



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

AGENDA

Monday, September 22, 2025, 9:00 a.m.
Council Chambers
1925 Bruce Road 10, Chesley, ON

Pages

1. Call to Order
2. Mayor's Announcements (If Required)
3. Adoption of Agenda
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13. Resolution to Reconvene in Open Session
14. Adoption of Recommendations Arising from Closed Session (If Any)
15. Confirming By-law
 - 15.1 By-law 75-2025 - Confirming By-law 95
16. Adjournment
17. List of Upcoming Council meetings
 - October 13, 2025
 - October 27, 2025
 - November 10, 2025
 - November 24, 2025
 - December 8, 2025



MUNICIPALITY OF ARRAN-ELDERSLIE

Council Meeting

MINUTES

Monday, September 8, 2025, 9:00 a.m.

Council Chambers

1925 Bruce Road 10, Chesley, ON

Council Present: Mayor Steve Hammell
Deputy Mayor Jennifer Shaw
Councillor Ryan Nickason
Councillor Darryl Hampton
Councillor Brian Dudgeon
Councillor Moiken Penner
Councillor Peter Steinacker

Staff Present: Julie Fenton - Coordinator of Infrastructure and Development
Scott McLeod - Public Works Manager
Carly Steinhoff - Recreation 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

1. Call to Order

Mayor Hammell called the meeting to order at 9:24 am. A quorum was present.

2. Mayor's Announcements (If Required)

- I would like to acknowledge the passing of former Deputy Mayor Mark Davis.
- Mayor Hammell proclaimed September 2025 Childhood Cancer Awareness Month in the Municipality of Arran-Elderslie.
- The Tara Fall Fair will be held on September 9th and 10th.

- The 2025 International Plowing Match (IPM) will be held in Grassie, Niagara Region, Ontario from September 16 to September 20, 2025.
- The Bruce Power Chesley Training Centre Fundraiser will be Thursday, September 18 from 4-7 p.m.

3. Adoption of Agenda

A planning report for a Site Plan Agreement between the Municipality and Lallemand was inadvertently missed from the agenda, staff request that it be included under staff reports 8.1.2, the report has been printed and distributed to members of Council and the by-law is included further down on the agenda.

Subsequent to further discussion, Council passed the following resolution:

301-15-2025

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that the agenda for the Council Meeting of Monday, September 8, 2025 be received and adopted, as amended.

Carried

4. Disclosures of Pecuniary Interest and General Nature Thereof

None at this time.

5. Minutes of Previous Meetings

5.1 August 11, 2025 - Regular Council Minutes

Subsequent to further discussion, Council passed the following resolution:

302-15-2025

Moved by: Councillor Steinacker

Seconded by: Deputy Mayor Shaw

Be It Resolved that the Council of the Municipality of Arran-Elderslie adopt the minutes of the Regular Council Session held August 11, 2025.

Carried

6. Delegations

6.1 Andy Dales - International Plowing Match

Mr. Dales and Mr. Lang gave a presentation to Council regarding the 2026 Bruce County International Plowing Match to be held west of Walkerton.

They would like all the Municipalities to show case in the combined Bruce County exhibit as well as promotion of the event.

They added the volunteer committee would like Big Bruce to be present at the 2026 Bruce County International Plowing Match and asked for Council's consideration on the matter.

Council thanked Mr. Dales and Mr. Lang for their presentation.

7. Correspondence

7.1 Requiring Action

7.1.1 Commemorative Crosswalk - Tara Legion Branch 383

Subsequent to further discussion, Council passed the following resolution:

303-15-2025

Moved by: Councillor Steinacker

Seconded by: Deputy Mayor Shaw

Be it resolved that Council directs staff to send correspondence to the County of Bruce Transportation and Environmental Services Department expressing their 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.

Carried

7.1.2 Arran-Tara Agricultural Society - Half Day Holiday for Fall Fair

Subsequent to further discussion, Council passed the following resolution:

304-15-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

Be it resolved that Council hereby declares a half-day holiday in the Village of Tara on September 10, 2025 for the Arran-Tara Fall Fair.

Carried

7.2 For Information

Subsequent to further discussion, Council passed the following resolution:

305-15-2025

Moved by: Councillor Hampton

Seconded by: Councillor Penner

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

7.2.1 Saugeen Memorial Hospital Foundation CT Scanner Impact Update

7.2.2 Arran-Tara Agricultural Society - Fall Fair Opening Ceremony Invite

8. Staff Reports

8.1 Planning

8.1.1 PLAN-2025-05 Mid-Year Planning Report

CAO Emily Dance and Jack Van Dorp, Director of Planning and Development for the County of Bruce presented the report to Members of Council.

Subsequent to further discussion, Council passed the following resolution:

306-15-2025

Moved by: Councillor Nickason

Seconded by: Councillor Penner

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

Carried

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

CAO Emily Dance presented her report and responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

307-15-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

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.

Carried

8.2 Building/Bylaw

8.2.1 CBO-2025-04 – Mid Year Building Report

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

Subsequent to further discussion, Council passed the following resolution:

308-15-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Nickason

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

Carried

8.3 Emergency Services

8.4 Public Works

8.4.1 PWRDS-2025-22 Ontario Community Environment Fund Grant

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

Subsequent to further discussion, Council passed the following resolution:

309-15-2025

Moved by: Councillor Nickason

Seconded by: Councillor Dudgeon

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.

Carried

8.4.2 PWRDS-2025-24 Surplus Assets

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

Subsequent to further discussion, Council passed the following resolution:

310-15-2025

Moved by: Councillor Penner

Seconded by: Councillor Steinacker

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

Carried

8.4.3 PWRDS-2025-25 Paisley Firehall and Public Works Project Update (4)

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

Subsequent to further discussion, Council passed the following resolution:

311-15-2025

Moved by: Councillor Penner

Seconded by: Councillor Hampton

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

Carried

8.5 Facilities, Parks and Recreation

8.5.1 REC-2025-16 Rural Ontario Development Program Grant Application

Manager of Facilities, Parks & Recreation, Carly Steinhoff, and Economic Development Coordinator, Jennifer Isber-Legge, responded to questions from Members of Council.

There was discussion about how obtaining the grant would support the procurement process for a Trail Master Plan.

Subsequent to further discussion, Council passed the following resolution:

312-15-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Hampton

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.

Carried

8.6 Finance

8.6.1 FIN-2025-17 Strategic Asset Management Policy

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

Subsequent to further discussion, Council passed the following resolution:

313-15-2025

Moved by: Councillor Hampton

Seconded by: Councillor Dudgeon

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.

Carried

8.6.2 FIN-2025-18 Tangible Capital Asset Policy

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

Subsequent to further discussion, Council passed the following resolution:

314-15-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Nickason

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.

Carried

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

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

Subsequent to further discussion, Council passed the following resolution:

316-15-2025

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

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

Carried

8.7 Economic Development

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

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

Subsequent to further discussion, Council passed the following resolution:

317-15-2025

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

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.

Carried

8.8 Clerks

8.8.1 SRCLK.2025-27 - Council Remuneration Policy Update

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

Council requested that the Municipalities of North Huron, Mapleton, and Minto be considered in the report.

Subsequent to further discussion, Council passed the following resolution:

318-15-2025

Moved by: Councillor Hampton

Seconded by: Councillor Penner

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.

Carried

8.9 CAO

8.9.1 CAO-2025-26 Association of Municipalities of Ontario Conference

CAO Emily Dance responded to questions from Members of Council.

Subsequent to further discussion, Council passed the following resolution:

319-15-2025

Moved by: Councillor Hampton

Seconded by: Councillor Steinacker

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

Carried

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

CAO Emily Dance responded to questions from Members of Council. She provided clarification to Members of Council on what the appeal is for.

Subsequent to further discussion, Council passed the following resolution:

320-15-2025

Moved by: Councillor Dudgeon

Seconded by: Councillor Hampton

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.

Carried

8.9.3 CAO-2025-24 Tara BESS Project Update – OLT Appeal Confirmation

CAO Emily Dance responded to questions from Members of Council.

Council discussed increasing the deposit fee or having parameters in place for when appeals are made to the Ontario Land Tribunal.

Staff time dedicated to reviewing the Tara BESS project and related correspondence has been significant. There was further discussion about seeking external resources.

There was discussion about meeting with the Province about BESS projects at the Rural Ontario Municipal Association Conference.

Subsequent to further discussion, Council passed the following resolution:

321-15-2025

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that Council hereby receives for information Report CAO-2025-24 Tara BESS project update (2).

Carried

9. Members Updates

Shaw:

Deputy Mayor Shaw attended a budget meeting for Saugeen Mobility and Regional Transit.

She also attended the ADIE Committee meeting on Tuesday, September 2, 2025, the Paisley Fall Fair, and the Paisley Firefighters Breakfast.

She attended a Grey Sauble Conservation Authority volunteer lunch. She noted that Grey Sauble Conservation meeting deferred the Tara BESS hearing.

Hampton:

Councillor Hampton attended the Chesley Fall Fair Ambassador speeches.

Dudgeon:

Councillor Dudgeon heard concerns from residents about dead trees falling on roads.

Steinacker:

Councillor Steinacker attended the ADIE Committee meeting on Tuesday, September 2, 2025. He reported that the Tara Rotary Club will be discontinuing the Annual Yard Sale.

Penner:

Councillor Penner attended the South Bruce OPP Detachment Board meeting on Tuesday, September 2, 2025.

She also attended the Paisley Fall Fair.

Nickason:

Councillor Nickason heard concerns from residents about property standards complaints.

Hammell:

Mayor Hammell attended the AMO Conference in August. He also attended the Chesley and Paisley Fall Fairs.

10. By-laws**10.1 By-law 69-2025 - Zoning By-law Amendment - Lorne Shantz**

Subsequent to further discussion, Council passed the following resolution:

322-15-2025

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be It Resolved that By-law No. 69-2025 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 69-2025 being a By-law to amend the Comprehensive Zoning By-law for the Municipality of Arran-Elderslie by changing the zone from General Agriculture Special - 'A1-28-08' to General Agriculture Special 'A1-69-2025 to allow for the construction of a barn on the lands located at 52 Sideroad 5 South Arran.

Carried

10.2 By-law 71-2025 - Site Plan Control Agreement with Lallemand Specialties Canada Inc.

Subsequent to further discussion, Council passed the following resolution:

323-15-2025

Moved by: Councillor Hampton

Seconded by: Deputy Mayor Shaw

Be It Resolved that By-law No. 71-2025 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 71-2025 being a By-law to adopt a Site Plan Agreement for Lallemand Specialties Canada Inc., located at 82 Union Street, Tara.

Carried

11. Closed Session

Subsequent to further discussion, Council passed the following resolution:

324-15-2025

Moved by: Councillor Hampton

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:

- personal matters about an identifiable individual, including municipal or local board employees; staffing update
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose; planning matters

Staff Authorized to Remain:

CAO Emily Dance

Deputy Clerk Devan Acton

Carried

12. Resolution to Reconvene in Open Session

Subsequent to further discussion, Council passed the following resolution:

325-15-2025

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved That Council of the Municipality of Arran-Elderslie does now return to the Open Session at 12:58 pm.

Carried

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

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

Direction was given to staff in Closed Session for items 1 and 2.

13.1 By-law No. 70-2025 – Being a By-law to Appoint Jackson Penner as Manager of Building and Planning/Chief Building Official for the Municipality of Arran-Elderslie

Subsequent to further discussion, Council passed the following resolution:

326-15-2025

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that By-law No. 70-2025 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 No. 70-2025 being a By-law to Appoint Jackson Penner as Manager of Building and Planning/Chief Building Official for the Municipality of Arran-Elderslie.

Carried

14. Confirming By-law

14.1 By-law 72-2025 - Confirming By-law

Subsequent to further discussion, Council passed the following resolution:

327-15-2025

Moved by: Deputy Mayor Shaw

Seconded by: Councillor Hampton

Be It Resolved that By-law No. 72-2025 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 72-2025 being a By-law to confirm the proceedings of the Regular Council meeting of the Municipality of Arran-Elderslie held Monday, September 8, 2025.

Carried

15. Adjournment

Subsequent to further discussion, Council passed the following resolution:

328-15-2025

Moved by: Councillor Hampton

Seconded by: Councillor Nickason

Be It Resolved that the meeting be adjourned to the call of the Mayor at 1:00 pm.

Carried

16. List of Upcoming Council meetings

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

Steve Hammell, Mayor

Christine Fraser-McDonald, Clerk

South Bruce OPP Detachment Board
BOARD MINUTES

Tuesday, May 13, 2025, 1:00 p.m.
Council Chambers and/or Via Microsoft Teams
1925 Bruce Road 10
Chesley, ON N0G 1L0

Members Present: Moiken Penner, Municipality of Arran-Elderslie
 Tim Elphick, Municipality of Brockton
 Don Murray, Municipality of Huron-Kinloss
 Nigel Van Dyk, Municipality of South Bruce
 Margaret Visser - Community Representative
 Joe Dietrich - Community Representative
 Stellina Williams, Municipality of Kincardine

Staff Present: Christine Fraser-McDonald, Recording Secretary
 Jennifer Lawrie, Recording Secretary
 Trish Serratore, Chief Financial Officer, Municipality of Brockton
 Devan Baker, Deputy Clerk, Municipality of Arran-Elderslie

1. Call to Order

Chair Nigel Van Dyk called the meeting to order 1:14pm. A quorum was present.

2. Election of Vice Chair

Chair Nigel Van Dyk called for nominations for the Vice Chair

Member Margaret Visser nominated Member Tim Elphick, Member Tim Elphick accepted the nomination.

Chair Nigel Van Dyk declared Tim Elphick the Vice Chair.

3. Disclosures of Conflict of Interest and/or Pecuniary Interest and General Nature Thereof

3.1 Joe Dietrich - Community Representative - Crime Stoppers of Grey Bruce

He is a member of Crime Stoppers Grey Bruce.

4. **Approval of Agenda**

Subsequent to further discussion, the following resolution was passed:

09-2025-02

Moved by: Tim Elphick

Seconded by: Don Murray

Be It Resolved that the agenda for the South Bruce OPP Detachment Board Meeting of May 13, 2025 be received and adopted, as distributed by the Recording Secretary.

Carried

5. **Approval of Past Minutes**

5.1 **South Bruce OPP Detachment Board Minutes - February 4, 2025**

Subsequent to further discussion, the following resolution was passed:

10-2025-02

Moved by: Joe Dietrich - Community Representative

Seconded by: Tim Elphick

Be It Resolved that the South Bruce OPP Detachment Board adopt the minutes of the meeting held on February 4, 2025.

Carried

6. **Business from Previous Meetings**

Member Tim Elphick asked if there is any direction regarding signage on Highway 21.

Member Don Murray recommended the board request a delegation at AMO.

Member Tim Elphick asked if this had been put forward to Bruce County.

Clerk Jennifer Lawrie offered to work with Jen White on who will put forward the delegation.

Chair Nigel Van Dyk asked Clerk Jennifer Lawrie if she had time to create a delegation request. Member Don Murray recommended the delegation request go to Bruce County.

The board directed staff to prepare a delegation request.

7. Reports

7.1 Inspector's Report

Inspector Wilcox presented his report to the board.

Member Moiken Penner asked what was being patrolled on trails.

Member Don Murray asked if there was an advocacy for having additional nurses.

Inspector Wilcox noted he was always lobbying the Province for additional nursing staff and the nursing staff is employed by Brightshores Health Services.

Inspector Wilcox added the detachment received a RIDE program grant.

Subsequent to further discussion, the following resolution was passed:

11-2025-02

Seconded by: Moiken Penner

Be It Resolved that the South Bruce OPP Detachment Board receives the Detachment Commander's report for information.

Carried

7.2 Staff Report - Board Secretary-Treasurer

Clerk Jennifer Lawrie presented her report to the Board. She clarified it would be an independent contractor with no additional compensation.

Member Moiken Penner left the meeting at 2:25pm.

Subsequent to further discussion, the following resolution was passed:

12-2025-02

Moved by: Don Murray

Seconded by: Margaret Visser -
Community Representative

That the South Bruce OPP Detachment Board approve the Employment Opportunity – Secretary-Treasurer posting and the Secretary-Treasurer – Hiring, Job Description and Performance Review Policy; and

That an ad-hoc committee consisting of the Chair, Vice Chair, and Stellina Williams be established to participate in the hiring process per the Secretary-Treasurer – Hiring, Job Description and Performance Review Policy; and

That the South Bruce OPP Detachment Board direct staff to begin the process for hiring a Secretary-Treasurer.

Carried

8. Correspondence

8.1 For Information

Clerk Jennifer Lawrie clarified the boards membership.

Member Margaret Visser will attend the OAPSB Zone 5 meeting on May 27th.

The board directed staff to send information about the election candidates.

Member Joe Dietrich left the meeting at 2:40pm due to a conflict of interest with item 8.1.3.

There was further discussion about the board sponsoring events. Treasurer Trish Serratore clarified there is no budget line for donations.

The board directed staff to put a notice on the website that the board does not issue donations or sponsorships.

Member Joe Dietrich rejoined the meeting at 2:46pm.

Subsequent to further discussion, the following resolution was passed:

13-2025-02

Moved by: Don Murray

Seconded by: Tim Elphick

Be It Resolved that the South Bruce OPP Detachment Board receives, notes, and files correspondence on the Agenda for information purposes.

Carried

8.1.1 Notice of Election - OAPSB Zone 5

8.1.2 OAPSB Zone 5 Elections By-law

8.1.3 Crime Stoppers of Grey Bruce

Joe Dietrich - Community Representative declared a conflict on this item. (He is a member of Crime Stoppers Grey Bruce.)

9. Next Meeting

- September 2, 2025 - Municipality of Brockton
- November 4, 2025 - Municipality of Kincardine

10. Adjournment

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

Board Chair

Board Secretary

**Accessibility, Diversity, Inclusion and Equity Advisory Committee
MINUTES**

**Monday, June 2, 2025, 4:00 p.m.
Council Chambers and/or Via Microsoft Teams
1925 Bruce Road 10
Chesley, ON N0G 1L0**

Members Present: Deputy Mayor Jennifer Shaw
Tara Ward Councillor Peter Steinacker
Sandra Crockard, Community Member
Whitney Bonnett, Community Member
Nancy Butchart, Community Member

Staff Present: Devan Baker, Deputy Clerk
Julie Hamilton, Coordinator of Infrastructure and
Development

1. Call to Order

Chair Jennifer Shaw called the meeting to order at 4:05 pm. A quorum was present.

2. Approval of Agenda

The Committee passed the following resolution:

ADIE-2025-06-02-01

Moved by: Nancy Butchart,
Community Member

Seconded by: Sandra Crockard,
Community Member

Be It Resolved that the ADIE Committee adopts the agenda as distributed by the Deputy Clerk.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

None at this time.

4. Approval of Previous Minutes

4.1 ADIE Minutes - March 3, 2025

The Committee passed the following resolution:

ADIE-2025-06-02-02

Moved by: Whitney Bonnett,
Community Member

Seconded by: Tara Ward Councillor Peter
Steinacker

Be It Resolved that the ADIE Committee adopts the minutes of the meeting held on March 3, 2025.

Carried

5. New Business

5.1 Update on Workshop Session Dates

Chair Jennifer Shaw and Staff have been working with Colleen Purdon from Welcoming Communities Grey Bruce and May Ip to facilitate a committee workshop. She provided a high level of how the workshop would be facilitated.

There was further discussion regarding an alternate time to facilitate the workshop.

The ADIE Committee suggested a workshop for Monday, June 9, 2025 from 4:00 to 6:00 pm would be best for the ADIE Committee.

6. Upcoming Business

6.1 'Belonging Matters' Workshop - October 7, 2025

The Committee noted that the Tamarack Institute, United Way Perth-Huron, and Huron Perth Public Health will be hosting a 'Belonging Matters' workshop on Tuesday, October 7, 2025, from 8:30 a.m. to 4:00 p.m. at the Libro Community Hall in Clinton.

6.2 Free Swim Passes to Borrow

Chair Jennifer Shaw noted that Council will provide one (1) free public swim weekly at the Tara and Chesley pools to remove any financial barrier for residents to enjoy the municipal pools this summer.

Free swim passes can be checked out through the Bruce County Public Library to ensure everyone has a chance to enjoy the Chesley and Tara pools this summer.

6.3 Ben's Blue Bags

Chair Jennifer Shaw shared that she had spoken with a community member about “Ben’s Blue Bags,” which are designed to assist first responders in supporting individuals with sensory needs or developmental disabilities. These bags typically include fidget items, noise-cancelling headphones, and similar sensory tools.

She noted that the community member expressed interest in presenting to the ADIE Committee about how Arran-Elderslie Fire and Emergency Services might implement the use of these bags.

6.4 Grey Bruce Community Safety & Well-Being Planning

There was further discussion about the Grey Bruce Community Safety & Well-Being Planning. The ADIE Committee would like an update on the Grey Bruce Community Safety & Well-Being Planning and confirm whether an internal staff member is participating on the committee.

7. Action Items Tracking Sheet

The framework has been updated based on discussions from the past meeting.

8. Next Meeting Date

- September 2, 2025 (Monday is a holiday)
- December 1, 2025

9. Adjournment

The Committee passed the following resolution:

ADIE-2025-06-02-03

Moved by: Sandra Crockard,
Community Member

Seconded by: Whitney Bonnett,
Community Member

Be It Resolved that the meeting adjourned at 4:45 p.m.

Carried

Chair

Secretary

Compassionate end - of - life care CLOSER TO HOME



A Place for All of Us...

G.M. DIEMERT ARCHITECT INC.



75% of Canadians want to die at home, ONLY 15% DO.

of Deaths in Grey Bruce
annualized based on
2022-2023 data:

1,779

Impacting **8,895**
individuals

Today in Grey-Bruce
12 Active Hospice
Residence Beds
(Population 174,300)

Aging Population
Projected Population in
Ontario Health West
over age of 65 in 10 years:
35 %

Caregiver Burnout
is on the rise

*Based on a 2024 Ontario Health West needs analysis: Grey Bruce needs **18** Hospice Residence Beds



Our Mission :

In partnership with our communities and the Ministry of Health, the Board's Mission is to plan, design, build and operate a 6-bed hospice residence that brings compassionate end-of-life care – Closer to Home

What is a Hospice Residence?



A hospice is a warm and welcoming place where individuals with life-limiting illnesses receive compassionate care and support in a home-like environment where residents can live their final days with dignity and comfort.



Hospice care focuses on enhancing the quality of life, managing pain and symptoms, and providing emotional and spiritual support to both residents and their families.



The dedicated staff and volunteers at hospice residences are committed to making every moment meaningful, ensuring that residents feel valued and loved.

Hospice services typically include:

- 24/7 nursing and personal support care
- Medical Care
- Pain and symptom management
- Emotional and spiritual support
- Bereavement support for residents and families
- Volunteer services
- Recreational and therapeutic activities





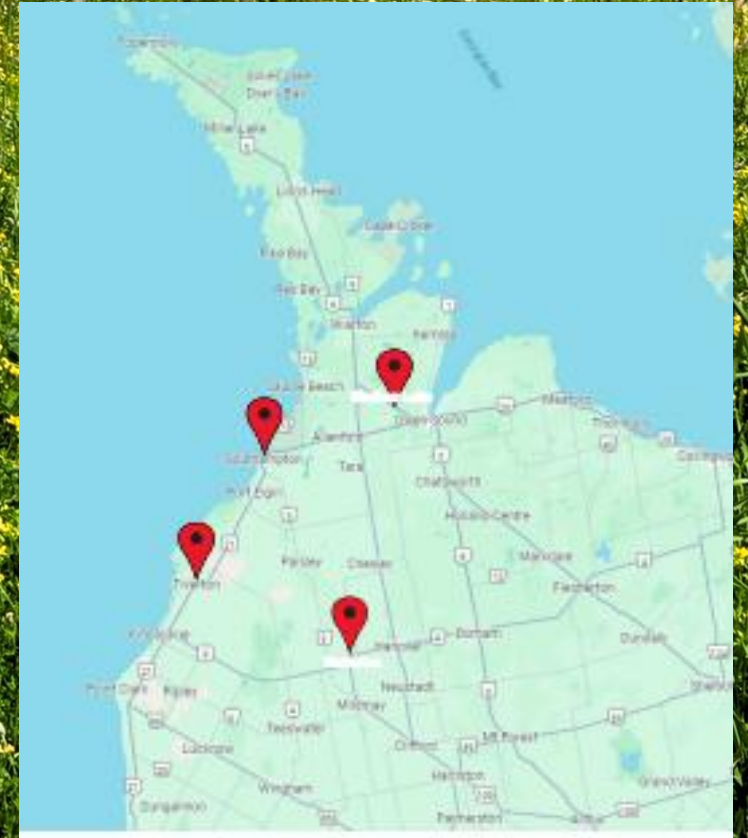
Not-for-profit community corporation, incorporated in 2021

Building a free-standing hospice residence in southern Bruce County. The plan is to construct a 6-bed hospice in Eastridge Park, Walkerton, Ontario.

Serving South Bruce, Brockton, southern Arran-Elderslie, Hanover, West Grey, Minto, and surrounding areas.

The Municipality of Brockton generously donated this land to Saugeen Hospice Inc.

Saugeen Hospice is anticipating welcoming their first resident, summer 2028.





CLOSER TO HOME

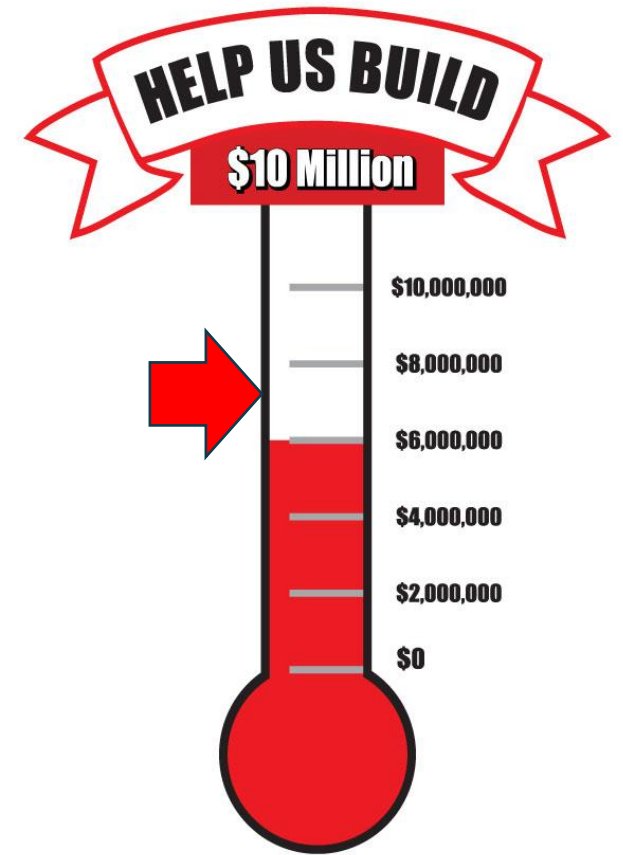
More time together – Less travel means families can visit more often and stay longer without the strain of lengthy commutes.

Stronger emotional support – Residents and their families can remain connected to friends, faith groups, and local counsellors while accessing Saugeen Hospice's planned dedicated grief and bereavement services.



Cost to Build Saugeen Hospice

| | |
|-----------------------------|----------------|
| Campaign Goal | \$10,000,000 * |
| Donations & Pledges to Date | \$7,000,000 |



*The final estimate of the cost to build will be finalized just before the start of construction



The Saugeen Hospice Board envisions the Saugeen Hospice Residence Hospice as a truly a regional resource — built by, supported by, and accessible to the residents of every county and municipality in our area.

We believe that compassionate, end-of-life care should be a shared commitment, uniting local governments, community organizations, and residents in a common purpose.

By bringing all counties and municipalities to the table, we ensure that Saugeen Hospice reflects the collective values, needs, and strengths of our entire region — and stands as a testament to what we can achieve together.

Together, we can build a space that reflects the heart of our region.

Let's make this a place where every municipality sees itself—and its people—reflected.



Phone:

Office: 519-901-7011

Email:

askus@saugeenhospice.ca

Mailing Address:

Saugeen Hospice

P.O. Box 20173

Hanover, ON N4N 3T1

Office Address:

Saugeen Hospice

7 Victoria Street, South

Walkerton, ON N0G 2Vo



Outlook

September 28 Fill Your Bowls event

From: Michael Patterson [REDACTED]
Sent: September 4, 2025 7:47 PM
To: Katrina Eke <KEke@arran-elderslie.ca>
Subject: September 28 Fill Your Bowls event

To whom it may concern,
Please contact me regarding the invoicing for the Fill Your Bowls event. As last year we would like to request that the fees be waved since this is a community fund raising event.

Regards,
Mike Patterson
[REDACTED]

[Sent from Rogers Yahoo Mail on Android](#)



MEDIA RELEASE (Sept. 16, 2025): More Than Trees: GSCA Helping Landowners Enhance Their Property and Leave a Legacy

From Grey Sauble Conservation Authority <media@greysauble.on.ca>

Date Tue 2025-09-16 2:33 PM

 2 attachments (5 MB)

Photo_1_Machine Planting Open Field.jpg; Photo_2_Machine Planted Pine Seedling.jpg;



September 16, 2025

For immediate release

More Than Trees: GSCA Helping Landowners Enhance Their Property and Leave a Legacy

Grey Sauble Conservation Authority (GSCA) is inviting local landowners to participate in its Tree Planting Program for spring 2026, an opportunity to transform unused land into thriving forests, enhance their property, and leave a green legacy for future generations.

Since 1984, GSCA has helped landowners plant millions of trees across Grey Bruce. Through this program, GSCA provides expert planning and planting services, helping landowners design and establish windbreaks, riparian buffers to improve water quality, and larger tree planting projects. Participants also gain access to financial support through Forests Canada's 50 Million Tree Program, with grants available to cover up to 90% of project costs.

The environmental benefits of planting trees are well known, including supporting biodiversity, capturing carbon, improving air and water quality, and reducing erosion. What landowners may not realize is that planting trees can also bring direct benefits to their property. Trees can enhance property, provide wind and noise barriers, reduce heating and cooling costs, boost crop yields, and create new recreational opportunities. Forests also play a vital role in helping communities adapt to and mitigate the impacts of climate change.

"Every tree planted is an investment in your land and in the future of our communities," says Michael Fry, Forestry Coordinator at GSCA. "Our full-service program makes it easy for landowners to plant trees that enhance their property, support local wildlife, and leave a greener legacy for generations to come."

Landowners with at least 0.4 hectares (1 acre) of open land, or 1,200 metres for windbreaks or riparian buffer planting, are eligible for grants. GSCA staff are encouraging interested landowners to get in touch now to begin planning their spring 2026 tree planting project.

For more information about GSCA's Tree Planting Program, visit www.greysauble.on.ca/forestry-services/, email: forestry@greysauble.on.ca, or call 519-376-3076.

-30-

Photo 1: Machine tree planting in an open field.

Photo 2: Machine planted pine seedling.

For more information:

Grey Sauble Conservation Authority
media@greysauble.on.ca

Background:

Vision: A vibrant watershed, supported by the GSCA, where ecosystems thrive, and communities are healthy, safe and prosperous.

Mission: To champion a healthy and safe watershed through innovative conservation efforts, sound planning, and inspiring education initiatives, now and in the future.

Grey Sauble Conservation Authority

519-376-3076
media@greysauble.on.ca
www.greysauble.on.ca



We've Temporarily Moved!

While our office gets renovated, find us at 901 3rd Avenue East, Suite 215, Owen Sound (above the Post Office).

This email communication and accompanying documents are intended only for the individual or entity to which it is addressed and may contain information that is confidential, privileged or exempt from disclosure under applicable law. Any use of this information by individuals or entities other than the intended recipient is strictly prohibited. If you received this communication in error, please notify the sender immediately and delete all the copies (electronic or otherwise) immediately. Thank you for your cooperation.

For after-hours, non-911 emergencies, call 226-256-8702. Please do not use this number for Environmental Planning Department related inquiries. For information regarding GSCA properties, visit

our website: www.greysauble.on.ca.

(No subject)

From Vickers, Paul <paul.vickers@pc.ola.org>

Date Tue 2025-09-16 2:38 PM

To Vickers, Paul <paul.vickers@pc.ola.org>

MEDIA RELEASE: Ontario Investing Over \$16 Million to Support Critical Infrastructure in Bruce-Grey-Owen Sound



September 16, 2025

The provincial government's \$16,309,769 investment will build and maintain roads, bridges, waterworks, and other core infrastructure across Bruce—Grey—Owen Sound

OWEN SOUND — The Ontario government is investing \$16,309,769 to help renew and update municipal infrastructure across Bruce-Grey-Owen Sound.

The funding will be delivered through the 2026 [Ontario Community Infrastructure Fund \(OCIF\)](#) as part of the government's more than \$200 billion capital plan to protect Ontario by building key public infrastructure that will strengthen the economy and keep workers on the job in the face of tariffs and economic uncertainty.

2026 OCIF allotments for municipalities in Bruce—Grey—Owen Sound are as follows:

| | |
|--|-------------|
| Municipality of Arran-Elderslie | \$1,113,944 |
| County of Bruce | \$1,633,528 |
| Township of Chatsworth | \$464,400 |
| Township of Georgian Bluffs | \$271,450 |
| County of Grey | \$3,836,916 |
| Municipality of Grey Highlands | \$598,586 |
| Town of Hanover | \$489,385 |
| Municipality of Meaford | \$1,563,859 |
| Municipality of Northern Bruce Peninsula | \$354,362 |
| City of Owen Sound | \$3,647,845 |
| Township of Southgate | \$558,202 |
| Town of South Bruce Peninsula | \$655,353 |
| Municipality of West Grey | \$1,121,939 |

"OCIF is a fiscal lifeline for small and rural municipalities across Bruce—Grey—Owen Sound," said MPP Paul Vickers. "I am pleased to see that this year's allocation is a 6.7% increase from last year. I am sure our municipal partners will put this funding to good use, for core infrastructure projects

that make a difference for residents across Bruce and Grey counties. I want to thank Minister Surma for her leadership on the infrastructure portfolio, helping lead this unprecedented era of construction.”

In 2026, Ontario will allocate \$400 million in OCIF funding to help 423 small, rural and northern communities address critical infrastructure such as roads, bridges, water and wastewater systems. The minimum grant amount for municipalities will increase to \$125,000 from \$100,000. Funding allocations are based on a [formula](#) that accounts for the different needs and economic conditions of each community. Communities may accumulate funding for up to five years to address larger infrastructure projects.

“Small, rural and northern communities are essential to the growth and prosperity of Ontario,” said Kinga Surma, Minister of Infrastructure. “That is why we’re increasing the Ontario Community Infrastructure Fund’s minimum grant amount to provide predictability and stability for these communities and ensure they have the resources they need to thrive. With our record investments across all infrastructure programs, we’re driving an unprecedented wave of construction—highways, transit, hospitals, schools, and more — to make communities stronger, keep workers on the job, and drive economic growth for generations to come.”

The OCIF provides funding for local infrastructure projects in municipalities with populations under 100,000, rural and northern municipalities, as well as for Local Services Boards that own water or wastewater systems.

-30-

For more information:
Office of Paul Vickers, MPP
paul.vickers@pc.ola.org
519-371-2421

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Friday, June 20, 2025, 10:00 a.m.

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

Board Members Present: Kym Hutcheon, Deputy Mayor, Brockton, Chair
 Ed McGugan, Councillor, Huron-Kinloss (past Chair)
 Doug Townsend, Councillor, West Grey
 John Divinski, Councillor, Saugeen Shores
 Scott Mackey, Mayor, Chatsworth
 Joel Loughhead, Councillor, Grey Highlands
 Monica Singh-Soares, Councillor, Southgate (via Zoom)
 Warren Dickert, Deputy Mayor, Hanover
 Mike Hinchberger, Councillor, Kincardine

Absent members: Jennifer Shaw, Deputy Mayor, Arran-Elderslie, Vice-Chair

Other members present: Stephan Labelle, Manager

1. Call to Order

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

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

None declared.

3. Approval of Agenda Motion

Motion Moved by John Divinski; Seconded by Doug Townsend.
 That the agenda be accepted as presented.

Carried

4. Minutes of the Previous Meeting – May 16, 2025

Motion Moved by Ed McGugan; Seconded by Scott Mackey.
 That the minutes from May 16, 2025 be approved as presented.

Carried

5. Business Arising from the Minutes

A. Partnership agreement and By-law June 2025

Revisions to the partnership agreement and Bylaw were discussed. The board agreed that the Manager will coordinate with Loucks & Loucks to finalize the partnership agreement and bylaws and present the finalized document for review at the September 12, 2025 meeting.

Motion Moved by Doug Townsend; Seconded by Warren Dickert.

That the Manager coordinate with Loucks & Loucks to finalize modifications on the Partnership agreement and By-law June 2025.

Carried

6. New Business

A. Meetings

The scheduling of meetings was discussed, and a consensus was reached regarding the preferred meeting times.

Motion Moved by Joel Loughead; Seconded by John Divinski.

That the monthly meetings be held on the second Friday of each month, at 10AM, starting with the September 2025 meeting.

Carried

B. Annual Letter

The letter sent annually to municipalities was presented and discussed. It was agreed to modify it slightly.

Motion Moved by Warren Dickert; Seconded by John Divinski.

That the annual letter be sent to the Partnership municipalities.

Defeated. This matter will be deferred until the September 2025 meeting.

C. Regional integrated software study

A study between Saugeen Mobility and Home & Community Support Services (HCSS) was discussed. The aim is to coordinate dispatching so that vehicles from both organizations don't end up in the same place.

Motion Moved by Ed McGugan; Seconded by Scott Mackey.

That the Manager of Saugeen Mobility and Regional Transit (S.M.A.R.T.), and the Chair, Board of Directors, have the authority to use Saugeen Mobility budget funds to a maximum of \$500 and to go ahead with the RTSF planning project dealing with SMART/HCSS integrated software study. This includes signing cheques and entering into contract agreements with vendors.

Carried

7. Reports and Recommendations

A. Report on May 2025 operations

The May 2025 Operations Report indicated that a total of 2,679 rides were carried out. The report also showed that deadhead kilometers (51,162km) accounted for 133% of billed kilometers, reflecting an improvement of 1% in efficiency.

Motion Moved by Doug Townsend; Seconded by Mike Hinchberger.

That the report on May 2025 operations be accepted as presented.

Carried

8. Closed Session - none

9. Adjournment & Upcoming Meeting Date

Friday, September 12, 2025, 10:00 a.m.

Motion Moved by Scott Mackey; Seconded by Ed McGugan.

That the Board meeting be adjourned as of 11:25 a.m.

Carried



Kym Hutcheon, Chair



Stephan Labelle, Recording Secretary

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES Friday, September 5, 2025, 3:30 P.M. via Zoom

Board Members Present: Kym Hutcheon, Deputy Mayor, Brockton, Chair
Jennifer Shaw, Deputy Mayor, Arran-Elderslie, Vice-Chair
Ed McGugan, Councillor, Huron-Kinloss (past Chair)
Doug Townsend, Councillor, West Grey
John Divinski, Councillor, Saugeen Shores
Scott Mackey, Mayor, Chatsworth
Joel Loughhead, Councillor, Grey Highlands
Monica Singh-Soares, Councillor, Southgate
Warren Dickert, Deputy Mayor, Hanover
Mike Hinchberger, Councillor, Kincardine

Absent members: none

Other members present: Stephan Labelle, Manager

1. Call to Order

The Chair called the meeting to order at 3:30 P.M.

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

None declared.

3. Approval of Agenda Motion

Motion Moved by Scott Mackey; Seconded by John Divinski.

That the agenda be accepted as presented.

Carried

4. Minutes of the Previous Meeting – June 20, 2025 – deferred to September 12, 2025 Board meeting

5. Business Arising from the Minutes – deferred to September 12, 2025 Board meeting

6. Correspondence - none

7. New Business

A. South Bruce municipal contribution to SMART

A discussion on South Bruce's municipal contribution to SMART concluded by agreeing on \$12,000.

Motion Moved by Ed McGugan; Seconded by Warren Dickert.

That the municipal contribution for South Bruce be set at \$12,000.

Carried

B. Budget

Board members asked various questions about the proposed budget. The Manager responded to these questions, underscoring that the combination of higher client ride fees and increased municipal contributions will ensure that revenue objectives for 2026 are achieved.

Motion Moved by Doug Townsend; Seconded by Joel Loughhead.

That the 2026 budget be approved as presented.
Carried

8. Reports and Recommendations – deferred to September 12, 2025 Board meeting

9. Closed Session - none

10. Adjournment & Upcoming Meeting Date

Friday, September 12, 2025, 10:00 a.m.

Motion Moved by Monica Singh-Soares; Seconded by Mike Hinchberger.

That the Board meeting be adjourned as of 3:58 P.M.

Carried


Kym Hutcheon, Chair
Stephan Labelle, Recording Secretary

SAUGEEN MOBILITY
and REGIONAL TRANSIT
Box 40 Walkerton, ON N0G 2V0
519-881-2504 1-866-981-2504

September 17, 2025

Dear Member Municipal Councils and CAOs,

Thank you for your continued partnership with Saugeen Mobility and Regional Transit (SMART). SMART continues to increase its rides capacity after the slowdown caused by COVID-19 (as evidenced in the attached report, an increase of 11% in rides in 2024 compared to 2023), and the company remains sound financially.

Throughout 2024, the SMART Board and management continued to review operations and practices to ensure effective and efficient service delivery. A few highlights from 2024:

1. SMART received two 7-passenger vans in 2024. They were funded by a grant from the federal government. SMART, as part of its asset management plan, received, in 2025, an additional two 7-passenger vans and eight wheelchair accessible minivans through a federal government grant.
2. SMART participated in talks to integrate operations between various transportation agencies in order to make transportation more efficient within Grey and Bruce Counties. The aim is to avoid situations where vans from different transportation agencies end up in the same parking lot, and to minimize "deadhead" (unbilled distance travelled to and from client's residence).
3. In May 2025, SMART sent an electronic copy of the financial statements to all member municipalities. Additionally, please find attached Ridership Statistic Summary January to December 2024.

Lastly, SMART management and its Board are working with the municipality of Kincardine toward a pilot project that would offer evening and Sunday rides to citizens with physical and/or mental challenges.

Sincerely,

SMART Board of Directors

RIDERSHIP STATISTICS SUMMARY - JANUARY TO DECEMBER 2024

| | | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOTAL | CHANGE |
|-----------------|------|------|------|------|------|------|------|------|------|------|------|------|------|-------|---------|
| ARRAN-ELDERSLIE | 2024 | 257 | 269 | 271 | 470 | 314 | 207 | 117 | 208 | 278 | 334 | 312 | 192 | 3229 | 14.83% |
| | 2023 | 167 | 181 | 206 | 148 | 213 | 196 | 159 | 179 | 202 | 282 | 356 | 523 | 2812 | |
| BROCKTON | 2024 | 248 | 315 | 300 | 311 | 227 | 304 | 383 | 442 | 356 | 338 | 460 | 390 | 4074 | 20.07% |
| | 2023 | 149 | 164 | 222 | 263 | 276 | 309 | 345 | 396 | 267 | 386 | 324 | 292 | 3393 | |
| CHATSWORTH | 2024 | 105 | 94 | 58 | 122 | 99 | 68 | 114 | 75 | 146 | 85 | 60 | 61 | 1087 | -5.56% |
| | 2023 | 76 | 60 | 87 | 91 | 123 | 113 | 103 | 82 | 107 | 119 | 142 | 48 | 1151 | |
| GREY HIGHLANDS | 2024 | 42 | 36 | 26 | 38 | 36 | 58 | 17 | 36 | 67 | 51 | 28 | 28 | 463 | 157.00% |
| | 2023 | 6 | 3 | 8 | 15 | 26 | 11 | 14 | 19 | 12 | 58 | 58 | 52 | 282 | |
| HANOVER | 2024 | 584 | 552 | 488 | 637 | 617 | 419 | 438 | 669 | 403 | 485 | 352 | 474 | 6118 | 14.55% |
| | 2023 | 463 | 409 | 481 | 410 | 416 | 408 | 400 | 479 | 360 | 466 | 550 | 499 | 5341 | |
| HURON-KINLOSS | 2024 | 52 | 74 | 64 | 95 | 127 | 99 | 32 | 146 | 100 | 113 | 89 | 83 | 1074 | -23.34% |
| | 2023 | 119 | 72 | 111 | 136 | 119 | 106 | 116 | 143 | 109 | 134 | 118 | 118 | 1401 | |
| KINCARDINE | 2024 | 95 | 121 | 118 | 193 | 185 | 138 | 264 | 404 | 285 | 249 | 210 | 148 | 2410 | 7.64% |
| | 2023 | 152 | 97 | 195 | 179 | 158 | 212 | 238 | 269 | 153 | 141 | 308 | 137 | 2239 | |
| SAUGEEEN SHORES | 2024 | 330 | 383 | 347 | 514 | 447 | 433 | 359 | 266 | 337 | 379 | 334 | 232 | 4361 | -9.71% |
| | 2023 | 351 | 363 | 476 | 527 | 442 | 453 | 277 | 350 | 335 | 435 | 539 | 282 | 4830 | |
| SOUTHGATE | 2024 | 78 | 83 | 74 | 74 | 97 | 82 | 84 | 82 | 108 | 151 | 115 | 64 | 1092 | 117.53% |
| | 2023 | 30 | 24 | 39 | 21 | 41 | 33 | 19 | 22 | 41 | 58 | 111 | 63 | 502 | |
| WEST GREY | 2024 | 207 | 197 | 250 | 282 | 307 | 358 | 250 | 246 | 251 | 319 | 318 | 212 | 3197 | 17.88% |
| | 2023 | 216 | 183 | 220 | 207 | 243 | 233 | 232 | 300 | 257 | 229 | 260 | 132 | 2712 | |
| SUB-TOTALS | 2024 | 1998 | 2124 | 1996 | 2736 | 2456 | 2166 | 2058 | 2574 | 2331 | 2504 | 2278 | 1884 | 27105 | 9.90% |
| | 2023 | 1729 | 1556 | 2045 | 1997 | 2057 | 2074 | 1903 | 2239 | 1843 | 2308 | 2766 | 2146 | 24663 | |
| OTHER | 2024 | 0 | 0 | 0 | 0 | 0 | 70 | 44 | 57 | 30 | 42 | 26 | 0 | 269 | 23.39% |
| | 2023 | 0 | 0 | 0 | 0 | 0 | 38 | 34 | 30 | 0 | 38 | 78 | 0 | 218 | |
| GREY-BRUCE STS | 2024 | 51 | 69 | 54 | 73 | 70 | 50 | 0 | 0 | 88 | 116 | 101 | 42 | 714 | 51.27% |
| | 2023 | 7 | 6 | 13 | 49 | 55 | 44 | 0 | 0 | 71 | 94 | 133 | 0 | 472 | |
| TOTALS | 2024 | 2049 | 2193 | 2050 | 2809 | 2526 | 2286 | 2102 | 2631 | 2449 | 2662 | 2405 | 1926 | 28088 | 10.79% |
| | 2023 | 1736 | 1562 | 2058 | 2046 | 2112 | 2156 | 1937 | 2269 | 1914 | 2440 | 2977 | 2146 | 25353 | |



Staff Report

Council Meeting Date: September 22, 2025

Subject: PWRDS-2025-17 – Angled Parking River Street – Notice of Motion

Report from: Scott McLeod, Public Works Manager

Emily Dance, Chief Administrative Officer

Recommendation

Be It Resolved that Council hereby approves Report PWRDS-2025-17 Angled Parking River Street

AND FURTHER the current motion regarding angled parking on River Street be addressed in conjunction with the direction provided on June 9, 2025, which authorized staff to:

“Engage with a consultant in partnership with the County of Bruce to proceed with a high-level feasibility review for the potential conversion of Mill Drive and Rowe Street from two-way to one-way traffic, and that the review include the key components outlined in the report; and direct staff to engage with a consultant to perform a parking study for the urban areas of Paisley, Tara and Chesley, with the associated expenses for the projects to be included in 2026 Budget deliberations.

Background

At the July 14, 2025 meeting, Council supported a notice of motion in response to growing concerns about parking availability in the downtown core of Paisley.

Key Points:

Council directs staff to undertake a comprehensive engineering study to evaluate the feasibility of establishing angled parking spaces on River Street, in front of the retaining wall at 325 Albert Street on Water Street, adjacent to the municipal pump house.

Scope of the Engineering Study:

The study shall include, but is not limited to, the following components:

1. Parking Configuration Analysis

- Determine the optimal number of angled parking spaces, including at least one accessible space, that can be safely and efficiently accommodated within the specified location.

2. Site Modification Requirements

- Assess necessary infrastructure changes such as signage, curb adjustments, drainage improvements, and accessibility enhancements.
- Evaluate potential impacts on the accessibility and operation of the adjacent municipal pump house.

3. Preliminary Cost Estimate

- Provide an estimate for the design, construction, and implementation of the proposed parking configuration.

4. Long-Term Maintenance Considerations

- Analyze ongoing maintenance needs and associated costs, including snow removal and surface upkeep.

5. Environmental and Riverfront Impact

- Assess potential impacts on the adjacent riverfront area and identify any environmental considerations.

Stakeholder Engagement:

Staff are directed to consult with the following stakeholders:

- The Paisley Chamber of Commerce
- The Paisley Community Working Group
- Residents in the immediate vicinity of the proposed parking area
- Relevant municipal departments, including Planning, Engineering, and Public Works

Reporting Timeline:

Staff shall present a report to Council within 90 days, which will include:

- Findings of the engineering study
- Results of the zoning by-law review

- Any recommended by-law amendments or policy changes

Analysis

Staff have reviewed the motion and recommend that it be addressed in conjunction with Council's direction of June 9, 2025 to:

"engage with a consultant in partnership with the County of Bruce to proceed with a high-level feasibility review for the potential conversion of Mill Drive and Rowe Street from two-way to one-way traffic, and that the review include the key components outlined in the report; and direct staff to engage with a consultant to perform a parking study for the urban areas of Paisley, Tara and Chesley with the associated expenses for the projects be included in 2026 Budget deliberations."

This approach would allow parking concerns and potential areas for improvement to be assessed holistically, rather than through separate and potentially duplicative reports.

BMROSS Feasibility Assessment

BMROSS was engaged to undertake a preliminary assessment of the feasibility of developing a new parking area along Water Street, near the pumping station in Paisley, in response to increased parking demand on Queen Street in the downtown core. The full report is attached for Council's information, and the key findings are highlighted below.

Key Findings & Recommendations

Parking Demand:

There are concerns about insufficient standard and accessible parking spaces for residents, visitors, and business patrons. BMROSS suggests confirming the need for additional parking through a community-wide parking study and considering enhanced enforcement of the 2-hour parking limit.

Conceptual Layouts:

Two parking layout options were developed for Water Street (east of Albert Street), potentially accommodating 10 new spaces (either 90° or 45° angle). The 45° layout may be problematic for longer vehicles due to traffic conflicts.

Accessibility Considerations:

- The proposed area is distant from the downtown core, which may limit use.
- There is a 4m grade change between the parking area and the parkette at the top of the hill.
- The existing sidewalk is narrow and has a grade differential, posing accessibility challenges, especially in winter.
- The sidewalk between Albert St. and the Parkette is not maintained in winter.

- It may be more practical to add an accessible space at the top of Water Street hill (where four spaces already exist), requiring repainting and asphalt repairs.

Other Observations:

- Parking efficiency could be improved by marking individual stall lengths.
- Redundant or oversized business entrances on Queen Street could be reduced to allow for more marked parking spaces.

Cost Estimates

- New Water Street Parking Area: \$25,000 to \$32,000 (before HST)
- Repairs and Additional Accessible Space (by cenotaph): \$4,500 to \$5,300

BMROSS Proposed Services (if project proceeds):

- Design, survey, specifications: \$5,100 + HST
- Construction review and admin: \$2,380 + HST

Summary

While establishing a parking area on Water Street is feasible, the Municipality should carefully consider cost, proximity to downtown, enforcement, and efficiency improvements before proceeding. A comprehensive parking study is recommended to assess overall needs.

Staff also wish to highlight several constraints that make a full engineering study within the 90-day reporting window challenging:

- **Time Sensitivity:** Completing a comprehensive engineering study, including design, costing, and stakeholder consultation, within 90 days is not feasible.
- **Regulatory Oversight:** The proposed location is regulated by the Saugeen Valley Conservation Authority (SVCA), and a permit may be required for any modifications. Staff have initiated an inquiry with SVCA to determine whether alteration of the lands and parking is permissible at this location.
- **Site Complexity:** The proximity to the municipal pump house and the riverfront introduces additional considerations that may be more efficiently addressed through a targeted consultant review.
- **Stakeholder Consultation:** It is important to note that meaningful stakeholder consultation is best conducted once SVCA approval has been confirmed, and a preliminary site design has been established. This will ensure that feedback is informed and focused on a viable concept.
- **Cost:** a comprehensive engineering study will involve significant costs that are not currently allocated within the approved budget.
- **Staff Capacity:** At present, staff are actively engaged in delivering approved capital projects and routine operational activities typical for this time of year. Initiating either a consultant-led review or a full engineering study would require

- a reallocation of staff time and resources, potentially impacting the progress of current priorities.

Link to Strategic/Master Plan

6.3 Facilitating Community Growth

Financial Impacts/Source of Funding/Link to Procurement Policy

A comprehensive parking study typically costs \$15,000–\$40,000, depending on scope and detail. Developing parking along Water Street is estimated at \$25,000–\$30,000. Council should consider these options during 2026 Capital Budget planning.

BMROSS has recommended painting individual parking stalls in the Paisley downtown area. The estimated additional operating cost is approximately \$2,000. This work could be scheduled for the spring, to coincide with other municipal line painting activities.

Approved by: Emily Dance, Chief Administrative Officer

Staff Report

Council Meeting Date: September 22, 2025

Subject: PWRDS-2025-23 Stormwater Needs Study - Chesley, Paisley, Tara

Report from: Julie Fenton, Infrastructure & Development Coordinator

Attachments: None.

Recommendation

Be It Resolved that Council hereby receives for information Report PWRDS-2025-23 Stormwater Needs Study - Chesley, Paisley, Tara.

Background

The Municipality hired GSS Engineering to conduct a Stormwater Needs Study for Chesley, Paisley, and Tara. The study evaluates current stormwater systems, identifies capacity deficiencies, and recommends targeted upgrades to reduce flooding during 1:5-year storm events, while acknowledging that eliminating all overloading may not be feasible or affordable. The report assesses infrastructure, prioritizes improvements, estimates costs, and aims to help Arran-Elderslie make informed decisions for effective and sustainable stormwater management.

The three studies are intended to provide a picture of the current state of storm water infrastructure within the three towns of Tara, Paisley and Chesley.

[Tara Stormwater Needs Study](#)

[Paisley Stormwater Needs Study](#)

[Chesley Stormwater Needs Study](#)

Analysis

GSS Engineering conducted the stormwater study using existing municipal maps and records, supplemented by field surveys to verify storm sewer inverts and gather missing data. In areas where field verification was not feasible, reasonable assumptions were made regarding sewer slope, size, and length. Due to budget

constraints, no CCTV inspections of the underground infrastructure were carried out. As a result, the study's findings are based on infrastructure age, sizing, design standards, weather forecasting, and computer modelling. It is important to recognize that undetected damage or collapsed infrastructure may exist within the system, potentially increasing the flood risks identified in the study.

Storm Water Systems

In general, catch basins collect stormwater runoff and carry it through storm sewers to a dedicated outlet. Such runoff transportation network is termed as the "minor stormwater system". The minor stormwater system is generally intended to carry runoff from a 1:2-year or 1:5-year storm event.

For larger storms, the excess stormwater runoff that cannot be conveyed by the minor system is carried overland, usually in road corridors and ditches, to a dedicated outlet. This is referred to as the "major stormwater system".

1:2-year storm – Here's what it means:

- It does not mean it happens every two years
- It refers to a rainfall event that has a 50% chance of occurring in any given year.
- It's a frequent, low-intensity storm used to design systems that handle everyday rainfall.
- Engineers use this return period to size minor stormwater systems like catch basins and small sewers.

1:5-year storm - Here's what it means:

- It does not mean the storm happens exactly every 5 years.
- Instead, it means there's a 1 in 5 chance (or 20%) that such a storm will occur in any given year.
- These estimates are based on historical rainfall data and are used to design infrastructure like storm sewers, culverts, and drainage systems to handle expected water volumes.

1:100-year storm – Here's what it means:

- Does not mean the storm happens only once every 100 years.
- It means there's a 1 in 100 chance (or 1%) of such a storm occurring in any given year.
- These events are used to design and evaluate critical infrastructure like flood control systems, stormwater networks, and emergency response plans.
- Because of their intensity, 1:100-year storms often exceed the design capacity of standard municipal stormwater systems, which are typically built to handle more frequent events like 1:5-year storms.

Storm sewer surcharging occurs when the stormwater system becomes overwhelmed and the water level inside the sewer pipes rises above the normal flow level, often reaching or exceeding the top of the pipe. This typically happens during heavy rainfall events when the volume of water entering the system exceeds its design capacity.

Key Characteristics of Surcharging:

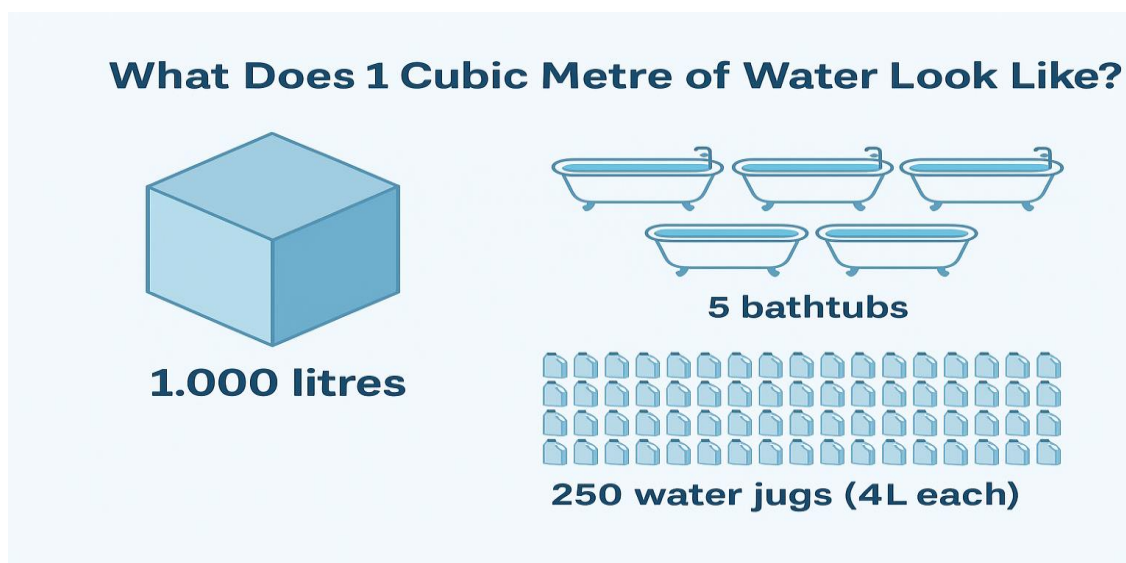
- Water backs up in the pipes and may rise into connected catch basins or manholes.
- It does not necessarily cause surface flooding, but it indicates the system is under stress.
- If surcharging is severe or prolonged, it can lead to localized flooding, especially in low-lying areas.
- It's a sign that the system may need upgrades to improve capacity or flow efficiency.

Storm sewer flooding occurs when the stormwater system becomes overwhelmed and water escapes from the sewer network onto the surface. This typically happens during intense rainfall events when:

- The volume of water exceeds the system's capacity.
- Pipes and catch basins are blocked or undersized.
- Water cannot drain quickly enough, causing it to back up and overflow.

Effects of Storm Sewer Flooding:

- Water may pool on roads, sidewalks, and private properties.
- It can lead to property damage, traffic disruptions, and safety hazards.
- In severe cases, it may contribute to basement flooding or erosion.
- This is different from surcharging, where water rises within the system but hasn't yet escaped to the surface. Flooding is the next stage—when the system fails to contain the water entirely.



Stormwater Needs Study Results

Tara

Tara has a population of approximately 1,119 and 476 dwellings (as per 2021 census) and is spread over approximately 2.4 km² of land. The Sauble River winds through Tara, entering from the south and travelling to the north end of the community where it turns and exits to the southwest. Most of Tara slopes towards the Sauble River.

Most roads in Tara lack curb and gutter systems, roadside ditches, or proper outlets for major stormwater events. Some areas have curbs with curb-faced sidewalks, but these are shallow and considered inadequate. A specific concern is Elgin Avenue (between Brooke Street and Matilda Street), which has a dip in the middle of the block and no outlet for major rainfall events.

Also important to note that parts of the stormwater system—including municipal storm structures, sewers, and outlets—are located on private property, without easements in place. Such infrastructure is typically expected to be within municipally owned land.

Tara Minor Stormwater System

- Collects runoff from 1:2-year or 1:5-year storm events.
- Composed of ~5 km of storm sewers (100 mm to 675 mm diameter).
- 208 storm structures (catch basins, manholes, oil grit separator).
- Most common pipe size: 200 mm ø.
- 61% of sewers are 300 mm ø or less.
- MECP guidelines require a minimum pipe size of 200 mm ø

Tara Major Stormwater System

- Activated during larger storm events.
- Uses road corridors and ditches for overland flow.

Tara Stormwater Management Ponds

- Two ponds serve Tower Hill Crescent Subdivision:
 - SWM Pond 1: Serves northwest portion.
 - SWM Pond 2: Serves eastern townhouse rows.
- Designed to:
 - Collect runoff.
 - Reduce peak flow.
 - Discharge via controlled orifice.
 - Performance data from COBIDE Engineering (2018).

Tara Stormwater Assets on Private Property

- Some municipal stormwater infrastructure is located on private land.
- Lack of easements complicates access and maintenance.

Key Deficiencies – Tara Stormwater System

Minor System Deficiencies

- Reverse slope sewers prevent gravity flow, causing backups.
- Structures with no outlet lead to upstream flooding.
- Small diameter pipes (many ≤ 300 mm) limit capacity.
- Storm assets on private property lack easements, complicating maintenance.

Major System Deficiencies

- Many roads lack curb & gutter or roadside ditches, reducing overland flow capacity.
- Shallow curbs (e.g., curb-faced sidewalks) are ineffective during major storms.
- No outlet in low-lying areas, such as the dip on Elgin Avenue, increases flood risk.
- Filled-in ditches by residents reduce stormwater conveyance.

Stormwater Management Pond Limitations

- Only two ponds serve a single subdivision (Tower Hill Crescent).
- Limited coverage for broader urban area.
- Performance dependent on controlled orifice and pond maintenance.

Existing Stormwater Conditions Modelling Results

This section highlights the storm surcharging and flooding based on the existing conditions of the Stormwater System.

1:5-Year Storm Results

- 22 of 208 storm structures will flood; 79 will surcharge.
- Estimated flood volume: 3,654 m³.
- Three structures—DICBMH 318 (John St.), CBMH 248 (Yonge St.), and CB 215 (Union St.)—account for 70% of total flooding.
- High surcharging observed on Brook St. E., Yonge St., Francis St., Elgin Ave., and John St.

1:100-Year Storm Results

- 52 structures will flood; 118 will surcharge.
- Estimated flood volume: 16,544 m³.
- The same three structures account for 54% of total flooding (8,863 m³).
- Minor stormwater systems are only designed for 1:5-year events, so flooding is expected in larger storms.

Key Concerns:

- Many streets (e.g., Francis St., Elgin Ave., Maria St., Matilda St., Market St., River St., Whites Ave., Main St., John St.) lack curb and gutter or sufficient ditches, making overland flow and drainage difficult.
- Elgin Avenue has a dip between Brooke and Matilda Streets with no outlet, leading to water accumulation.
- Proper curb, gutter, ditching, and vertical road realignment are needed during reconstruction.
- A survey of ground floor and basement elevations is recommended to assess residential flood risk.

Proposed System Upgrades

Based on the study results for existing stormwater conditions, twelve system upgrades have been identified to mitigate flooding during a 1-in-5-year storm event. These upgrades vary in scope, from minor sewer replacements to full system reconstructions, and are prioritized strictly by the volume of flooding they eliminate. Five of the proposed upgrades are located on County Roads but are included due to their importance in achieving overall system improvement. These deficiencies will be communicated to Bruce County.

Upgraded Stormwater System Modelling Results

This section highlights how the proposed upgrades reduced the surcharging and flooding risks associated with the Tara Stormwater system.

1-in-5-Year Storm Results

- Flooded Structures: Reduced from 22 to 1 (CB 215 on Union Street).
- Surcharged Structures: Reduced from 79 to 36.
- Keynote: The remaining flooded structure, CB 215, is under Bruce County's jurisdiction and was not addressed in this study. All Municipal storm structures in Tara are no longer flooded during a 1-in-5-year storm with the proposed upgrades.

1-in-100-Year Storm Results

- Flooded Structures: Reduced from 52 to 26.
- Surcharged Structures: Reduced from 118 to 89.
- Flooding Volume: Reduced from 16,544 m³ to 5,111 m³.
- Keynote: 76% of the remaining flooding volume occurs at CB 215. While the system is not designed to fully convey 1-in-100-year storms, the upgrades significantly improve stormwater conveyance and reduce overall flooding impacts.

Storm System Costs

The total estimated replacement cost for Tara's current stormwater infrastructure is \$5,626,707.50 (2024). These costs include costs associated with re-establishing

ditches in areas where the ditches have been filled in by residents but excludes costs for other concurrent upgrades to municipal infrastructure.

The seven (7) priority upgrades proposed to the municipal owned-system to mitigate the flooding risks during a 1:5-year storm is \$1,854,956.25 and are highlighted in the chart below.

Tara Stormwater System – Recommended Upgrades by Priority Ranking

*Priority ranking based solely on reduction in flooding during 1:5-year storm. Projects on Bruce County roads are excluded from this spreadsheet.

| Priority Ranking | Upgrade Description | Location | Budget Project Cost (includes Storm Sewers, Structures, Curb & Gutter Removal and Replacement) |
|-------------------------|---|---|---|
| 1 | Reconstruction of John St. (from Hamilton St. to Heather Lynn Blvd.) and Heather Lynn Blvd. (from John St. to Mill St.) | John St. and Heather Lynn Blvd. | \$578,650.00 |
| 2 | Reconstruction of Elgin St. and Matilda St. (from Elgin St. to Francis St.) | Elgin St. and Matilda St | \$339,780.00 |
| 3 | Install outlet sewer from CB 357 to the Sauble River | River St north of Market St | \$94,500.00 |
| | Replace sewer from Junction to STM 1001 and from STM 1001 to Outlet | Main St from Yonge ST to Ann ST and Ann ST from Main ST to River ST | \$144,985.00 |
| 5 | Reconstruction of Francis ST (from Brook ST W to Matilda ST) | Francis Street | \$182,050.00 |
| | | | Project completed in 2024 – Actual Costs of Stormwater Portion - \$522,000 |
| 6 | Replace sewer from CB 237 to CB 236 | Intersection of Yonge St. South & Main St. | \$14,875.00 |
| 7 | Replace sewer from CB 345 to CB 343. | River St. west of Main St. | \$129,125.00 |
| | | Total Construction Cost | 1,483,965.00 |
| | | Engineering & Contingencies @ 25% | 370,991.25 |
| | | Total Project Cost (Excl. HST) | 1,854,956.25 |

Recommendations of the Study

The following recommendations are presented:

- 1) The seven (7) storm system upgrades identified in this report should be prioritized to eliminate flooding during the 1:5-year storm. However, they should be combined with future road reconstructions, watermain and sanitary sewer projects. Proper curb and gutter or roadside ditches are recommended to be added to ensure flooding during severe storms is conveyed to a sufficient outlet.
- 2) Bruce County be notified of the deficiencies on the Union Street stormwater system as an in-depth study should be conducted for this area to determine upgrades to eliminate flooding during the 1:5-year storm.
- 3) Arran-Elderslie is advised to consider an annual fund amount of \$100,000 towards storm sewer system upgrades, in order that deficiencies are eliminated by way of sustained effort to bring about improvements.

Paisley

Paisley has a population of approximately 1,061 and includes 526 dwellings (as per 2021 census). Paisley is spread over approximately 1.8 km² of land. The Saugeen River winds through Paisley, entering from the south and travelling to the north end of the community where it turns and continues to the northwest. Paisley has two rivers that flow through town. The majority of Paisley slopes toward the Saugeen River however southwest part of Paisley slopes towards Teeswater River.

Paisley Minor Stormwater System

- Designed for 1:2-year or 1:5-year storm events.
- Includes catch basins, storm sewers, and structures
- 380 Storm Structures
- Total sewer length: ~11.8 km.
- Sewer sizes range from 100 mm to 900 mm, with 67.4% ≤ 300 mm.
- MECP guidelines require ≥ 200 mm diameter.

Paisley Major Stormwater System

- Activated during larger storm events.
- Uses overland flow via road corridors and ditches.
- Many roads lack curb & gutter or proper roadside ditches, limiting major system effectiveness.

Paisley Natural Ditch System

- Located in the Environmental Protection Zone.
- Originates near Willow Creek, runs along George Street, and outlets north of North Street.
- Low flows go through an underlying storm sewer; excess flows are conveyed by the surface ditch.
- This system is a part of the larger dyke system.

Key Deficiencies with Paisley's Stormwater System

- Reverse Slope Sewers
 - Water cannot flow by gravity.
 - Causes backup until enough head pressure builds.
- Structure with No Outlet
 - No downstream connection.
 - Leads to flooding during rainfall events.
- Storm Assets on Private Property
 - Located without easements.
 - Limits municipal access for maintenance or upgrades.
- Roads Without Curb & Gutter
 - Reduces capacity for overland flow during major storms.
 - Increases flood risk.
- Filled-In Ditches
 - Obstructs major stormwater conveyance.
 - Can cause localized flooding.

Existing Stormwater Conditions Modelling Results

This section highlights the storm surcharging and flooding based on the existing conditions of the Stormwater System.

1:5-Year Storm Event

- 64 structures flood.
- 177 structures surcharge.
- Total flood volume: 12,230 m³.
- Major flooding structures:
 - DICB 329 (Inkerman/George): 5,989 m³
 - CB 296 (Inkerman/Albert): 791 m³
 - CB 297 (Inkerman/Albert): 808 m³
 - CB 215 (Queen/North): 869 m³
 - These 4 structures = 69% of total flooding.
- Surcharging areas: Queen St., Victoria St., James St., Ross St., Balaklava St.

1:100-Year Storm Event

- 173 structures flood.
- 231 structures surcharge.
- Total flood volume: 32,943 m³.
- Same 4 structures = 14,737 m³ or 45% of total flooding.
- High-risk streets (no curb/gutter or ditches): Ross, Victoria, Inkerman, James, Albert, Balaklava, Cambridge, Arnaud, North, Maggie, Orchard.

Natural Channel/Ditch (Environmental Protection Zone)

- 1:5-year storm: conveys 6,680 m³.
- 1:100-year storm: conveys 13,347 m³.
- Combined with storm sewer, appears adequate for 1:100-year event.

- Final adequacy requires detailed topographic survey.

Additional Recommendations

- Need for curb & gutter or roadside ditches during road reconstruction.
- Survey of finished floor elevations needed to assess residential flood risk.

Upgraded Stormwater System Modelling Results

This section highlights how the proposed upgrades reduce the surcharging and flooding risks associated with the Stormwater system.

1:5-Year Rainfall Event

- Flooding eliminated in all storm structures except 8 located within the natural channel/ditch.
- Surcharged structures reduced from 177 to 81.
- System performance significantly improved for minor storm events.

1:100-Year Rainfall Event

- Flooded structures reduced from 173 to 105.
- Surcharged structures increased from 231 to 268 due to:
 - More runoff stored in large diameter sewers.
 - Less flooding = more surcharging.
- Total flood volume reduced from 32,943 m³ to 9,371 m³.
- Although not designed for 1:100-year events, upgrades greatly improve performance.

Storm Water Costs

The total estimated replacement costs of the existing storm infrastructure in Paisley are \$3,581,282.50 (2024 costs). These costs include costs associated with re-establishing ditches in areas where the ditches have been filled in by residents but excludes costs for other concurrent upgrades to municipal infrastructure.

The ten (10) priority upgrades proposed to the municipal-owned system to mitigate the flooding risks during a 1:5-year storm are \$1,889,989.69 and are highlighted in the chart below.

Paisley Stormwater System – Recommended Upgrades by Priority Ranking

*Priority ranking based solely on reduction in flooding during 1:5-year storm. Projects on Bruce County roads are excluded from this spreadsheet.

| Priority Ranking | Upgrade Description | Location | Budget Project Cost (Includes Storm Sewers, Structures, Curb & Gutter Removal and Replacement) |
|--|--|--|--|
| 1 | Reconstruction of James St. (from Inkerman to Alma St.) and installation of storm sewer on Inkerman St. (DICB-328 to DICB-330) | James Street and Inkerman St. | \$292,256.50 |
| 2 | Storm sewer replacement at Albert /Inkerman intersection. | Albert, Inkerman | \$35,000.00 |
| 3 | Storm sewer replacement (CB-237 to DICB-507 and to outlet to river) | Victoria North | \$148,940.75 |
| 4 | Reconstruction of Ross St. and Church St. (between Cambridge St. and Church St.) | Ross, Church | \$239,504.50 |
| 5 | Reconstruction of Victoria St. south (CB-494 to outlet to river) | Victoria South | \$554,200.00 |
| 6 | Storm sewer replacement (CB-395 to CB-417), (DI-375 to CB-374) | Victoria S/Balaklava | \$80,840.00 |
| 7 | Storm Sewer replacement (CB-917 to CB-304) | Balaklava/Albert | \$93,500.00 |
| 8 | Storm Sewer replacement (CB-314 to joint near CB-313) | George/Arnaud | \$15,625.00 |
| 9 | Storm Sewer replacement (CB-934 to joint near CB-282) | Angie Street | \$5,000.00 |
| 10 | Storm Sewer replacement (CB-521 to joint near CB-520) | River St. (unnamed) east of George St. N | \$47,125.00 |
| Total Construction Cost Engineering & Contingencies @ 25% | | | \$1,511,991.75 |
| Total Project Cost (Excluding HST) | | | \$377,997.94 |
| | | | \$1,889,989.69 |

Recommendations from the study

The following recommendations are presented:

1. The ten (10) system upgrades identified in this report are recommended to be prioritized to eliminate flooding during the 1:5-year storm. However, they should be combined with future road reconstructions, watermain and sanitary sewer projects. Proper curb & gutter or roadside ditches are recommended to be added to the project(s) ensure flooding during severe storms, is conveyed to a sufficient outlet.
2. Environmental Authorities should be notified to upgrade/maintain the natural channel in protected zone as per the analysis. The natural channel originates near Willow Creek and runs along George St. and outlets near north of North St.
3. Arran-Elderslie is advised to consider an annual fund amount of \$200,000 towards storm sewer system upgrades, in order that deficiencies are eliminated by way of sustained effort to bring about improvements.

Chesley

Chesley is located north of both Walkerton on Bruce Road 19 and north of Hanover along Bruce County Road 10. Chesley has a population of approximately 1,879 and includes 866 dwellings (as per 2021 census). Chesley is spread over approximately 1.91 km² of land. The North Saugeen River winds through Chesley, entering from the east and travelling to the west end of the community and continues to the west to meet the Saugeen River. The majority of Chesley slopes toward the North Saugeen River, however few stormwater networks in north and southernmost part of Chesley slope in a direction opposite from the river.

Chesley Minor Stormwater System

- Collects runoff from 1:2-year or 1:5-year storm events
- Total storm sewer length: ~12.7 km (100 mm to 1050 mm diameter)
- Storm structures: ~465 total.
- Most common pipe size: 300 mm ø.
- 55.8% of all sewers are 300 mm ø or smaller.
- MECP Design Guideline: Minimum pipe size should be 200 mm ø.

Chesley Major Stormwater System

- Conveys excess runoff that exceeds the capacity of the minor system
- Uses overland flow through road corridors and roadside ditches to reach appropriate outlets.
- Flooding Risk occurs when catch basins overflow during large storms.
- Road corridors must have proper slope, curb & gutter, or ditches to effectively convey runoff.
- Streets without curb & gutter rely on ditches, which must have proper outlets.
- If ditches or road corridors lack outlets, runoff can back up and flood adjacent properties.
- Most roads in Chesley have curb & gutter or roadside ditches with outlets.
- Some locations lack curbs, reducing overland flow capacity.

Chesley Stormwater System on Private Property

- Several stormwater assets are currently located on private property.
 - Lack of easements can complicate access and maintenance

Key Deficiencies – Chesley Stormwater System

- Reverse Slope Sewers
 - Water cannot flow by gravity.
 - Causes backup until enough head pressure builds.
- Structures with No Outlet or Missing Information
 - Lack of downstream connection or incomplete data.
 - Leads to flooding during rainfall events.
- Storm Assets on Private Property
 - Located without easements.
 - Limits municipal access for maintenance or upgrades.
- Roads Without Curb & Gutter
 - Reduces capacity for overland flow during major storms.
 - Increases flood risk.
- Filled-In or Inadequate Ditches
 - Obstructs major stormwater conveyance.
 - Can cause localized flooding.
- Undersized Pipes
 - Many pipes are 300 mm ø or smaller.
 - Limits system capacity during peak flows.
- Lack of Proper Outlets
 - Both sewers and ditches without defined outlets can cause water to back up.
 - Increases risk of flooding adjacent properties.

Existing Stormwater Conditions Modelling Results

1:5-Year Storm Event

- 15 out of 465 structures will flood.
- 139 structures and sewers will surcharge.
- Total flood volume: 403 m³.
- Major flooding structures:
 - CBMH 208 (Centennial St.): 107 m³
 - CBMH 212 (Tower Rd.): 68 m³
 - CBMH 233 (Martha Ave.): 46 m³
 - CBMH 203 (Tower Rd.): 31 m³
 - These 4 structures = 62% of total flooding.
- High-risk streets: Tower Rd., Martha Ave., Centennial St., 1st Ave North.

1:100-Year Storm Event

- 81 structures will flood.
- 270 structures will surcharge.
- Total flood volume: 5,503 m³.

- Major flooding structures:
 - CB 907 (4th Ave SE): 486 m³
 - CB 937 (Centennial St.): 357 m³
 - CBMH 208 (Centennial St.): 333 m³
 - CBMH 212 (Tower Rd.): 312 m³
 - These 4 structures = 27% of total flooding.
- High-risk areas: Southern Tower Rd., 4th St. NE.
 - Lack of curb & gutter or sufficient ditches increases flood risk.

Key Concerns

- High-risk streets: Tower Rd., Martha Ave., Centennial St., 1st Ave North.
- High-risk areas: Southern Tower Rd., 4th St. NE.
 - Lack of curb & gutter or sufficient ditches increases flood risk.

Proposed System Upgrades

Based on the modelling results of Chesley's existing stormwater system, seven priority upgrades have been identified to mitigate flooding during a 1:5-year storm event. These upgrades are prioritized according to the volume of flooding they would eliminate. The proposed improvements target areas with significant surcharging and flooding, aiming to enhance system capacity and reduce flood risk. Two of the upgrades are located on Bruce County roads but are included due to their importance in achieving overall system improvement. These deficiencies will be communicated to Bruce County.

Upgraded Stormwater System Modelling Results

1:5-Year Storm Event

- No storm structures flood after upgrades.
- Surcharged structures reduced from 139 to 112.
- Flooding eliminated for this design storm event.

1:100-Year Storm Event

- Flooded structures reduced from 81 to 74.
- Surcharged structures increased from 270 to 274 due to:
 - More runoff stored in large diameter sewers.
 - Less flooding = more surcharging.
- Total flood volume reduced from 5,503 m³ to 4,427 m³.
- System not designed for 1:100-year storms but upgrades significantly improve performance.

Storm System Costs

The total estimated replacement costs of the existing storm infrastructure in Chesley are \$3,897,582.19 (2024 costs). These costs include costs associated with re-establishing ditches in areas where the ditches have been filled in by residents but excludes costs for other concurrent upgrades to municipal infrastructure.

The five (5) priority upgrades proposed to the municipal-owned system to mitigate the flooding risks during a 1:5-year storm are \$746,864 and are highlighted in the chart below.

Chesley Stormwater System – Recommended Upgrades by Priority Ranking

* Priority ranking based solely on reduction in flooding during 1:5-year storm. Projects on Bruce County roads are excluded from this spreadsheet.

| Priority Ranking | Upgrade Description | Location | Budget Project Cost (Includes Storm Sewers, Structures, Curb & Gutter Removal and Replacement) |
|--|---|-----------------|---|
| 1 | Road reconstruction and storm sewer replacement | Tower Road | \$437,695 |
| 2 | Storm sewer replacement | 2nd St SW | \$27,681 |
| 3 | Storm sewer replacement/Ditch rehabilitation | 2nd St SE | \$28,000 |
| 4 | Storm sewer replacement | 2nd Ave. SE | \$36,330 |
| 5 | Storm sewer replacement | 4th Ave. SE | \$67,785 |
| Total Construction Cost Engineering & Contingencies @ 25% | | | \$597,491 |
| Total Project Cost (Excluding HST) | | | \$149,373 |
| | | | \$746,864 |

Recommendations of the Study

The following recommendations are presented:

- 1) The five (5) system upgrades identified in this report are recommended to be prioritized to eliminate flooding during the 1:5-year storm. However, they should be combined with future road reconstructions, watermain and sanitary sewer projects. Proper curb & gutter or roadside ditches are recommended to be added (if nonexistent) to the project(s) to ensure flooding during severe storms, is conveyed to a sufficient outlet.
- 2) Arran-Elderslie is advised to consider an annual arbitrary fund amount of \$ 300,000 towards storm sewer system upgrades, in order that deficiencies are eliminated by way of sustained effort to bring about improvements and to maintain sufficient reserves for future upgrades.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

The estimated replacement cost for stormwater infrastructure in Tara, Paisley, and Chesley is \$13,105,572.19 (2024). These costs could rise if inspections reveal damaged or collapsed pipes. Priority upgrades are recommended at \$4,491,809.94 and should ideally align with other planned projects, though budget constraints may prevent this.

The study recommends an annual arbitrary fund contribution of:

- Tara - \$100,000
- Paisley \$200,000
- Chesley - \$300,000

An annual total annual arbitrary fund contribution of \$600,000 towards infrastructure capital.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: September 22, 2025

Subject: PWRDS-2025-27 Tile Loan Application – George D. Maxwell

Report from: Julie Fenton, Infrastructure & Development Coordinator

Attachments:

Recommendation

Be It Resolved that Council hereby approves Report PWRDS-2025-27 Tile Loan Application – George D. Maxwell; and

Receives Tile Drainage Loan Application from George D. Maxwell, with an estimated cost of \$88,200 for the drainage system for the property described as Lot 13 Concession 2 in the geographic Township of Elderslie, Roll Number 4103-380-002-07500, subject to the availability of funds allocated by the Province of Ontario for tile drainage purposes; and

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

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

Background

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

Landowners who are planning to install a tile drainage system on their agricultural land are eligible for a tile loan under the Tile Loan Program. Under this program, the application must be submitted to Council. Once Council approves the application, the owner arranges to have the work completed by a licensed tile drainage contractor.

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

The Ministry of Agriculture, Food and Rural Affairs has provided details of the Tile Loan Program for the 2025/2026 fiscal year. Tile loans are available at a 6% interest rate for a ten-year term. The maximum amount of loan available is 75% of the installation costs, to a maximum of \$50,000 per registered property owner in one year.

Analysis

An application has been received for a loan under the Tile Loan Program from the landowner (George D. Maxwell) of lands municipally described as Lot 13 Concession 2 in the geographic Township of Elderslie, Roll Number 4103-380-002-07500, with the estimated cost of the drainage system in the amount of approximately \$88,200. The applicant is permitted a loan for up to 75% of the cost of the drainage works for the maximum amount of \$50,000, subject to the submission of invoicing and mapping following the completion of the work.

The mapping has been submitted to the municipality and the proposed outlet is satisfactory to the municipality. The Municipal Drainage Inspector, Public Works Manager Scott McLeod, will perform an inspection of the drainage works and to ensure that the installation work is satisfactory to the Municipality.

Link to Strategic/Master Plan

6.2 Supporting Businesses and the Local Economy

Financial Impacts/Source of Funding/Link to Procurement Policy

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

Borrowing By-law No. 03-2021, which authorizes the Municipality to borrow money for the construction of drainage works, was passed in 2021 and has a current borrowing balance of \$232,700.

A \$92.70 administration-inspection fee will be charged for applications in accordance with the fees and service charges by-law.

Approved by: Emily Dance, Chief Administrative Officer

Staff Report

Council Meeting Date: September 22, 2025

Subject: PWWS-2025-06 Project Update - Tara Well 3 Review for information.

Report from: Julie Fenton, Infrastructure & Development Coordinator

Attachments:

Recommendation

Be It Resolved receives Report PWWS-2025-06 Project Update - Tara Well 3 Review for information.

Background

In accordance with the Municipal Procurement Policy, an information report to Council is required whenever capital works are undertaken that were not previously included in the approved capital budget.

Analysis

The 2025 Capital Budget allocates \$30,000 for the Tara Well #3 review and \$40,000 for the CP#2 Well review in Chesley. Work includes maintenance, inspection, pump servicing, component replacement, and detailed reporting.

The new Chesley well (CP#4) is not yet complete, so staff decided to delay the CP#2 Well review until the project finishes to better assess performance. Staff deemed it appropriate to use the 2025 budget funds to review Tara wells #2 and #4 along with Tara Well #3, reducing contractor mobilization costs.

International Water Supply Ltd. (IWS) was contracted to complete the project.

After completing the Chesley well project, funds will be allocated to review CP#2 for better operational alignment.

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

Financial Impacts/Source of Funding/Link to Procurement Policy

The Capital Budget allocated \$30,000 for Well#3 in Tara and \$40,000 for Well CP#2 in Chesley. A total budget of \$70,000.

The revised project scope brings the total cost to review all three Tara wells to \$71,834.04, which will be funded from water reserves.

Approved by: Emily Dance, Chief Administrative Officer



Staff Report

Council Meeting Date: September 22, 2025

Subject: CAO-2025-30 Tara BESS Project Update – OLT Appeal Withdrawn

Report from: Emily Dance, Chief Administrative Officer

Attachments:

Recommendation

Be It Resolved that Council hereby approves Report CAO-2025-30 Tara BESS Project Update – OLT Appeal Withdrawn;

AND supports a collaborative approach to community engagement;

AND FUTHER that staff be directed to work with Neoen to develop and implement engagement strategies that promote transparency, build trust, and support informed decision-making by residents and Council on BESS technology and any future projects.

Background

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 15, 2025, Neoen Ontario BESS Inc. filed an appeal to the OLT under Section 34(11) of the Planning Act.

Analysis

On September 16, 2025 Neoen provided correspondence indicating that

“Neoen will be unilaterally withdrawing our appeal to the OLT for the original Tara BESS site. Our next steps are to engage with, educate, and listen to community members about the prospect of siting the BESS to a new location within MAE. We understand the importance of earning trust and building confidence with local residents — as well as first defining our partnership with SON — before making any decisions regarding a new application process.

Throughout these efforts, we eagerly welcome any direction and recommendations that MAE Council and leadership can provide to best engage with the community and to demonstrate our responsible corporate citizenship”.

The Municipality acknowledges and appreciates Neoen decision to withdraw its appeal to the Ontario Land Tribunal. This action is a positive step toward rebuilding trust and fostering a more collaborative relationship between the developer, Council, and the community.

As Neoen moves forward with its commitment to engage, educate, and listen to local residents, staff recommends supporting these efforts through coordinated public engagement initiatives. By assisting in the education and outreach process, Council and staff can help ensure that residents gain a clearer understanding of battery energy storage technology and its implications for the community. This collaborative approach will also help inform future decision-making and promote transparency and shared understanding as the project evolves.

Link to Strategic/Master Plan

6.3 Facilitating Community Growth

Financial Impacts/Source of Funding/Link to Procurement Policy

Neoen’s correspondence indicated a commitment to support capacity building efforts within the Municipality of Arran-Elderslie. While the specific financial contributions or mechanisms have not yet been defined, this support may include resources for public education, technical workshops, and engagement initiatives related to battery energy storage systems (BESS).

Approved by: Emily Dance, Chief Administrative Officer



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

By-law 73-2025 Being a By-law to adopt a Tangible Capital Assets Policy

WHEREAS Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, authorizes municipalities to pass by-laws respecting financial management;

AND WHEREAS the Public Sector Accounting Board (PSAB) requires municipalities to account for and report tangible capital assets in their financial statements;

AND WHEREAS the Council of the Corporation of the Municipality of Arran-Elderslie deems it necessary to adopt a policy governing the recognition, measurement, amortization, and disposal of tangible capital assets;

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

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

Read a first and second time this 22nd day of September, 2025.

Read a third time and finally passed this 22nd day of September, 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald



Policy

Section: 2.0 Treasury

Policy: Tangible Capital Assets (TCA)

Policy By-Law: 73-2025

Date: September 22, 2205

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 |



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

By-law 74-2025 Being a By-law to adopt a Strategic Asset Management Policy

WHEREAS Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, authorizes municipalities to pass by-laws respecting financial management;

AND WHEREAS the Province of Ontario introduced and enacted the O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure Regulation under the Infrastructure for Jobs and Prosperity Act, 2015, S.O. 2015, c. 15;

AND WHEREAS Ontario Regulation 588/17 under the *Infrastructure for Jobs and Prosperity Act, 2015* requires municipalities to develop and adopt a Strategic Asset Management Policy by July 1, 2019, and to review it every five years;

AND WHEREAS the Council of the Corporation of the Municipality of Arran-Elderslie previously adopted a Strategic Asset Management Policy through By-law No. 41-2019;

AND WHEREAS the Council of the Corporation of the Municipality of Arran-Elderslie deems it necessary to amend and update the Strategic Asset Management Plan Policy to guide the management of municipal infrastructure assets in a sustainable and cost-effective manner;

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

1. That the Strategic Asset Management Plan Policy, attached here to as Schedule “A”, is hereby adopted.
2. That Schedule “A” forms part of this by-law.
3. That By-law 41-2019 is hereby rescinded.
4. That this By-law shall come into force and take effect upon receiving the final passing thereof.

Read a first and second time this 22nd day of September, 2025.

Read a third time and finally passed this 22nd day of September, 2025.

Mayor – Steve Hammell

Clerk – Christine Fraser-McDonald



Policy

Section: 2.0 Treasury

Policy: Strategic Asset Management Policy

Policy By-Law: 74-2025

Date: September 22, 2025

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.



THE CORPORATION OF THE MUNICIPALITY OF ARRAN-ELDERSLIE

By-Law 75-2025 **Being a By-law to Confirm the Proceedings of the** **Regular Council Meeting of the** **Municipality of Arran-Elderslie held September 22, 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 22, 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 22, 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 22nd day of September 2025.

Read a third time and finally passed this 22nd day of September 2025.

Mayor Steve Hammell

Clerk – Christine Fraser-McDonald