality and to pay all costs incurred by the Municipality in respect to the aforementioned dedications; and
 - c. To dedicate to the Municipality, where required by Municipal by-law, any land for the widening of highways that abut the Subject Lands free and clear of all encumbrances.
34. Upon completion of the development of the Subject Lands in conformity with the provisions of this Agreement, the Chief Administrative Officer will confirm in writing that the terms of the Agreement have been satisfied ("**Letter of Confirmation**"). Confirmation from the Chief Administrative Officer shall not be deemed to certify compliance with any other municipal requirements, regulations, or by-laws, and the Municipality shall not be estopped from pursuing any or all its rights to enforce the continuing obligations of the Owner under this Agreement or to enforce any other of the Municipality's requirements, regulations or by-laws which relate to the Subject Lands.
35. Until the issuance of a Letter of Confirmation by the Chief Administrative Officer, in the event that the prescribed time period has lapsed, the Municipality has the right to refuse issuance of any permit necessary to carry out any additional work on the Subject Lands.
36. Upon execution of this Agreement, and if required by the Municipality, the Owner shall enter into any other agreements or sign any other documents the Municipality deems necessary.

NOTICE

37. If any notice is required to be given by the Municipality to the Owner with respect to the Agreement, such notice shall be delivered to:
- Andre Lambert
 151 Skyway Ave, Toronto ON
 M9W 4Z5
 info@lallemand.com

or may be given to the Owner by prepaid registered mail, facsimile transmission or by electronic mail transmission. Any notice sent by electronic mail transmission or facsimile transmission shall be deemed effective on the day sent. If given by prepaid mail, it shall be deemed to have been delivered on the fifth (5th) business day after mailing.

If notice is to be given by the Owner to the Municipality it shall be similarly given to:

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

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Site Plan Control Agreement

GENERAL PROVISIONS

38. All of the requirements referred to in this Agreement including the Schedules hereof shall be completed to the sole satisfaction of the Municipality with respect to the timing for completion of it and with respect to the quality thereof.
39. The Owner hereby grants to the Municipality, its employees, workers, agents, and contractors a license to enter the Subject Lands for the purpose of inspection of the works or for any other purpose pursuant to the rights of the Municipality under this Agreement.
40. Any transfer or assignment of this Agreement by the Owner or its successors without the prior written consent of the Municipality shall not act as a release of the Owner's or its successors' obligations under this Agreement. At the Municipality's sole option and discretion, the Municipality may require any successors or assignees of the Owner to enter into a further Site Plan Control Agreement with the Municipality, including but not limited to, providing any security required herein as Owner. If the Owner is a corporation, any change in which the Owner becomes controlled, directly or indirectly, by a different person or persons from the person or persons that controlled, directly or indirectly, the Owner at the date of execution of this Agreement shall constitute an assignment or transfer for the purposes of this Paragraph. Notwithstanding this Paragraph 40, if any conflict should arise due to this Paragraph and Paragraph 50 herein, Paragraph 50 shall supersede and prevail.
41. The Owner shall not call into question in any proceedings, directly or indirectly, whatsoever in law or in equity or before any administrative tribunal the right of the Municipality to enter into this Agreement and enforce each and every term, covenant and condition herein contained. This Agreement may be pleaded as an estoppel against the Owner in any such proceedings.
42. Nothing within this Agreement shall relieve the Owner from complying with all applicable municipal, provincial and/or federal requirements.
43. If any term, covenant or condition of this Agreement or the application thereof to any person or circumstance shall, to any event, be invalid or unenforceable, the remainder of this Agreement, or the application of such term, covenant, or condition of this Agreement shall be valid and enforced to the fullest extent permitted by law.
44. Should any provisions of this Agreement require judicial interpretation, mediation or arbitration, it is agreed that the court, mediator or arbitrator interpreting or construing the same shall not apply a presumption that the terms thereof shall be more strictly construed against one Party by reason of the rule of construction that a document is to be construed more strictly against the Party who itself or through its agent prepared the same, it being agreed that both Parties, directly or through their agents have participated in the preparation of this agreement.
45. This Agreement shall be construed in accordance with and governed by the laws of the Province of Ontario.
46. The terms of this Agreement may be amended, altered, substituted, deleted, replaced, or added to only if such modification is in writing, signed by both parties and expressly stated to be a modification of this Agreement.
47. Headings in this Agreement shall not to be considered part of this Agreement and are included solely for the convenience of reference. They are not intended to be full or accurate descriptions of the contents thereof.
48. In this Agreement the use of the singular number includes the plural and vice versa and the use of any gender includes all genders.

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Site Plan Control Agreement

49. The Owner acknowledges that the Owner has been advised to consult a lawyer before executing this Agreement. The Owner represents and warrants that the Owner has either obtained independent legal advice from the Owner's own lawyer with respect to the terms of this Agreement prior to execution or declined seeking such independent legal advice. The Owner represents and warrants that the Owner has read this Agreement and understands the terms and conditions and the Owner's rights and obligations under this Agreement and agrees to be bound by it.
50. This Agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, executors, successors, successors in title, and assigns. The covenants, provisions, and conditions herein shall be of the same force and effect as a covenant running with title to the Subject Lands. The Municipality shall be entitled to enforce the provisions hereof against the Owner and all subsequent owners of the Subject Lands.
51. The clauses of this agreement are independent and severable and the striking down or invalidation of anyone or more of the clauses does not invalidate all or any of the remaining clauses.
52. Time shall remain of the essence.
53. Once all parties have signed this Agreement, any and all other documents required to be signed by this Agreement or to give effect to this Agreement shall be executed by the Mayor and Clerk for the Municipality and once signed, shall be binding on the Municipality.
54. Notwithstanding paragraph 53, the Municipality's Chief Administrative Officer is authorized to agree to and execute on behalf of the Municipality, minor variations to provisions of this Agreement. Any and all substantial variations to this Agreement must be approved by Council and presented as a Site Plan amendment to this Agreement.
55. If the entirety of this Agreement becomes null and void, the by-law authorizing this Agreement shall be repealed and the Mayor and Clerk shall be authorized to sign a release of this Agreement.
56. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which taken together constitute one agreement. Delivery of an executed counterpart of this Agreement by facsimile or transmitted electronically in legible form, including in a tagged image format file (TIFF) or portable document format (PDF), shall be equally effective as delivery of a manually executed counterpart of this Agreement.

IN WITNESSETH WHEREOF the parties have hereunto set their hand and seal.
SIGNED, SEALED AND DELIVERED

Witness Name

Name

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

Name:
Mayor

Name:
Clerk

We have authority to bind the
Corporation

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Site Plan Control Agreement

SCHEDULE "A"

Description of the Subject Lands

ALL AND SINGULAR that certain parcel or tract of land in the County of Bruce, Province of Ontario, and composed of:

PIN 33167-0459 (LT)

LT 46-48 PL 15; PT LT 49 PL 15; PT LT 29-30 CON 7 ARRAN PT 2 & 3 3R3551; S/T R179915; SUBJECT TO AN EASEMENT IN GROSS OVER PART 5, 3R10775 AS IN BR201758; MUNICIPALITY OF ARRAN-ELDERSLIE

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Site Plan Control Agreement

SCHEDULE "B"

APPROVED SITE PLAN

The "**approved site plan**" shall be the plan(s) drawn by an engineer, architect or competent person and marked as the "approved site plan", signed by the Municipality's Chief Administrative Officer and signed by the Owner with any changes from time to time marked in red and initialed by the Chief Administrative Officer and the Owner. This "approved site plan", as amended from time to time, shall be filed with the Clerk at the municipal office of the Municipality.

1. Waddell Engineering Ltd, General Notes, S0.0 2025-06-10 Rev 1
2. Waddell Engineering Ltd, General Notes & Site Plan, S0.1 2025-06-10 Rev 1
3. Waddell Engineering Ltd, Code Matrix, S0.2 2025-06-10 Rev 1
4. Waddell Engineering Ltd, Truss Bracing, S0.3 2025-06-10 Rev 1
5. Waddell Engineering Ltd, Foundation Plan, S1.0 2025-06-10 Rev 1
6. Waddell Engineering Ltd, Ground Floor Plan, S2.0 2025-06-10 Rev 1
7. Waddell Engineering Ltd, Roof Framing Plan & Building Section, S2.1 2025-06-10 Rev 1
8. Waddell Engineering Ltd, Building Elevations, S3.0 2025-06-10 Rev 1

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Site Plan Control Agreement

SCHEDULE “C”

SPECIAL SITE DEVELOPMENT REQUIREMENTS

1. The Owner agrees that the completion date for all work required pursuant to this agreement shall be September 8, 2026 and provide the Municipality with as constructed drawings for site services.
2. The Owner agrees to prepare a grading and drainage plan acceptable to the Municipality and all surface and roof drainage shall be controlled in accordance with the approved plans in a manner satisfactory to the Municipality. Upon completion, the Owner shall submit a Final Grading Certificate completed by a Professional Engineer.
3. The Owner agrees that any floodlighting installed, erected or constructed on the Subject Lands shall be installed in such a manner so as to deflect light away from adjacent streets and properties or controlled in such manner to reduce and/or minimize any glare to the adjacent streets and properties.
4. The Owner shall ensure that during development of the Subject Lands, appropriate devices are installed and measures are taken to prevent unreasonable erosion of soil from the Subject Lands by wind or water, and the Owner agrees to comply with all requests of the Municipality's Chief Building Official and/or Engineer in this regard, acting reasonably.
5. The Owner shall provide all records relating to the testing of municipal water mains and sanitary sewers to the Municipality prior to connection to the Municipal system. The Municipality will conduct Bacteriological sampling for the watermain at the Owner's expense.
6. The Owner shall install temporary fencing or otherwise adequately protect all trees, shrubs and other vegetation which are to be retained, and such fencing shall be located not closer to any trees than the drip line of such trees, and the Owner agrees to comply with any and all requirements of the Municipality's Manager of Public Works in this regard, acting reasonably.
7. The Owner agrees that any internal driveways which are necessary for, and designated as, a fire route shall be so designed so as to carry the weight of the Municipality's fire fighting equipment and as per the *Ontario Building Code, 1992, S.O. 1992, c.23*, and regulations thereunder.
8. The Owner agrees to provide all landscaping as shown on the approved site plan. All plantings shall be installed to the specifications and requirements as indicated on the approved site plan.
9. The Owner agrees to appropriately and properly finish all lands lying between the Subject Lands and any and all abutting streets, which, without limiting the generality of the foregoing shall include the following:
 - i. landscaping of lands lying between the street line and property line not to be used for vehicular or pedestrian entrances with topsoil and sod/seed.
 - ii. installation of driveways of proper width and grade from the street line to the property line with asphalt, concrete or other hard surfacing acceptable to the Municipality's Public Works and/or Municipality's Engineer.

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Site Plan Control Agreement

- iii. removal of existing driveways which are not to be used with replacement by appropriate landscaping as detailed above.
- 10. The Owner agrees to provide payment for Development Charges in accordance with the Municipality's current Development Charges By-law if applicable.
- 11. In accordance with the current Municipality's Parkland Dedication By-law passed pursuant to the *Planning Act*, land shall be dedicated in the amount of five percent (5%) of the net land area. The Municipality, at its sole discretion, may accept payment of money up to the value of the land in lieu of parkland. The Owner agrees to provide Payment in-lieu of Parkland prior to the execution of this Agreement by the Municipality (included in Schedule 'D')
- 12. As part of its ongoing obligations on the site the Owner acknowledges that the stormwater management facilities, catch basins and will require maintenance. The Owner agrees to maintain, clean, repair or if needed replace the basins and other storm water management works to ensure the integrity of its operation. The Owner further agrees that the Municipality or its agents will have the right to inspect and assess storm water management works and order the developer to comply with its maintenance obligations.
- 13. As part of its ongoing obligations on the site the Owner acknowledges that that fire hydrant will require maintenance. The Owner agrees to maintain, repair, or if needed replace the hydrant and other appurtenances to ensure the integrity of its operation. The Owner further agrees that the Municipality or its agents will have the right to inspect and flush the hydrant in order to comply with its maintenance obligations.

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SCHEDULE “D”

DEPOSIT/SECURITY/PARKLAND FEE

Deposit (as per paragraph 8):

- a. As per the 2025 Rates and Charges Deposit for any legal and professional costs associate with the application (balance to be refunded) \$5,000
- b. As per the 2025 Rates and Charges the nonrefundable administration fee to be retained \$1,000

Security

As per paragraphs 11, 12 and 15:

- a. 100% of all costs associated with any off-site servicing or works
\$__ N/A__
- b. 50% of all costs to give the Municipality sufficient comfort that all site works, including landscaping and all stormwater management works are completed
\$__ N/A__

Parkland Fee

As per Schedule ‘C’ paragraph 11 \$__ N/A__



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

By-law 71-2025

Being a By-law to Authorize the Execution of a Site Plan Control Agreement with Lallemand Specialties Canada Inc.

WHEREAS Section 41 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, authorizes municipalities to designate areas of site plan control and to require development within such areas to be subject to site plan approval;

AND WHEREAS the Municipality of Arran-Elderslie has enacted a Site Plan Control By-law designating certain lands within the municipality as a Site Plan Control Area;

AND WHEREAS Lallemand Specialties Canada Inc. is the registered owner of lands municipally known as 82 Union Street, Tara, and legally described in Schedule "A" of the Site Plan Control Agreement;

AND WHEREAS Council deems it expedient to enter into a Site Plan Control Agreement with Lallemand Specialties Canada Inc to ensure the orderly development of the subject lands;

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

1. That the Municipality of Arran-Elderslie is hereby authorized to enter into a Site Plan Control Agreement with Lallemand Specialties Canada Inc for the property located at 82 Union Street, Tara, substantially in the form attached hereto as Schedule "A".
2. That the Mayor and Deputy Clerk are hereby authorized and directed to execute the said Agreement and to affix the corporate seal thereto as well as any other documentation including any acknowledgement and direction required and relating to the said Site Plan Agreement.
3. That this By-law shall come into force and take effect upon the final passing thereof.

Read a first and second time this 8th day of September, 2025.

Read a third time and finally passed this 8th day of September, 2025.

Mayor – Steve Hammell

Deputy Clerk – Devan Acton



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

By-Law 72-2025 Being a By-law to Confirm the Proceedings of the Regular Council Meeting of the Municipality of Arran-Elderslie held September 8, 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 September 8, 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 September 8, 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 Deputy 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 Deputy Clerk is authorized and directed to affix the Seal of the Corporation to all such documents.

Read a first and second time this 8th day of September 2025.

Read a third time and finally passed this 8th day of September 2025.

Mayor Steve Hammell

Deputy Clerk – Devan Acton