



Township of Southgate Council Meeting Agenda

August 5, 2020

9:00 AM

Electronic Participation

Pages

1. Electronic Access Information

If you wish to listen to the Council meeting electronically please wait until the start time of the meeting, then dial in with your phone using the following information:

Phone Number: **1 (647) 497-9373**

Access Code: **990 - 730 - 221 #**

If the electronic system fails at 9:00 AM, and a connection or quorum of Council cannot be obtained within the first 15 minutes of the meeting, the meeting will automatically adjourn, and begin at 7:00 PM.

2. Call to Order

3. Confirmation of Agenda

Be it resolved that Council confirm the agenda as presented.

4. Declaration of Pecuniary Interest

5. Delegations & Presentations

5.1 Robert Harris Delegation - Entrance Permit - Harris Crescent 13 - 17

Be it resolved that Council receive Robert Harris's delegation regarding an entrance permit on Southgate Sideroad 41 as information.

5.2 South Grey Minor Hockey Delegation - RJ Amyotte and Rob Mann 18 - 20

Be it resolved that Council receive the South Grey Minor Hockey delegation as information.

5.3	Escarpment Biosphere Conservancy Presentation - Robert Barnett - Executive Director	21 - 41
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Be it resolved that Council receive the Escarpment Biosphere Conservancy presentation as information.

6.	Adoption of Minutes	42 - 57
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Be it resolved that Council approve the minutes from the July 8, 2020 Council meeting as presented.

7. Reports of Municipal Officers

7.1 Fire Chief Derek Malynyk

7.1.1	FIRE2020-013- Release of Pumper Tank Fire Apparatus Tender	58
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Be it resolved that Council receive Staff Report FIRE2020-013 as information; and

That Council approve staff to release a tender for a new pumper tanker fire apparatus later in 2020 year during budget discussions.

7.2 Treasurer William Gott

7.2.1	FIN2020-015 Wellington County Library Board Agreement	59 - 60
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Be it resolved that Council receive Staff Report FIN2020-015 Wellington County Library Board Agreement as information; and

That By-Law 2020-073 being a by-law to authorize the signing and execution of a Public Library Services Agreement be considered for approval.

7.2.2 FIN2020-016 Fees and Charges

*This report will be uploaded with the addendum agenda on Tuesday August 4, 2020

7.2.3 FIN2020-018 2019 Financial Report – December 2019 61 - 101

Be it resolved that Council receive Staff Report
FIN2020-018 2019 Financial Report - December 2019
as information; and
That Council approves the transfers from or to
Reserves, Deferred Revenue and Reserve Funds as
presented.

7.3 Acting Clerk Lindsey Green

7.3.1 CL2020-023 - Canine Control By-law and Property Standards Appeal Committee Terms of Reference Approval 102 - 117

Be it resolved that Council receive Staff Report CL2020-023 as information; and
That Council consider approval of Canine Control By-law 2020-078; and
That Council approves of the updates to the Property Standards Appeal Committee Terms of Reference document.

7.3.2 By-Law 2020-078 - Canine Control By-law 118 - 149

Be it resolved that by-law number 2020-078 being a by-law to license and regulate the keeping of dogs and dog kennels and for the control of dogs within the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

7.4 Public Works Manager Jim Ellis

7.4.1 PW2020-040 One Ton 4x4 Truck Tender Award 150 - 151

Be it resolved that Council receive Staff Report PW2020-040 for information; and
That Council award the One Ton 4x4 Truck Tender to Finch Chevrolet Cadillac Buick GMC Ltd. in the amount of \$78,973.44 including HST.

7.5 Chief Administrative Officer Dave Milliner

7.5.1 CAO2020-047 Directional Signage and Linwood Industries Request 152 - 155

Be it resolved that Council receive Staff Report CAO2020-047 as information; and

That Council approve the installation of a directional signage at the expense of the business to support Linwood Industries as a business in the Township of Southgate; and

That Council approve the installation of arrow type direction signs at both corners of Rd #22 & Sdrd #71, Rd #24 & Sdrd #71, Rd #26 & Sdrd #73 and Grey Highlands-Southgate Townline & Sdrd #73.

7.5.2 CAO2020-048 Economic Development Vacant Land Planning Vision 156 - 159

Be it resolved that Council receive Staff Report CAO2020-048 as information; and

That Council consider these discussions related to rural lots of record at future Township Council visioning meetings and as part of the new Official Plan discussions to provide guidance for the Southgate Planner to consider when drafting future land use policies.

7.5.3 CAO2020-049 CAO Update Report August 5 2020 160 - 175

Be it resolved that Council receive Staff Report CAO2020-049 as information; and

That Council provide feedback on the draft Ministry of Infrastructure delegation briefing for discussions with the Minister about rural broadband and the importance of grant funding being focused toward fibre installation projects in the SWIFT area and more densely populated rural areas.

- 7.5.4 CAO2020-051 Community Hamlet Signage Project** 176 - 179
- Be it resolved that** Council receive Staff Report CAO2020-051 as information; and
That Council provide direction and feedback to staff on developing a plan, signage and process to engage members of the community, Southgate schools, students and area historians to develop stories on history of our lost hamlet identity in the rural areas of the Township for this historical information to be posted as a tourism feature of our community.
- 7.5.5 CAO2020-052 Grey County-Southgate Land Use Agreement for SEGCHC Dundalk Medical Centre Project** 180 - 199
- Be it resolved that** Council receive staff report CAO2020-052 as information; and
That Council approve the Grey County-Southgate Land Use Agreement as presented to support site work contractors to complete investigation on the property for development of construction plans for the new parking area and building for the new Dundalk Health Clinic for South East Grey Community Health Centre project; and
That Council consider approval of the Agreement at the August 5, 2020 meeting by Municipal By-law to direct the Mayor and Clerk to sign the document.
- 7.5.6 By-law 2020-088 - Land Use Access Agreement with County of Grey** 200 - 209
- Be it resolved that** by-law number 2020-088 being a by-law to authorize an agreement between The Corporation of the County of Grey and The Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

7.6 Planner Clinton Stredwick

7.6.1 PL2020-022 - Site Plan 5-20 - South Bend School 210 - 211

Be it resolved that Council receive Staff Report PL2020-022 for information; and

That Council consider approval of By-law 2020-081 authorizing the entering into a Site Plan Agreement.

7.6.2 By-law 2020-081 - Site Plan 5-20 - South Bend School 212 - 222

Be it resolved that by-law number 2020-081 being a by-law to authorize the execution of a Site Plan Control Amending Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

7.6.3 PL2020-025 - ZBA C2-20 - Frey and Mt. Forest Ag Auction 223 - 229

Be it resolved that Council receive Staff Report PL2020-025 for information; and

That Council consider approval of By-law 2020-079.

7.6.4 By-law 2020-079 - ZBA C2-20 - Frey and Mt. Forest Ag Auction 230 - 233

Be it resolved that by-law number 2020-079 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law" be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

7.6.5 PL2020-026 ZBA C3-20 - Red Barn Farms 234 - 239

Be it resolved that Council receive Staff Report PL2020-026 for information; and

That Council consider approval of By-law 2020-080.

- 7.6.6 By-law 2020-080 - ZBA C3-20 - Red Barn Farms** 240 - 242
- Be it resolved that** by-law number 2020-080 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law" be read a first, second and third time, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.
- 7.6.7 PL2020-027 Site Plan 6-20 - Powdermax Inc.** 243 - 244
- Be it resolved that** Council receive Staff Report PL2020-027 for information; and
That Council consider approval of By-law 2020-082 authorizing the entering into a Site Plan Agreement.
- 7.6.8 By-law 2020-082 - Site Plan 6-20 - Powdermax Inc.** 245 - 257
- Be it resolved that** by-law number 2020-082 being a by-law to authorize the execution of a Site Plan Control Amending Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.
- 7.6.9 PL2020-029 Site Plan 8-20 - Wil-Mar Inc.** 258 - 259
- Be it resolved that** Council receive Staff Report PL2020-029 for information; and
That Council consider approval of By-law 2020-084 authorizing the entering into a Site Plan Agreement.
- 7.6.10 By-law 2020-084 - Site Plan 8-20 - Wil-Mar Inc.** 260 - 269
- Be it resolved that** by-law number 2020-084 being a by-law to authorize the execution of a Site Plan Control Amending Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

7.6.11	PL2020-028 Site Plan 7-20- Canadian Fence & Hardware Inc.	270 - 271
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Be it resolved that Council receive Staff Report PL2020-028 for information; and

That Council consider approval of By-law 2020-083 authorizing the entering into a Site Plan Agreement.

7.6.12	By-law 2020-083 - Site Plan 7-20 - Canadian Fence & Hardware Inc. Amending Agreement	272 - 296
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Be it resolved that by-law number 2020-083 being a by-law to authorize the execution of a Site Plan Control Amending Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

8. By-laws and Motions

8.1	By-law 2020-075 - Appoint Municipal Clerk	297
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Be it resolved that by-law number 2020-075 being a by-law to appoint a Municipal Clerk for the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

8.2	By-law 2020-076 - Appoint Fire Chief	298
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Be it resolved that by-law number 2020-076 being a by-law to appoint a Fire Chief for the Dundalk Fire Department and Chief Fire Official for the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

8.3	By-law 2020-085 - GrantMatch Management Services Agreement	299 - 302
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Be it resolved that by-law number 2020-085 being a by-law to authorize an agreement between GrantMatch Corp. and the Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

9. Notice of Motion

None

10. Consent Items

10.1 Regular Business (for information)

Be it resolved that Council approve the items on the Regular Business consent agenda dated August 5, 2020 (save and except items _____) and direct staff to proceed with all necessary administrative actions.

10.1.1 CAO2020-050 Economic Development Update Report 303 - 313

10.1.2 PW2020-039 Department Report 314 - 315

10.1.3 FIN2020-017 Financial Report - June 2020.

*This report will be uploaded with the addendum agenda on Tuesday August 4, 2020

10.2 Correspondence (for information)

Be it resolved that Council approve the items on the Correspondence consent agenda dated August 5, 2020 (save and except items _____) and direct staff to proceed with all necessary administrative actions.

10.2.1 Speed Racing Concern on Victoria Street Dundalk - received July 6, 2020 316

10.2.2 CP Trail Request from DGATV Club - received July 7, 2020 317 - 318

10.2.3 Ministry of Government and Consumer Services - Digital Land Registration Services - received July 7, 2020 319 - 320

10.2.4 MECP regarding Environmental Assessment Modernization - received July 8, 2020 321 - 323

10.2.5 Minister of Municipal Affairs and Housing - COVID-19 Economic Recovery Act - received July 8, 2020 324 - 326

10.2.6 Dundalk Ag Society Request - Drive-Thru Fall Fair 2020 - received July 9, 2020 327

10.2.7	Grey Bruce Public Health Unit Letter to Southgate Community Farmers' Market 2020 - July 10, 2020	328
10.2.8	Highway Traffic Act Amendments related to Off Road Vehicles - received July 10, 2020	329 - 333
10.2.9	Grey Bruce Public Health Unit - Fake COVID-19 Face Mask Medical Exemption Card - received July 16, 2020	334
10.2.10	April 24, 2020 and May 15, 2020 SMART Minutes - received July 21, 2020	335 - 344
10.2.11	Ontario Barn Preservation Advocacy letter to Municipalities - received July 21, 2020	345 - 351
10.2.12	SVCA 2019 Annual Report - received July 22, 2020	352
10.2.13	Durham Hospital Foundation Letter to Council - received July 22, 2020	353 - 354
10.2.14	Ministry of Municipal Affairs Bill 197 Governance Guidance - received July 22, 2020	355 - 363
10.2.15	Ministry of the Attorney General - Royal Assent of Bill 197 - received July 23, 2020	364 - 365
10.2.16	Grey Bruce Public Health Unit - Wearing Face Coverings to Prevent COVID 19 - received July 24, 2020	366 - 367
10.2.17	Ministry of the Solicitor General- Proclamation of the Reopening Ontario - received July 24, 2020	368 - 374
10.2.18	GRCA Low Water Conditions Report - received July 26, 2020	375 - 377
10.3	Resolutions of other Municipalities (for information)	
	Be it resolved that Council approve the items on the Resolutions of Other Municipalities consent agenda dated August 5, 2020 (save and except items _____) and direct staff to proceed with all necessary administrative actions.	
10.3.1	Township of Puslinch TAPMO Executive Meeting Minutes May 28, 2020 - received July 3, 2020	378 - 379

10.3.2	Township of Perth South - Letter to Agricorp - received July 13, 2020	380 - 383
10.3.3	City of Oshawa - Letter to Prime Minister and Premier - COVID-19 Funding - received July 14, 2020	384 - 385
10.3.4	Municipality of Chatham-Kent Emancipation Day July 2020 - received July 21, 2020	386 - 387
10.3.5	Township of South Glengarry Long Term Care Homes - received July 24, 2020	388
10.3.6	Town of Amherstburg - Investing in Canada Infrastructure Program Grant - received July 28, 2020	389 - 391
10.3.7	Town of Amherstburg Long Term Care Home Improvements - received July 28, 2020	392 - 395

10.4 Closed Session (for information)

None

11. County Report

<https://www.grey.ca/news/july-23-council-highlights>

12. Members Privilege - Good News & Celebrations

13. Closed Meeting

Be it resolved that Council proceed into closed session at [TIME] in order to address matters related to a Proposed or Pending Acquisition or Disposition of Land (Subject: Opinion of Value received for Surplus Road Allowance on Conc 4, Lot 25 and 26, former Township of Egremont - Staff Report CL2020-023C), a Proposed or Pending Acquisition or Disposition of Land (Subject: Opinion of Value received for Surplus Road Allowance on Conc 17, Lot 1, former Township of Proton, Conc 20, Lot 27, former Township of Egremont - Staff Report CL2020-024C); and

That Acting Clerk Lindsey Green, Public Works Manager Jim Ellis, Planner Clinton Stredwick and CAO Dave Milliner remain in attendance.

Be it resolved that Council come out of Closed Session at [TIME].

13.1 CL2020-023C - Surplus Road Allowance – Opinion of Value – Conc 4, Lot 25 and 26, Egremont

13.2 CL2020-024C - Surplus Road Allowance – Opinion of Value – Conc 17, Lot 1, Proton, Conc 20, Lot 27, Egremont

14. Confirming By-law

396

Be it resolved that by-law number 2020-086 being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Southgate at its regular meeting held on August 5, 2020 be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

15. Adjournment

Be it resolved that Council adjourn the meeting at [TIME].

Schedule A – Request to Appear as a Delegation

I wish to appear before Council on:

March 18/20 New Date: July 8, 2020

(Please print clearly)

CONTACT NAME:	Robert Harris
Additional Speaker:	
ADDRESS:	
POSTAL CODE:	TELEPHONE #:
E-MAIL ADDRESS:	

New Delegation

1. Key points of my delegation are as follows: (please attach full presentation)

asking for entrance permit off
SRD 4K for residential driveway for
storage shed

2. The desired action of Council that I am seeking on this issue is (Please be aware that Council will not make a decision on your item at this meeting, but a member may take the information under advisement for a Notice of Motion at a subsequent Council meeting):

Additional Delegation Information

I wish to submit the following additional information since I was a delegation at the Council meeting. My new information is as follows: (please attach full presentation)

Note - if an individual appears as a delegation before Council, a further delegation from the same individual concerning the same topic(s) will not be permitted unless there is *significant* new information to be brought forward, subject to approval by the Clerk. Specific new information must be identified on this form and/or attached for approval.

Terms - requests to appear before Council must be received in writing (and signed by at least one person) by the Clerk before 12:00 noon pm on the Wednesday immediately preceding the scheduled Council meeting, complete with a copy of the presentation materials as detailed in the delegation protocol. Failure to provide the required information on time will result in a loss of privilege to appear as a delegation.

I have read and understand the delegation protocol attached to this form and acknowledge that the information contained on this form, including any attachments, will become public documents and listed on Southgate's meeting agendas.

I also understand that presentation materials must be submitted with this delegation form. Electronic signed presentations must be e-mailed to agenda@southgate.ca no later than 12:00 noon on the Wednesday immediately preceding the meeting.

I also understand that if the materials contain any obscene or improper matter, language or does not meet the requirements of the delegation protocol, the Clerk shall decide whether it shall be included in the agenda for a Council meeting and if not, I will be notified.

Signature

Date

[Redacted Signature]

Jan 20/2020

Signature

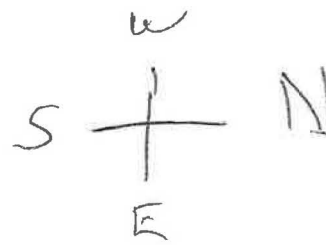
Date

Please direct any queries to the Municipal Clerk (519) 923-2110 ext. 230,
1-888-560-6607 Fax: (519) 923-9262

Approval

Council Date: July 8, 2020 at 9AM

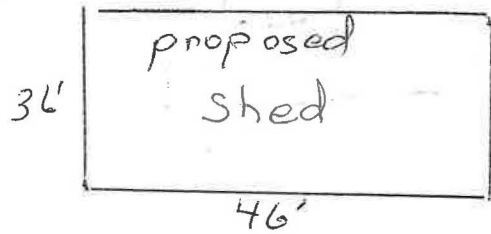
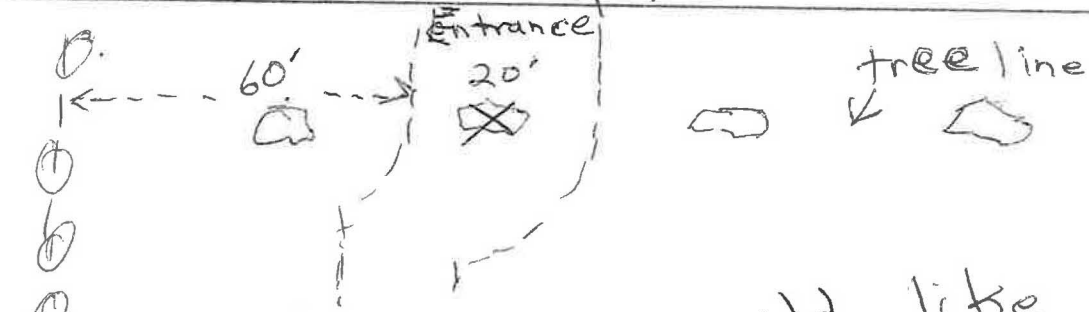
Municipal Clerk Initials: Original Signed By



Southgate SRD 41

neighon
Fire

411321

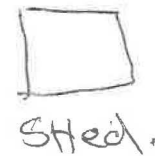
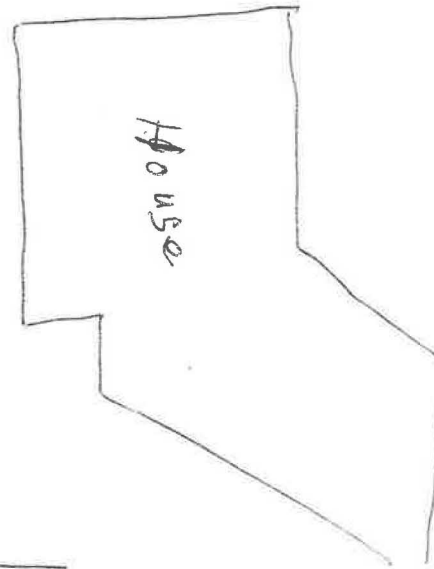


would like
on site meeting

Thanks



Bob Harris



Property
line



Legend

-  Parcels - Current
- Large Scale Roads**
 -  Provincial Highway
 -  County Road
 -  Township Road
 -  Seasonal Road
-  Grey County Boundary

Notes

0 0 0 0 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere
© County of Grey



This map is a user generated static output from an Internet mapping site and is for reference only.
Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Printed January 16, 2020

THIS MAP IS NOT TO BE USED FOR NAVIGATION

GREY COMMON ELEMENTS CONDOMINIUM PLAN NO. 93

LEVEL 1

REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES DIVISION
OF GREY (No. 16) AT 15:21 O'CLOCK ON THE 12
DAY OF December, 2011.

A. Novak
REPRESENTATIVE FOR LAND REGISTRAR

SURVEYOR'S CERTIFICATE

- I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE
CONDOMINIUM ACT, 1998, THE SURVEYS ACT, THE SURVEYORS ACT AND
THE LAND TITLES AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 20th DAY OF JUNE, 2011.

November 4, 2011
DATED

Ronald F. Dore
RONALD F. DORE
ONTARIO LAND SURVEYOR

DECLARATION REGISTERED AS No. G457181

THIS PLAN COMPRISES ALL OF PIN 37287-0249 (LT)
AND PIN 37287-0250 (LT).

SCHEDULE OF APPURTENANT AND SERVIENT INTERESTS
(PURSUANT TO CLAUSES 157 (1) (d) AND (e) OF THE CONDOMINIUM ACT, 1998)

SUBJECT TO (SERVIENT INTERESTS)	PART	REGISTERED PLAN	DESCRIBED IN	NOTES
				N/A

PLAN OF SURVEY
OF

BLOCKS 10 AND 11 REGISTERED PLAN 16M-35

GEOGRAPHIC OF TOWNSHIP OF EGREMONT
TOWNSHIP OF SOUTHGATE
COUNTY OF GREY

R. F. DORE SURVEYING LTD.

SCALE 1:1000

0 5 10 20 30 40 METRES

LEGEND

- FOUND
 - PLANTED
 - SIB STANDARD IRON BAR
 - IB IRON BAR
 - SSIB SHORT STANDARD IRON BAR
 - 1661 R. F. DORE, O.L.S.
 - ZUBO ZUBER, EMO & PATTEN LTD.
 - M, Meas MEASURED
 - EGR EAST OF THE GARAFRAXA ROAD
- ALL MONUMENTS ARE 1661 UNLESS NOTED OTHERWISE

NOTE

UTM GRID BEARING, DERIVED FROM OBSERVED REFERENCE POINTS A AND B,
BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS) (1997.0)
HAVING A GRID BEARING OF N9°29'35"W

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY
A COMBINED SCALE FACTOR OF 0.99973.

FOR BEARING COMPARISONS, A ROTATION OF 0°22'00" (COUNTER-CLOCKWISE) CAN BE
APPLIED TO BEARINGS FROM PLAN 16R-9980 AND PLAN 16M-35.

OBSERVED REFERENCE POINTS (ORPs): UTM ZONE 17, NAD83 (CSRS) (1997.0).
COORDINATES TO RURAL ACCURACY PER SEC. 14 (2) OF OREG. 216/10

POINT ID	NORTHING	EASTING
ORP A	4 873 152.8	521 772.6
ORP B	4 873 411.8	521 729.3

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH
CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

CERTIFICATE OF DECLARANT

THIS TO CERTIFY THAT THE PROPERTY INCLUDED IN THIS PLAN
HAS BEEN LAID OUT INTO COMMON ELEMENTS IN ACCORDANCE WITH OUR
INSTRUCTIONS.

DECLARANT:

1530999 ONTARIO LIMITED

DATED AT KINCARDINE THIS 28 DAY OF November, 2011.

Robert Harris
ROBERT HARRIS

I HAVE THE AUTHORITY TO BIND THE CORPORATION.

THIS FINAL CONDOMINIUM PLAN IS APPROVED UNDER THE
CONDOMINIUM ACT BY THE COUNTY OF GREY, AS PER SEC 9(7) AND EXEMPTED
UNDER SECTION 51(50) OF THE PLANNING ACT, RSO 1990 AS AMENDED.

DATED THIS 1 DAY OF December, 2011.

Ray S.
DIRECTOR OF PLANNING & DEVELOPMENT,
COUNTY OF GREY

R. F. DORE SURVEYING LTD.

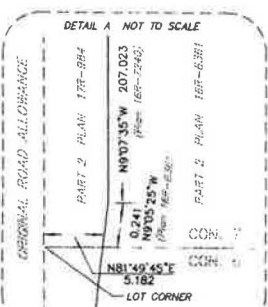
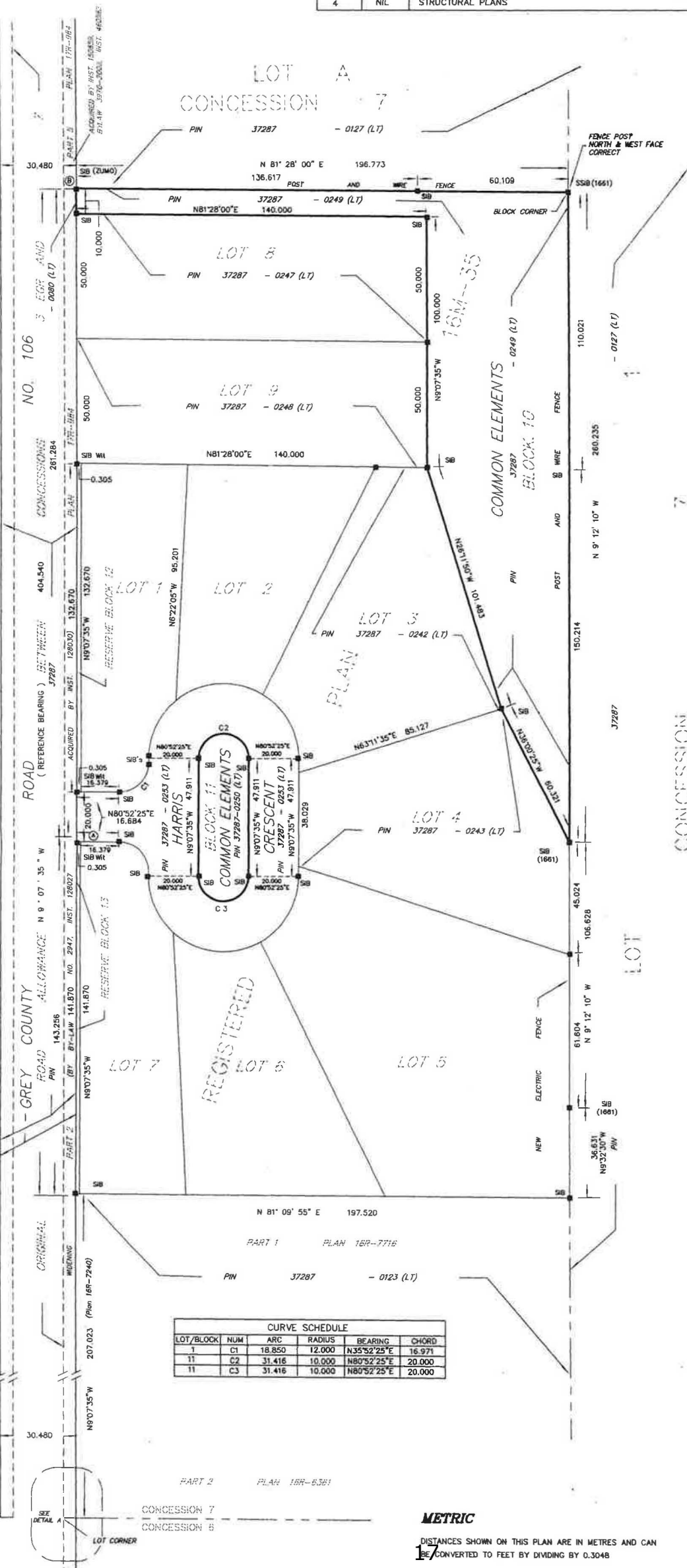
ONTARIO LAND SURVEYOR
932 QUEEN STREET, KINCARDINE, ONTARIO
N2Z 2Y9
(519) 396-3484

RD
O.L.S.

SCALE: 1:1000

FILE NO. 107247 C

INDEX OF PARTS		
PART	SHEET	DESCRIPTION
1	1	PLAN OF SURVEY OF THE CONDOMINIUM PROPERTY, THE DESIGNATION OF COMMON ELEMENTS ON LEVEL 1, ILLUSTRATION OF THE SERVIENT INTERESTS.
2	NIL	PLAN OF SURVEY OF THE EXCLUSIVE USE PORTIONS
3	NIL	ARCHITECTURAL PLANS
4	NIL	STRUCTURAL PLANS



ORIGINAL ROAD ALLOWANCE
BETWEEN LOTS 63 AND 64

METRIC

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN
BE CONVERTED TO FEET BY DIVIDING BY 0.3048

Schedule A – Request to Appear as a Delegation

I wish to appear before Council on:

(Please print clearly)

CONTACT NAME: Rj Amyotte	
Additional Speaker: Rob Mann	
ADDRESS: [REDACTED]	
POSTAL CODE: [REDACTED]	TELEPHONE #: [REDACTED]
E-MAIL ADDRESS: [REDACTED]	

New Delegation

1. Key points of my delegation are as follows: (please attach full presentation)

I would like to discuss the cost of operations for our newly formed minor hockey associa

-
2. The desired action of Council that I am seeking on this issue is (Please be aware that Council will not make a decision on your item at this meeting, but a member may take the information under advisement for a Notice of Motion at a subsequent Council meeting):

A reduction in ice rental fees for minor hockey

Additional Delegation Information

I wish to submit the following additional information since I was a delegation at the Council meeting. My new information is as follows: (please attach full presentation)

Note - if an individual appears as a delegation before Council, a further delegation from the same individual concerning the same topic(s) will not be permitted unless there is *significant* new information to be brought forward, subject to approval by the Clerk. Specific new information must be identified on this form and/or attached for approval.

Terms - requests to appear before Council must be received in writing (and signed by at least one person) by the Clerk before 12:00 noon pm on the Wednesday immediately preceding the scheduled Council meeting, complete with a copy of the presentation materials as detailed in the delegation protocol. Failure to provide the required information on time will result in a loss of privilege to appear as a delegation.

I have read and understand the delegation protocol attached to this form and acknowledge that the information contained on this form, including any attachments, will become public documents and listed on Southgate's meeting agendas.

I also understand that presentation materials must be submitted with this delegation form. Electronic signed presentations must be e-mailed to agenda@southgate.ca no later than 12:00 noon on the Wednesday immediately preceding the meeting.

I also understand that if the materials contain any obscene or improper matter, language or does not meet the requirements of the delegation protocol, the Clerk shall decide whether it shall be included in the agenda for a Council meeting and if not, I will be notified.

 June 25, 2020
Signature Date

Signature Date

Please direct any queries to the Municipal Clerk (519) 923-2110 ext. 230,
1-888-560-6607 Fax: (519) 923-9262

Approval

Council Date: August 5, 2020

Municipal Clerk Initials: Lindsey Green
Digitally signed by Lindsey Green
DN: cn=Lindsey Green, o, ou,
email=lgreen@southgate.ca, c=CA
Date: 2020.07.16 12:20:40 -04'00'

Dear Council,

Hello, my name is Rj Amyotte and on behalf of the amalgamation committee of the newly formed South Grey Minor Hockey Association I would like to speak to you about a few areas of that have been addressed in our ongoing committee meetings.

If you haven't heard yet Dundalk And Flesherton have voted to dissolve our Minor Hockey Associations into a New Association. The reasoning behind this was to keep kids playing hockey in their hometown for their entire minor hockey career. By amalgamating, it will allow us to offer better quality of hockey for every child from a local league level to a rep level. Kids will be less likely to become discourage/leave hockey when they are playing against competition of equal ability. Our organizations agreed to combine our Bantam program (Dundalk) and Midget program (Flesherton) this past year and both rep teams were playing in the OMHA finals until the pandemic forced the seasons cancellation. Another reason is to try and make hockey more affordable and thus getting more kids playing. This is why we have come to talk to you.

In order to make this new Association flourish we will be splitting the ice times between Dundalk and Flesherton as close to 50/50 as possible, meaning that the new association will be using the same amount of ice that Dundalk Minor Hockey has been using with the hopefulness of increasing that as the amount of registrants increases over the coming years.

The cost of ice per hour is quite a bit different between the two arenas, Flesherton pays \$105 including tax for their ice and Dundalk paid \$128 including tax. That \$23 may not seem like much but added up over the season it would be well over \$10,000 more for ice in Southgate. We did some research into cost of ice for Minor hockey associations around the area and out of 69 associations surveyed Grey Highlands offers the 4th best Minor hockey rate and Southgate was 31st. There are other municipalities that have chosen to not charge their Minor Hockey anything. Southgate has also supported the arena in Mount Forest for about \$20,000 per year which I think is great! So I know that there is opportunity for us to work together in the best interest of our youth. Dundalk Minor hockey has also been the biggest customer of Southgate ice for many years. SGMHA has every intention of keeping hockey strong in Dundalk and will need councils help to ensure that the youth of Southgate have a place to play.

With this Amalgamation brings a lot of potential for increased ice usage in both centers. With that being said "AAA" hockey uses quite a bit of Flesherton ice in September, so our committee would like to discuss the possibility for Dundalk to have ice in the arena the week after the fair weekend each year for development, tryout and team practices like it did not so long ago.

In closing, our Committee has been working hard for the past year to ensure that we are representing the kids of both centers as best and fairly as we know how. We are reaching out to you as a voice for our youth. We want to ensure that our new organization has the same advantages as DMH had, from being a scheduling priority to having access to the equipment room. We look forward to working with you to ensure minor hockey remains strong within our great community. On behalf of the SGMHA amalgamation committee I thank you

Sincerely,

RJ Amyotte

Schedule A – Request to Appear as a Delegation

I wish to appear before Council on:

(Please print clearly)

CONTACT NAME: ROBERT BARNETT	
Additional Speaker:	
ADDRESS:	
POSTAL CODE:	TELEPHONE #:
E-MAIL ADDRESS:	

New Delegation

1. Key points of my delegation are as follows: (please attach full presentation)

EBC SLIDE -MUNICIPALITY PRESENTATION-VO2ATTACHED.

2. The desired action of Council that I am seeking on this issue is (Please be aware that Council will not make a decision on your item at this meeting, but a member may take the information under advisement for a Notice of Motion at a subsequent Council meeting): A FOLLOW UP MEETING WITH KEY PERSONNEL TO DISCUSS PARTNERSHIP OPPORTUNITIES BETWEEN THE TOWNSHIP OF SOUTHGATE AND THE ESCARPMENT BIOSPHERE CONSERVANCY (EBC)

Additional Delegation Information

I wish to submit the following additional information since I was a delegation at the Council meeting. My new information is as follows: (please attach full presentation)

Note - if an individual appears as a delegation before Council, a further delegation from the same individual concerning the same topic(s) will not be permitted unless there is *significant* new information to be brought forward, subject to approval by the Clerk. Specific new information must be identified on this form and/or attached for approval.

Terms - requests to appear before Council must be received in writing (and signed by at least one person) by the Clerk before 12:00 noon pm on the Wednesday immediately preceding the scheduled Council meeting, complete with a copy of the presentation materials as detailed in the delegation protocol. Failure to provide the required information on time will result in a loss of privilege to appear as a delegation.

I have read and understand the delegation protocol attached to this form and acknowledge that the information contained on this form, including any attachments, will become public documents and listed on Southgate's meeting agendas.

I also understand that presentation materials must be submitted with this delegation form. Electronic signed presentations must be e-mailed to agenda@southgate.ca no later than 12:00 noon on the Wednesday immediately preceding the meeting.

I also understand that if the materials contain any obscene or improper matter, language or does not meet the requirements of the delegation protocol, the Clerk shall decide whether it shall be included in the agenda for a Council meeting and if not, I will be notified.

Signature

Date

Signature

Date

Please direct any queries to the Municipal Clerk (519) 923-2110 ext. 230,
1-888-560-6607 Fax: (519) 923-9262

Approval

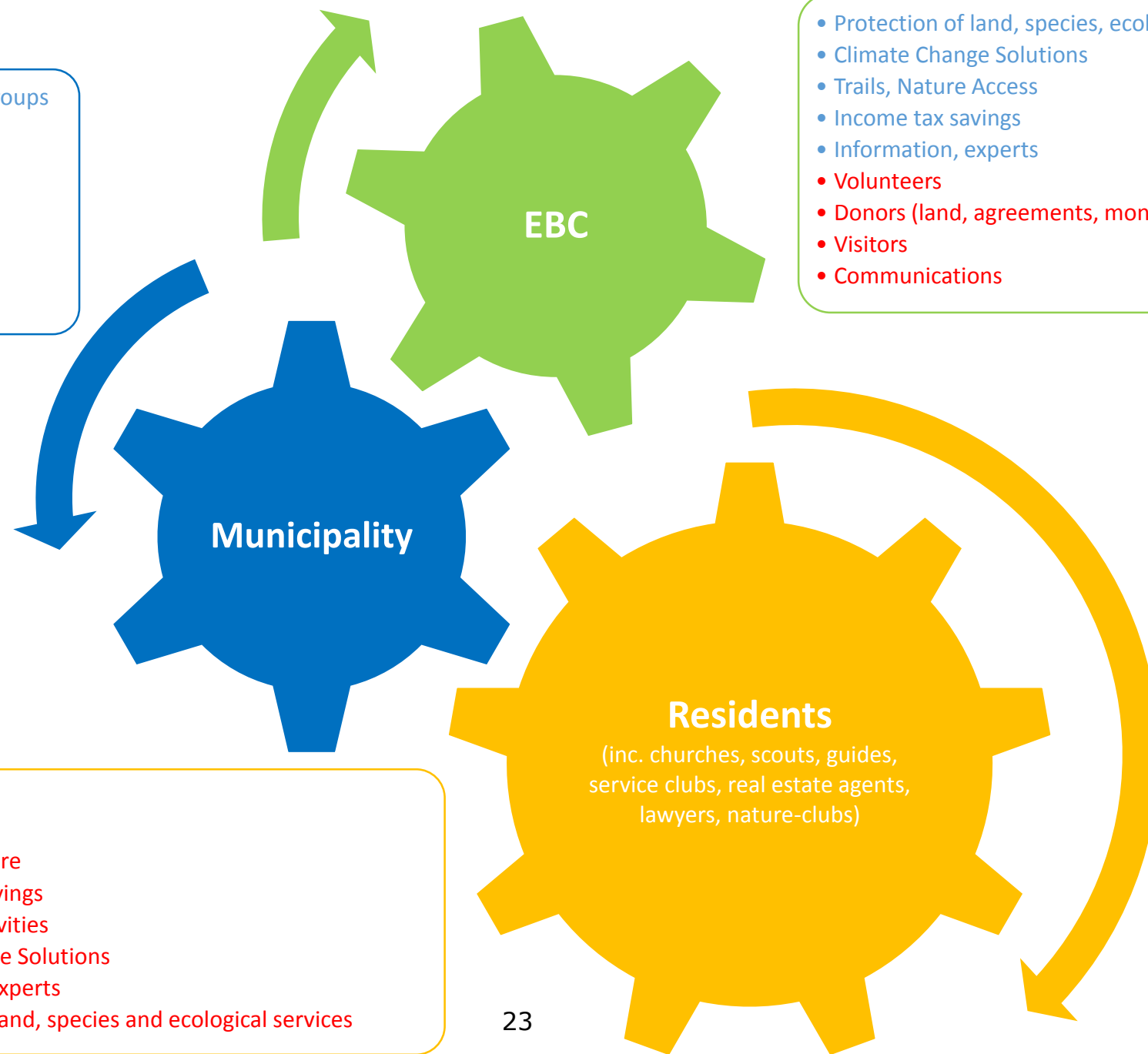
Council Date: August 5, 2020

Municipal Clerk Initials: _____

Lindsey Green

Digitally signed by Lindsey Green
DN: cn=Lindsey Green, o, ou,
email=lgreen@southgate.ca, c=CA
Date: 2020.07.30 12:33:25 -04'00'

- Connections with residents and groups (communications)
- Information about land
- Climate Change Solutions
- Greener municipality
- Information, experts
- Protection of land, species and ecological services



- Protection of land, species, ecological services
- Climate Change Solutions
- Trails, Nature Access
- Income tax savings
- Information, experts
- Volunteers
- Donors (land, agreements, money)
- Visitors
- Communications

- Natural land
- Time
- Access to nature
- Income tax savings
- Volunteer activities
- Climate Change Solutions
- Information, experts
- Protection of land, species and ecological services

Residents
(inc. churches, scouts, guides,
service clubs, real estate agents,
lawyers, nature-clubs)

MUNICIPAL PARTNERS PROGRAM TOWNSHIP OF SOUTHGATE



ESCARPMENT BIOSPHERE
CONSERVANCY
2020

An Introduction to EBC!
www.escarpment.ca



WE ARE EBC ... THE LARGEST ONTARIO- FOCUSSED LAND TRUST AND ONE OF THE LARGEST IN CANADA

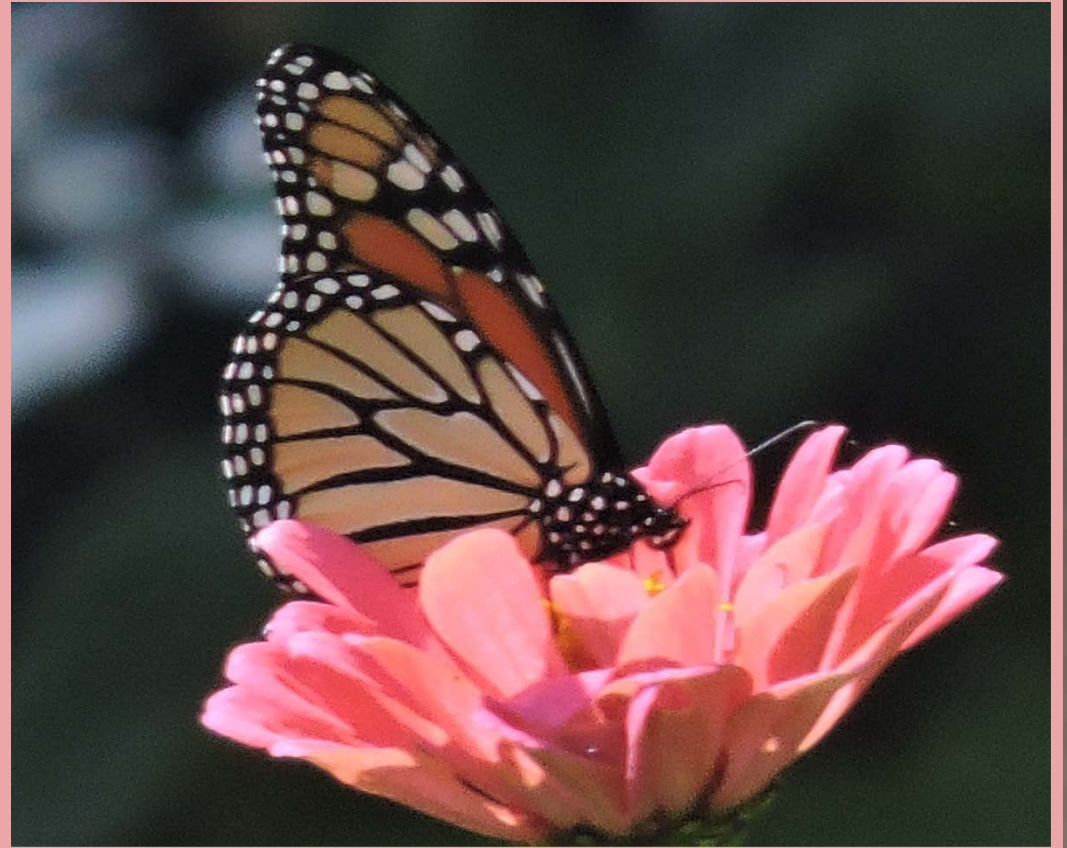
Founded in 1997 by
individuals who
wanted to see the
broader ecological
corridor of the
Niagara Escarpment
Biosphere protected



EBC'S SUCCESS ALONG THE ESCARPMENT IS EXTENSIVE

Owens or controls development on 182 nature reserves representing over

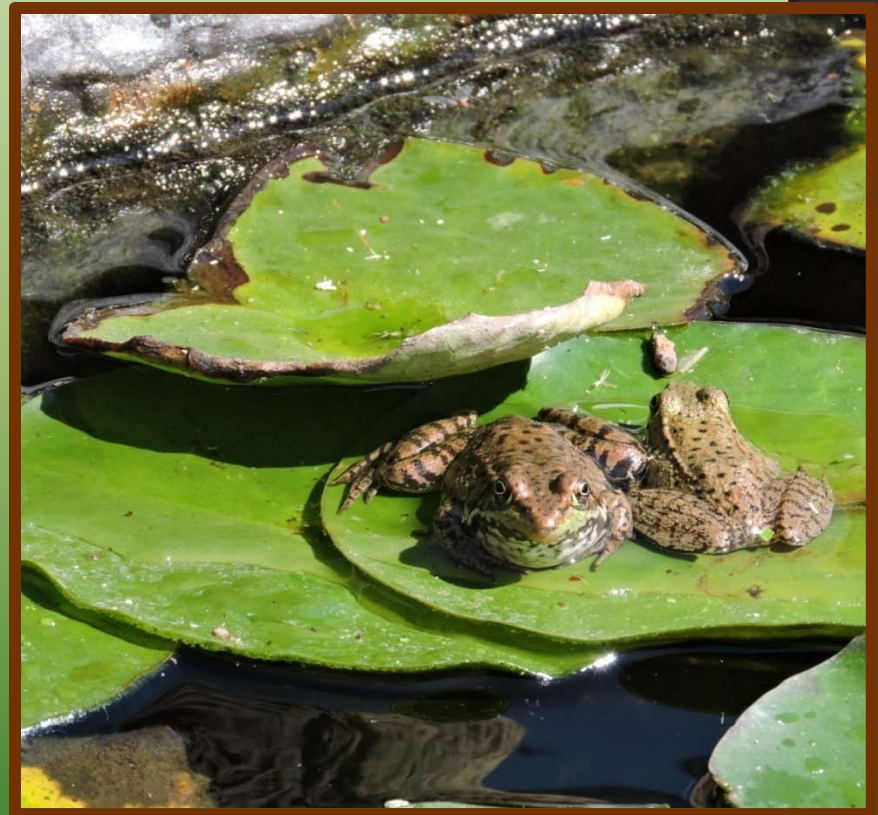
14,500 Acres of green spaces in Ontario that protect the habitat of 62 rare species



EBC FUND RAISES AND ACCEPTS DONATIONS TO PRESERVE LAND

In 2020 EBC is on track to secure 1000 more Acres on 10 -12 new reserves by year end

This is equivalent to one new reserve a month



IN GREY COUNTY EBC

- ◉ Preserves over 5000 acres
- ◉ Sequester 53,229 tonnes of CO₂ annually
- ◉ Provides 5.2 km of public trails



EBC CREATES ECONOMIC BENEFITS IN NATURE BASED TOURISM

EBC's Cup and Saucer
Trail on Manitoulin
attracts 10,000
visitors annually

Hundreds visit
Tobermory for EBC's
Monarch Butterfly
Festival every August



EBC SUPPORTS SOFT RECREATION AND NATURE BASED TOURISM

It is just good business as an emerging trend...

A Greenbelt study showed the following were the top three tourism and recreational activities by contribution of ecosystem services for a total in 2015 of \$1.434 billion

#1. Hiking, climbing,
horseback riding

\$872.50 million

#2. Cross-country skiing
and snowshoeing

\$326.10 million

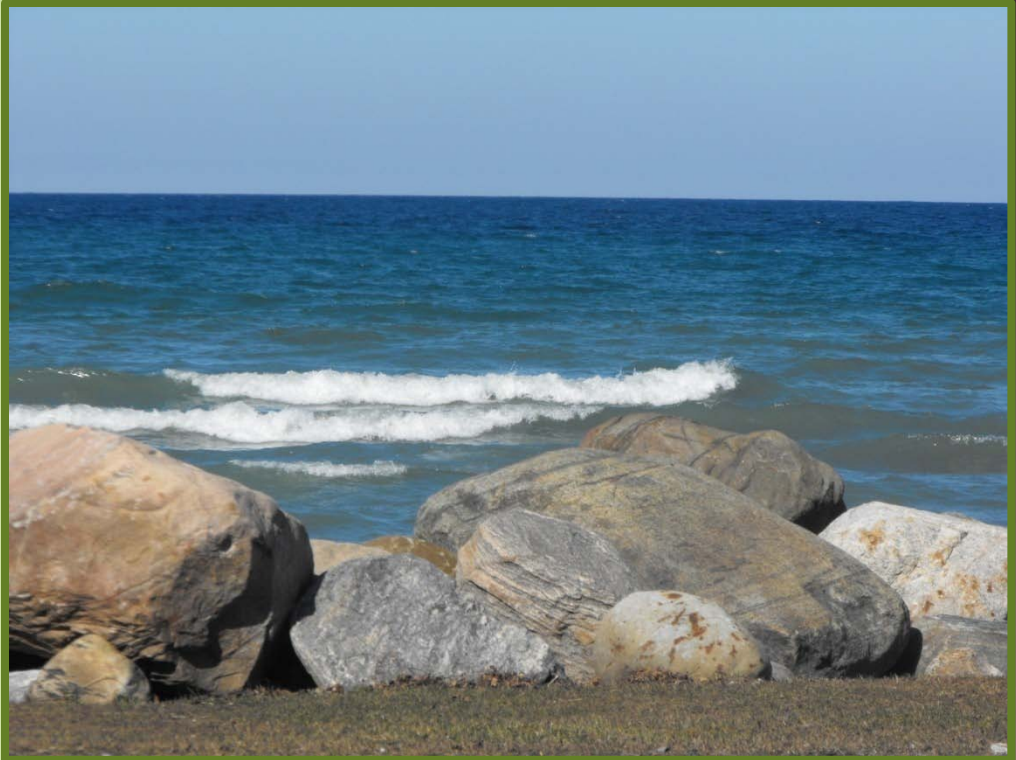
#3. Bird watching

\$236.30 million



CREATES ECONOMIC BENEFITS TO COMMUNITIES FOR GREEN INFRASTRUCTURE

- ◉ Ecosystem services worth 9 million dollars in Grey provide
- ◉ Climate controls
- ◉ Less flooding
- ◉ Cleaner air
- ◉ Safer water
- ◉ More biodiversity



AND THE BEST OF THESE IS **NATURAL CLIMATE SOLUTIONS**

NCS represents the green factor, (forests, fields, grasslands, wetlands etc) around the world that mitigates climate change

In 2017 the Nature Conservancy proposed that NCS could deliver one third of the reductions of greenhouse gas emissions required by 2030...



ACCORDING TO THE NATURE CONSERVANCY...

“This is equivalent to a
complete stop on the
burning of oil
worldwide.”



THIS GOAL CAN BE REACHED BUT IT IS UP TO EVERYONE EVERYWHERE

- ◉ Preserve existing green spaces
 - Fence rows, road allowances, forests, wetlands
- ◉ Increase green spaces through conservation and replacement
 - Reduce lumbering, reforest, improve marginal farmland
- ◉ Cut back on fossil fuel use



SOUTHGATE ALREADY HAS THE BENEFIT OF LANDS PRESERVED BY EBC

EBC controls development on 314 acres in
Southgate in perpetuity

EBC owns 172 acres and has conservation
agreements on another 142



EBC PROTECTS FOUR SPECIES AT RISK IN SOUTHGATE

- ◉ Monarch Butterfly
- ◉ Pink Lady Slipper Orchid
- ◉ Bobolink
- ◉ Eastern Wood Peewee



EBC PROVIDES BENEFITS TO ALL RESIDENTS FROM THEIR LANDS

\$630,000 worth of Ecosystem Services*

*Value of the services derived from the natural capital, both aquatic and terrestrial of EBC lands such as:

carbon sequestering,
cleaner water,
sustainable recreation,
eco tourism,
cleaner air,



AMONG THESE BENEFITS ARE CARBON SEQUESTRATION

In Grey County EBC sequesters

- 76,125 tonnes of carbon annually

In Southgate it is

- 18,406 tonnes of carbon annually



EBC SELLS CARBON OFFSETS THROUGH CARBON ZERO



Helps EBC to quantify and verify carbon on their lands which are registered by CSA for sale

\$100,000 of carbon offsets are sold by EBC annually through **carbonzero** to **Desjardin Financial** and other buyers



EBC SEEKS TO PARTNER WITH THE TOWNSHIP OF SOUTHGATE

- ◉ Establish a Natural Climate Solutions program
- ◉ Align conservation efforts with EBC to protect green spaces and build trails
- ◉ Create an ecosystem services platform for evaluating land loss & preservation
- ◉ Support tourism with nature based projects



THANK YOU

PREPARED BY LINDA READER FOR
WWW.ESCARPMENT.CA
AUGUST 2020



Township of Southgate Minutes of Council Meeting

July 8, 2020

9:00 AM

Electronic Participation

Members Present: Mayor John Woodbury
Deputy Mayor Brian Milne
Councillor Barbara Dobreen
Councillor Michael Sherson
Councillor Jason Rice
Councillor Jim Frew

Members Absent: Councillor Martin Shipston

Staff Present: Dave Milliner, CAO
Jim Ellis, Public Works Manager
William Gott, Treasurer
Bev Fisher, CBO
Derek Malynyk, Fire Chief
Clinton Stredwick, Planner
Lindsey Green, Acting Clerk
Elisha Hewgill, Legislative Assistant
Kayla Best, HR Coordinator

1. Call to Order

Mayor Woodbury called the meeting to order at 9:00 AM.

2. Confirmation of Agenda

No. 2020-277

Moved By Councillor Dobreen

Seconded By Councillor Rice

Be it resolved that Council confirm the agenda as amended.

Carried

3. Declaration of Pecuniary Interest

No one declared a pecuniary interest related to any item on the agenda.

4. Delegations & Presentations

4.1 Robert Harris Delegation - Entrance Permit - Harris Crescent

The delegate did not connect to the meeting to pursue their delegation.

4.2 Peter Weber Delegation - Municipal Drain on Property

The delegate cancelled their delegation prior to the start of the meeting.

4.3 Sharratt Water Management Ltd. Presentation - Dundalk Water and Wastewater Rates Study - Ken Sharratt

No. 2020-278

Moved By Councillor Rice

Seconded By Councillor Dobreen

Be it resolved that Council receive the Sharratt Water Management presentation as information.

Carried

5. Adoption of Minutes

No. 2020-279

Moved By Deputy Mayor Milne

Seconded By Councillor Sherson

Be it resolved that Council approve the minutes from the June 17, 2020 Council and Closed Session meetings as presented.

Carried

6. Reports of Municipal Officers

6.1 Public Works Manager Jim Ellis

6.1.1 PW2020-036 Dundalk Water and Wastewater Rates Study

No. 2020-280

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report PW2020-036 for information; and

That Council approves the 2020 Dundalk Water & Wastewater Rates Study and the Dundalk Water System Financial Plan as prepared by Sharratt Water Management Ltd.; and

That Council consider approval of By-law 2020-072.

Carried

6.1.2 By-law 2020-072 - Dundalk Water and Wastewater Rates By-law

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-281

Moved By Councillor Rice

Seconded By Councillor Sherson

Be it resolved that by-law number 2020-072 being a by-law to establish Water and Wastewater Service Rates upon the owners or occupants of lands and premises connected to municipal water mains and sanitary sewers within the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, and Councillor Frew

Absent (1): Councillor Shipston

Carried (6 to 0)

6.1.3 PW2020-037 Hopeville Depot Security System Upgrade

No. 2020-282

Moved By Deputy Mayor Milne

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report PW2020-037 for information; and

That Council approve the upgrades to the Hopeville Office and Depot Security System in the amount of \$9,879.79 plus HST; and

That Council approve funding the upgrade from the Modernization Funds Reserve.

Carried

6.1.4 PW2020-038 Draft ATV and Snowmobile By-law

No. 2020-283

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report PW2020-038 for information; and

That Council review and provide comment on the draft ATV / Snowmobile By-law.

Carried

6.2 Fire Chief Derek Malynyk

6.2.1 FIRE2020-011- Fire Protection Agreement with the Township of Wellington North

Councillor Frew left the meeting at 10:33 AM.

No. 2020-284

Moved By Deputy Mayor Milne

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report FIRE2020-011 for information; and
That Council consider approval of By-Law 2020-069 at the July 8, 2020 Council Meeting.

Carried

6.2.2 By-law 2020-069 - Wellington North Fire Protection Agreement

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-285

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that by-law number 2020-069 being a By-law to authorize a fire protection agreement between the Corporation of the Township of Wellington North and the Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (5): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, and Councillor Rice

Absent (2): Councillor Frew, and Councillor Shipston

Carried (5 to 0)

6.2.3 FIRE2020-012- Volunteers Compensation Report

No. 2020-286

Moved By Councillor Dobreen

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report FIRE2020-012 as information; and

That Council approve the Volunteer Fire Department staff pay grid for hourly and fire practice rates, effective July 1st, 2020

Carried

6.3 Acting Clerk Lindsey Green

6.3.1 CL2020-022-Canine Control By-law Draft Amendments

Council recessed at 10:39 AM and returned at 10:50 AM

No. 2020-287

Moved By Councillor Rice

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report CL2020-022 as information; and

That Council receive the draft amendments to the Canine Control By-law and forward comments and feedback to the Clerk no later than that end of day on July 20, 2020; and

That Council consider approval of the Canine Control By-law at the August 5, 2020 regular Council meeting.

Carried

6.4 Chief Administrative Officer Dave Milliner

6.4.1 CAO2020-044 Grant Match Funding Service Report

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-288

Moved By Councillor Dobreen

Seconded By Councillor Sherson

Be it resolved that Council receive staff report CAO2020-044 as information; and

That Council approve GrantMatch Grant Management Services Agreement to contract with this company for the services to create a specific municipal profile as a grant strategy, research and find matching grants and submitting grant applications to secure grant funding for Township of Southgate projects.

Yay (3): Mayor Woodbury, Councillor Dobreen, and Councillor Sherson

Nay (2): Deputy Mayor Milne, and Councillor Rice

Absent (2): Councillor Frew, and Councillor Shipston

Carried (3 to 2)

6.5 Planner Clinton Stredwick

6.5.1 PL2020-013-772186 Highway 10

No. 2020-289

Moved By Councillor Rice

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report PL2020-013 for information; and

That Council consider approval of By-law 2020-052 authorizing the entering into a Site Plan Agreement.

Carried

6.5.2 By-law 2020-052 - Site Plan 18-19 - 772186 Highway 10 Ltd

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-290

Moved By Deputy Mayor Milne

Seconded By Councillor Sherson

Be it resolved that by-law number 2020-052 Being a by-law to authorize the execution of a Site Plan Control Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (5): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, and Councillor Rice

Absent (2): Councillor Frew, and Councillor Shipston

Carried (5 to 0)

6.5.3 PL2020-020-SP3-20-2677188 Ontario Inc.

No. 2020-291

Moved By Councillor Rice

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report PL2020-020 for information; and

That Council consider approval of By-law 2020-062 authorizing the entering into a Site Plan Agreement.

Carried

6.5.4 By-law 2020-062 - Site Plan 3-20 - 2677188 Ontario Inc

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-292

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

Be it resolved that by-law number 2020-062 being a by-law to authorize the execution of a Site Plan Control Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (5): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, and Councillor Rice

Absent (2): Councillor Frew, and Councillor Shipston

Carried (5 to 0)

6.5.5 PL2020-021-SP4-20 Ivan S Martin

No. 2020-293

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council receive Staff Report PL2020-021 for information; and

That Council consider approval of By-law 2020-063 authorizing the entering into a Site Plan Agreement.

Carried

6.5.6 By-law 2020-063 - Site Plan 4-20 - Ivan S and Rebecca Martin

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-294

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that by-law number 2020-063 Being a by-law to authorize the execution of a Site Plan Control Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (5): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, and Councillor Rice

Absent (2): Councillor Frew, and Councillor Shipston

Carried (5 to 0)

6.5.7 PL2020-024-C26-19 Solomon & Veronica Brubacher

No. 2020-295

Moved By Councillor Rice

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report PL2020-024 for information; and
That Council consider approval of By-law 2020-065.

Carried

6.5.8 By-law 2020-065 - ZBA C26-19 - Soloman and Veronica Brubacher

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-296

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

Be it resolved that by-law number 2020-065 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law" be read a first, second and third time, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (5): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, and Councillor Rice

Absent (2): Councillor Frew, and Councillor Shipston

Carried (5 to 0)

7. By-laws and Motions

7.1 By-law 2020-048 - ZBA C17-19 - Brenden McDonald

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-297

Moved By Deputy Mayor Milne

Seconded By Councillor Sherson

Be it resolved that by-law number 2020-048 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law" be read a first, second and third time,

finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (5): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, and Councillor Rice

Absent (2): Councillor Frew, and Councillor Shipston

Carried (5 to 0)

7.2 By-law 2020-059 - OPA3-19 and OPA No. 25 - Brendan McDonald

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-298

Moved By Councillor Rice

Seconded By Deputy Mayor Milne

Be it resolved that by-law number 2020-059 being a by-law to adopt Amendment No. 25 to the Township of Southgate Official Plan affecting the lands described as Con 13, Pt lot 6 (geographic Township of Proton) in the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Acting Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (5): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, and Councillor Rice

Absent (2): Councillor Frew, and Councillor Shipston

Carried (5 to 0)

8. Notice of Motion

None.

9. Consent Items

9.1 Regular Business (for information)

No. 2020-299

Moved By Councillor Dobreen

Seconded By Councillor Sherson

Be it resolved that Council approve the items on the Regular Business consent agenda dated July 8, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

9.1.1 CAO2020-045 - Southgate Business Restart Plan Report

9.1.2 CAO2020-046 - CAO Update Report July 8 2020

9.1.3 CL2020-021 – Cooling/Warming Centre Guidelines

9.1.4 PW2020-035 - Department Report

9.1.5 Librarian CEO Report 2020-06-18

9.1.6 2020-05-21 Library Board Minutes

9.1.7 2020-05-28 Library Board Minutes

9.1.8 June 2020 Cheque Register

9.2 Correspondence (for information)

No. 2020-300

Moved By Deputy Mayor Milne

Seconded By Councillor Dobreen

Be it resolved that Council approve the items on the Correspondence consent agenda dated July 8, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

9.2.1 Minister of Transportation Guidance for Public Transit Agencies and Passengers in Response to COVID-19 - received June 15, 2020

9.2.2 MNRF 2020 Rabies Control Operations Notification Letter - received June 16, 2020

9.2.3 Grey Bruce United Way Donation Thank You Letter - received June 22, 2020

9.2.4 Local Lens Agriculture 2020 - received June 24, 2020

9.2.5 GRCA GM Summary and Members Attendance June 2020 - received June 26, 2020

9.2.6 CSWBP Advisory Committee Agenda, Action Tracking, Minutes and Status Update - received June 29, 2020

9.3 Resolutions of Other Municipalities (for information)

No. 2020-301

Moved By Councillor Sherson

Seconded By Deputy Mayor Milne

Be it resolved that Council approve the items on the Resolutions of other Municipalities consent agenda dated July 8, 2020 and direct staff to proceed with all necessary administrative actions.

Carried

9.3.1 2020-06-12 FCM - Establish Municipal Financial Assistance Program - received June 12, 2020

9.3.2 Municipality of Chatham-Kent Support Letter for Alzheimer Society -received June 12, 2020

9.3.3 Municipality of Chatham-Kent Letter of support for funding and Commission on Long-Term Care - received June 12 2020

9.3.4 County of Grey Letter to Premier Ford - Broadband Access - received June 15, 2020

9.3.5 Municipality of Grey Highlands Universal Basic Income - received June 18, 2020

9.3.6 Town of Renfrew - Economic Motion - received June 24, 2020

9.3.7 Municipality of West Elgin - Affordable Broadband Internet - received June 29, 2020

9.3.8 Municipality of West Elgin - Universal Basic Income - received June 29, 2020

9.3.9 Town of Kingsville - Rent Assistance Program - received June 29, 2020

9.3.10 Municipality of Brockton - SMART letter re: Amalgamation of Specialized Transit Services in Grey and Bruce Counties - received June 17, 2020

9.4 Closed Session (for information)

None.

10. County Report

Mayor Woodbury commented that meetings at the County have been straightforward and to the point. He added that he notices people seem to be missing out on the interactions of face-to-face meetings to be able to talk to others and see what's going on in different areas of the County, but that the electronic meetings are working efficiently.

He added that the Rockwood Terrace Long Term Care Home is moving forward in the re-development stage, a presentation was received by BDO on the 2019 audit, as well as a 10-year forecast for the Capital Budget. Lastly, he added that there were discussions surrounding COVID-19 and economic recovery in the County as well as the SWIFT announcement that 16 million dollars will be invested in improving high speed internet in Grey and Bruce Counties.

Deputy Mayor Milne added that the Dr. Ian Arra and the Grey Bruce Public Health Unit have served notice of the intent to mandate that masks be worn in all enclosed public spaces within the next 9 days. He commented that there is some concern surrounding this order, but that if everyone can do their part, we can continue to flatten the curve and make sure our case numbers stay where they are. Mayor Woodbury added that we do not want to become complacent. As of yesterday, there were only two active cases in Grey and Bruce and we do not want to be caught off guard in the case of a second wave.

11. Members Privilege - Good News & Celebrations

Councillor Frew arrived at the meeting at 11:45 AM.

Mayor Woodbury explained that he is participating in a "Beards for Bucks" event where local politicians will be shaving off their beards to help raise money for the Grey Bruce Hospital Foundation. More information on the event can be found at this [link](#).

Mayor Woodbury extended his thanks to staff for their work and to members of the public for their continued patience during the COVID-19 pandemic. He also stressed the importance of supporting local businesses during this time.

Councillor Frew added that the Grey County OPP have hired four new recruits and two canines to join their team.

12. Closed Meeting

None.

13. Confirming By-law

Mayor Woodbury requested a recorded vote on the main motion.

No. 2020-302

Moved By Councillor Rice

Seconded By Councillor Dobreen

Be it resolved that by-law number 2020-071 being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Southgate at its regular meeting held on July 8, 2020 be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew
Absent (1): Councillor Shipston

Carried (6-0)

14. Adjournment

No. 2020-303

Moved By Deputy Mayor Milne

Be it resolved that Council adjourn the meeting at 11:48 AM.

Carried

Mayor John Woodbury

Acting Clerk Lindsey Green



Staff Report FIRE2020-013

Title of Report: FIRE2020-013- Release of Pumper Tank Fire
Apparatus Tender
Department: Fire
Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report FIRE2020-013 as information; and
That Council approve staff to release a tender for a new pumper tanker fire apparatus later in 2020 year during budget discussions.

Background:

Currently the Fire Department has slated for 2021 the purchase of a new pumper tanker fire apparatus to replace our 1996 International pumper 7 which is a two seater. The Capital fire budget has \$670,000.00 budgeted for this new vehicle.

Staff Comments:

Staff have been in contact with several manufacturers of fire apparatus's over the past months and have been told the same thing by each one. The build time for the custom pumper tanker fire apparatus is currently 14 months.

Staff are asking that Council approve of the Fire Department releasing the tender for the 2021 capital project in 2020 so delivery of the truck will take place late in 2021 or early 2022 opposed to later.

Financial Implications:

The financial impact as a result of this report is included in the 2021 Capital Budget.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Concluding Comments:

That Council receive Staff Report FIRE2020-013 for information; and that Council approve staff to release a tender for a new pumper tanker fire apparatus in 2020.

Respectfully Submitted,

Dept. Head: *Original Signed By*
Derek Malynyk, Fire Chief Official

CAO Approval: *Original Signed By*
Dave Milliner, CAO



Staff Report FIN2020-015

Title of Report: **FIN2020-015 Wellington County Library Board Agreement**

Department: **Finance**

Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report FIN2020-015 Wellington County Library Board Agreement as information; and

That By-Law 2020-073 being a by-law to authorize the signing and execution of a Public Library Services Agreement be considered for approval.

Background:

The Public Libraries Act RSO 1990 Chapter P.44, Section 29(1) states, "The council of a municipality ... may, instead of establishing or maintaining a public library, enter into a contract with a public library board, union board or county library board for the purpose of providing the residents of the municipality ..., with library services, on the terms and conditions set out in the agreement."

Since 2001, Southgate has maintained an agreement annually, based on a 1 year term, with the County of Wellington Public Library Board that allows Southgate residents use the library services of the Mount Forest Library branch.

The terms of the current agreement are:

- 1) Southgate sends the payment in two installments;
- 2) An agreed upon amount;
- 3) No representation on their Library Board;
- 4) A list of household users is forwarded on an annual basis for the sole purpose of determining the fee.

The agreed upon amount has remained at \$120 per household since 2013.

Staff Comments:

Staff has prepared By-law 2020-073, being a by-law to authorize the signing and execution of a Public Library Services Agreement, to enact a 2020 agreement between the Township of Southgate and the Wellington County Public Library Board.

The terms and the agreed upon amount of \$120 per household remain the same as the 2019 agreement and the household count increases to 280.

Financial Implications:

The 2020 Budget included \$30,600 for the cost of the agreement with Wellington County Public Library Board. The agreement proposed agreement sets the cost for 2020 at \$33,600 as the usage has increased.

Below is a chart showing the household usage and fees paid since 2013:

<u>Year</u>	<u>Usage (# of Households)</u>	<u>Fee</u>	<u>\$ Increase (Decrease)</u>	<u>% Increase (Decrease)</u>
2013	218	\$26,160	\$1,458	5.9%
2014	248	\$29,760	\$3,600	13.8%
2015	225	\$27,000	(\$2,760)	(9.3%)
2016	217	\$26,040	(\$960)	(3.6%)
2017	258	\$30,960	\$4,920	18.9%
2018	248	\$29,760	(\$1,200)	(3.9%)
2019	255	\$30,600	\$840	2.8%
2020	280	\$33,600	\$3,000	9.8%

Communications & Community Action Plan Impact:

This report has been written and presented to Council in accordance with:

- Goal 1A: Trusted, Timely, Transparent, Accessible Municipal Decision-Making
 - o Action 1.A.1
 - Southgate will actively communicate with the public, facilitate public involvement, and define procedures for municipal decision-making on potentially controversial issues.

Concluding Comments:

Staff recommends that By-law 2020-073 be considered for approval to enact a 2020 agreement between the Township of Southgate and the Wellington County Public Library Board.

Respectfully Submitted,

Dept. Head: **Original Signed By**
William Gott, CPA, CA, Treasurer

CAO Approval: **Original Signed By**
Dave Milliner, CAO

Township of Southgate
Administration Office
185667 Grey Road 9
Dundalk, ON N0C 1B0



Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262
Web: www.southgate.ca

Staff Report FIN2020-018

Title of Report: **FIN2020-018 2019 Financial Report – December 2019**

Department: **Finance**

Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report FIN2020-018 2019 Financial Report - December 2019 as information; and

That Council approves the transfers from or to Reserves, Deferred Revenue and Reserve Funds as presented.

Background:

On March 6, 2019, Council received Report FIN2019-012 2019 Budget and approved By-law 2019-037 being a by-law to adopt the estimates of revenue and expenditures for the year 2019 in the amount of \$6,662,169.

On May 1, 2019, Council received Report FIN2019-019 2019 Financial Report – March.

On June 19, 2019, Council received Report FIN2019-028 2019 Financial Report – May.

On August 7, 2019, Council received Report FIN2019-033 2019 Financial Report – June.

On September 4, 2019, Council received Report FIN2019-036 2019 Financial Report – July.

On November 6, 2019, Council received Report FIN2019-043 2019 Financial Report – September.

On December 4, 2019, Council received Report FIN2019-051 2019 Financial Report – October.

On December 18, 2019, Council received Report FIN2019-059 2019 Financial Report – November.

Staff Comments:

A financial report for the 12 months ended December 31, 2019 has been prepared. See the attachment for explanations of the more significant variances.

The auditors are scheduled to present the audited financial statements, prepared on a Public Sector Accounting Board (PSAB) basis, September 2, 2020.

A comparison of 2019 Capital – Budget vs Actual reflecting the \$1,756,700 raised from taxation is provided as Attachment 2.

Staff requests that Council approve the transfers to and from reserves as presented in the Schedule of Reserves, Deferred Revenue and Reserve Funds - 2019 Actual, provided as Attachment 3, which reflects tax stabilization transfers.

Financial Implications:

For the year ended December 31, 2019, the tax-supported department surplus is \$Nil and the non-tax department surplus is \$Nil, after additional transfers to/from reserves as follows:

Contribution to the Tax Stabilization Reserve - General	\$ 507,112.23
Contribution from Library Reserves	\$ 5,333.15
Contribution from Winter Maintenance Reserves	(\$ 6,835.74)
Tax-Supported Department Transfer Total	<u>\$ 503,245.78</u>
Contribution to Wastewater Reserves	\$ 50,033.61
Contribution to Water Reserve	<u>\$ 98,599.99</u>
Non-Tax Support Department Transfer Total	<u>\$ 148,633.60</u>

The following table presents the year to date actuals after adjusting for the \$591,606 Modernization grant:

	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Modernization Grant</u>	<u>Net</u>	<u>%</u>	<u>\$</u>
Total Revenues	15,768,958.00	16,864,762.36	591,606.00	16,273,156.36	103.2%	(504,198.36)
Total Expenses	15,768,958.00	16,864,762.36	591,606.00	16,273,156.36	103.2%	(504,198.36)
Current YTD (Surplus) Deficit - tax-supported	-	-	-	-		0.00

The amount raised from taxation in 2019 for Capital and Special Projects was \$1,756,700 contributed to the Capital Fund or a Capital Reserve.

The schedule of Reserves, Deferred Revenue and Reserve Funds presented has an ending balance of \$13,148,453.24, an increase of \$3,259,823.77. The major variance includes the collection of 2019 Development charges (which are were not budgeted), creation of the Modernization Funds Reserve, and projects that anticipated the use of reserves being deferred.

Communications & Community Action Plan Impact:

This report has been written and presented to Council in accordance with the Southgate Community Action Plan:

Mission Statement Pillars

- Trusted Government
- Economic Prosperity.

Themes:

- Municipal Services
- Public Communications

Core Values:

- Integrity
- Stewardship

Concluding Comments:

For the year ended December 31, 2019, the tax-supported department surplus is \$Nil and the non-tax department surplus is \$Nil, after additional transfers to/from tax stabilization reserves. Staff requests that Council approve the transfers to and from reserves as presented in the Schedule of Reserves, Deferred Revenue and Reserve Funds - 2019 Actual which reflects tax stabilization transfers.

Respectfully Submitted,

Dept. Head: **Original Signed By**
William Gott, CPA, CA, Treasurer

CAO Approval: **Original Signed By**
Dave Milliner, CAO

Attachment:

- 1** 2019 Financial Report for the 12 months ended December 31, 2019
- 2** 2019 Capital – Budget vs Actual
- 3** 2019 Reserves, Reserve Funds, and Obligatory Reserves Schedule

Staff Report FIN2020-018 2019 Financial Report - December 2019

Attachment 1

		<u>2018</u>		Dec-19		<u>Variance</u>	
		<u>PrevTotalActual</u>		<u>YTD Budget</u>	<u>YTD Actual</u>	<u>%</u>	<u>\$</u>
<u>Comments</u>							
Tax-Supported:							
Revenues							
General Taxation		6,064,250.46		6,662,169.00	6,662,674.57	100.0%	505.57
-							
General Revenues		6,553,479.54		6,594,968.00	8,054,029.30	122.1%	1,459,061.30
Supplementals \$220k; OMPF Grant (\$20k); Modernization Grant \$591k; Cannibis Grant \$10k; Penalties & Int \$69k; Bank Interest \$78k; Gas Tax \$233k; General Revenues \$47k; Royalties \$8k; County and School Boards \$217k							
Council		21,579.15		-	-		-
Administration		176,220.75		36,398.00	58,256.67	160.1%	21,858.67
Contr from Res (Grants) \$23k							
Transit		-		-	-		-
Fire		129,548.19		119,025.00	155,743.52	130.8%	36,718.52
Call out fees \$16k; Grey Highlands \$17k							
Police		9,806.63		6,600.00	9,901.45	150.0%	3,301.45
Prior Year Surplus \$4k							
Conservation Authority		-		-	-		-
Building		310,080.85		312,500.00	489,331.34	156.6%	176,831.34
Permit Rev \$174k							
Other Protective Services		33,260.00		33,260.00	31,905.00	95.9%	(1,355.00)
-							
Roads		420,529.25		60,200.00	96,486.36	160.3%	36,286.36
Misc Rev \$5k; Gravel Pits \$19k; Municipal Drains \$3k; Entrance Permits \$4k; Cont from Res (2019 Winter Mtce Deficit) \$7k; Snowplowing Rev \$3k							
Solid Waste		232,257.38		205,800.00	227,887.88	110.7%	22,087.88
Tsfr Stn (\$9k); Landfill Rev \$6k; Recycling \$24k							
Public Health		35,564.66		37,000.00	31,281.44	84.5%	(5,718.56)
Contr from Res (\$6k)							
Cemetery		36,084.58		24,151.00	25,049.85	103.7%	898.85
Tsfr from Fund 1 (\$14k); Sales \$13k; Interest \$3k							
Recreation		345,938.67		424,880.00	412,682.69	97.1%	(12,197.31)
Rural Parks Rev (\$2k)							
							Tsfr from Fund 1 (\$11k); Camp/Pavillion \$4k
							Tsfr from Fund 1 \$10k; Ice Rentals (\$16k)
Library		200,652.30		229,414.00	233,989.62	102.0%	4,575.62
-							
Donations \$2k							
Planning		85,971.34		190,593.00	131,974.34	69.2%	(58,618.66)
SWP: Grant (\$5k); Planning: Fees (\$19k); Contr from Res (Sp Prj not done) (\$36k)							
Industrial Land		47,014.71		545,000.00	73,207.77	13.4%	(471,792.23)
Land Sales (\$395k); Tsfr from Res [ECO] (\$40k); Tsfr from Res [Rd to 10] (\$37k)							
Agriculture		286,956.54		287,000.00	170,360.56	59.4%	(116,639.44)
Tile Drain Recovery (\$44k); New Tile Drain Loans (\$68k); OWDCP Recovery (\$4k)							
Economic Development		-		-	-		-
-							
Total Revenues		14,989,195.00		15,768,958.00	16,864,762.36	106.9%	1,095,804.36

C:\Users\william\Documents\My FileHold Documents\2019 Financial Report - 12

Staff Report FIN2020-018 2019 Financial Report - December 2019

Attachment 1

		2018		Dec-19		Variance		
		PrevTotalActual		YTD Budget	YTD Actual	%	\$	
							Comments	
Planning		164,452.49		206,855.00	183,266.23	88.6%	(23,588.77)	SWP: RMO (\$5k); COA: Wages (\$4k); Planning Wages \$8k; Comp Services \$8k; Consultants \$6k; Special Projects not done (\$36k)
Industrial Land		47,014.71		545,000.00	73,207.77	13.4%	(471,792.23)	Tsfr to Res \$50k; Tsfr to Capital (\$500k); Engineering (\$27k)
Agriculture		303,935.31		296,275.00	163,752.62	55.3%	(132,522.38)	Tile Drain Loan payments (\$58k); OWDCP Compensation (\$7k); New Tile Drain Loans (\$68k)
Economic Development		97,954.14		106,559.00	100,719.99	94.5%	(5,839.01)	Promotions (\$3k); Butter Tarts & Buggies (\$3k); Tsfr to Capital (\$15k); Tsfr to Res \$15k
Total Expenses		14,989,195.00		15,768,958.00	16,864,762.36	106.9%	1,095,804.36	
		-		-	-		-	
Prior year (Surplus) Deficit - tax supported		-		-	-		-	
Current YTD (Surplus) Deficit - tax-supported		-		-	-		-	
Non-Tax-Supported:								
Revenues								
Sanitary Sewers		629,018.79		648,512.00	761,864.84	117.5%	113,352.84	User Billings \$113k
Water		569,786.36		566,565.00	635,000.07	112.1%	68,435.07	User Billings \$68k
		1,198,805.15		1,215,077.00	1,396,864.91	115.0%	181,787.91	
Expenses								
Sanitary Sewers		629,018.79		648,512.00	761,864.84	117.5%	113,352.84	Lagoon \$59k; Tsfr to Res [2019 Surplus] \$50k
Water		569,786.36		566,565.00	635,000.07	112.1%	68,435.07	Tsfr to Res [2019 Surplus] \$99k; SCADA (\$19k); Watermain (\$10k); Meters \$14k; Other other operations (\$16k)
		1,198,805.15		1,215,077.00	1,396,864.91	115.0%	181,787.91	
Current YTD (Surplus) Deficit - non-tax-supported		-		-	-		-	

Township of Southgate
2019 Capital - Budget vs Actual

2.1	2019 Summary
2.2	Administration
2.3	Public Health
2.4	Council
2.5	Planning
2.6	Building
2.7	Industrial Land
2.8	Economic Development
2.9	Fire
2.10	Recreation
2.11	Library
2.12	Roads
2.13	Solid Waste
2.14	Cemetery
2.15	Wastewater
2.16	Water

Township of Southgate																	
2019 Capital - Budget vs Actual														General Fund Expense			
0					Project Funding												
		<u>Description</u>	<u>Prior year unfunded expenditure</u>	<u>Current year expenditure</u>	<u>Total expenditure requiring funding</u>	<u>Contribution from Unrestricted Reserves</u>	<u>Contribution from Restricted Reserves</u>	<u>Grants</u>	<u>Donations</u>	<u>Sale of Assets</u>	<u>Debt Issuance</u>	<u>Future year funding</u>	<u>Sub-total</u>	<u>Transfer to Capital Fund</u>	<u>Transfer to Reserves</u>	<u>Debt Repayment & Interest</u>	<u>Current Year Taxation / Rates</u>
													\$ -	\$ -			\$ -
		Administration	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
		Public Health	\$ -	\$ 28,000	\$ 28,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 3,000	\$ 68,600	\$ -	\$ 71,600
		Council	\$ -	\$ 25,000	\$ 25,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 15,000	\$ 10,000	\$ -	\$ 25,000
		Planning	\$ -	\$ 60,000	\$ 60,000	\$ 21,750	\$ 38,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ 19,500	\$ -	\$ 19,500
		Building	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
		Industrial Land	\$ -	\$ 545,000	\$ 545,000	\$ 545,000	\$ -	\$ -	\$ -	\$ 460,000	\$ -	\$ -	\$ 1,005,000	\$ (460,000)	\$ 460,000	\$ -	\$ -
		Economic Development	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 15,000	\$ 12,000	\$ -	\$ 27,000
		Fire	\$ -	\$ 100,000	\$ 100,000	\$ 6,500	\$ 32,700	\$ 7,000	\$ -	\$ 500	\$ -	\$ -	\$ 46,700	\$ 53,300	\$ 7,750	\$ -	\$ 61,050
		Recreation	\$ -	\$ 241,295	\$ 241,295	\$ 36,614	\$ 38,143	\$ 106,000	\$ -	\$ -	\$ -	\$ -	\$ 180,757	\$ 60,538	\$ 72,362	\$ -	\$ 132,900
		Library	\$ -	\$ 23,000	\$ 23,000	\$ -	\$ 9,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,900	\$ 13,100	\$ 7,500	\$ -	\$ 20,600
		Roads	\$ -	\$ 3,163,000	\$ 3,163,000	\$ 519,621	\$ 622,772	\$ 844,708	\$ 35,000	\$ 740,000	\$ 147,877	\$ -	\$ 2,909,978	\$ 253,022	\$ 367,600	\$ 386,492	\$ 1,007,114
		Solid Waste	\$ -	\$ 956,000	\$ 956,000	\$ 100,100	\$ 20,250	\$ -	\$ -	\$ 351,000	\$ 356,550	\$ -	\$ 827,900	\$ 128,100	\$ 62,800	\$ 171,036	\$ 361,936
		Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ -	\$ 1,800	\$ (1,800)	\$ 1,800	\$ -	\$ -
		Sub-total - taxation funded	\$ -	\$ 5,201,295	\$ 5,201,295	\$ 1,239,585	\$ 797,015	\$ 962,708	\$ 35,000	\$ 1,553,300	\$ 504,427	\$ -	\$ 5,092,035	\$ 109,260	\$ 1,089,912	\$ 557,528	\$ 1,756,700
		Wastewater	\$ -	\$ 265,000	\$ 265,000	\$ 205,000	\$ 17,104	\$ 42,896	\$ -	\$ -	\$ -	\$ -	\$ 265,000	\$ -	\$ 416,329	\$ -	\$ 416,329
		Water	\$ -	\$ 4,393,317	\$ 4,393,317	\$ 287,770	\$ 900,037	\$ 1,080,193	\$ -	\$ 15,000	\$ 2,516,424	\$ -	\$ 4,799,424	\$ (406,107)	\$ 127,448	\$ -	\$ (278,659)
		Sub-total - non-taxation funded	\$ -	\$ 4,658,317	\$ 4,658,317	\$ 492,770	\$ 917,141	\$ 1,123,089	\$ -	\$ 15,000	\$ 2,516,424	\$ -	\$ 5,064,424	\$ (406,107)	\$ 543,777	\$ -	\$ 137,670
2019		Budget	\$ -	\$ 9,859,612	\$ 9,859,612	\$ 1,732,355	\$ 1,714,156	\$ 2,085,797	\$ 35,000	\$ 1,568,300	\$ 3,020,851	\$ -	\$ 10,156,459	\$ (296,847)	\$ 1,633,689	\$ 557,528	\$ 1,894,370
													\$ -	\$ -			\$ -
		Administration	\$ -	\$ 83,962	\$ 83,962	\$ -	\$ -	\$ 73,633	\$ -	\$ -	\$ -	\$ -	\$ 73,633	\$ 10,329	\$ 19,671	\$ -	\$ 30,000
		Public Health	\$ -	\$ 28,000	\$ 28,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 3,000	\$ 68,600	\$ -	\$ 71,600
		Council	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
		Planning	\$ -	\$ 24,234	\$ 24,234	\$ 7,876	\$ 16,358	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,234	\$ -	\$ 19,500	\$ -	\$ 19,500
		Building	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Industrial Land	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ 55,000	\$ (50,000)	\$ 50,000	\$ -	\$ -
		Economic Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,000	\$ -	\$ 27,000
		Fire	\$ -	\$ 101,999	\$ 101,999	\$ 7,698	\$ 22,500	\$ 7,000	\$ 8,252	\$ 2,500	\$ -	\$ -	\$ 47,949	\$ 54,050	\$ 7,000	\$ -	\$ 61,050
		Recreation	\$ -	\$ 235,450	\$ 235,450	\$ 33,992	\$ 160	\$ 104,426	\$ 64,295	\$ -	\$ -	\$ -	\$ 202,872	\$ 32,577	\$ 100,323	\$ -	\$ 132,900
		Library	\$ -	\$ 21,784	\$ 21,784	\$ -	\$ 8,916	\$ -	\$ 2,355	\$ -	\$ -	\$ -	\$ 11,271	\$ 10,513	\$ 10,087	\$ -	\$ 20,600
		Roads	\$ 162,081	\$ 2,566,766	\$ 2,728,847	\$ 95,110	\$ 731,825	\$ 170,529	\$ -	\$ 48,625	\$ 695,645	\$ -	\$ 1,741,733	\$ 987,114	\$ 20,000	\$ -	\$ 1,007,114
		Solid Waste	\$ (321,386)	\$ 797,176	\$ 475,790	\$ 100,100	\$ -	\$ -	\$ -	\$ 44,869	\$ -	\$ 200,359	\$ 345,329	\$ 130,461	\$ 62,800	\$ 168,675	\$ 361,936
		Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ -	\$ 1,200	\$ (1,200)	\$ 1,200	\$ -	\$ -
		Sub-total - taxation funded	\$ (159,305)	\$ 3,864,372	\$ 3,705,066	\$ 244,775	\$ 804,759	\$ 355,588	\$ 74,902	\$ 152,194	\$ 695,645	\$ 200,359	\$ 2,528,222	\$ 1,176,844	\$ 411,181	\$ 168,675	\$ 1,756,700
		Wastewater	\$ -	\$ 157,247	\$ 157,247	\$ 152,810	\$ -	\$ 4,437	\$ -	\$ -	\$ -	\$ -	\$ 157,247	\$ -	\$ 469,826	\$ -	\$ 469,826
		Water	\$ -	\$ 3,687,389	\$ 3,687,389	\$ 259,707	\$ 364,130	\$ -	\$ -	\$ 27,273	\$ 3,036,280	\$ -	\$ 3,687,389	\$ -	\$ 232,270	\$ -	\$ 232,270
		Sub-total - non-taxation funded	\$ -	\$ 3,844,636	\$ 3,844,636	\$ 412,517	\$ 364,130	\$ 4,437	\$ -	\$ 27,273	\$ 3,036,280	\$ -	\$ 3,844,636	\$ -	\$ 702,096	\$ -	\$ 702,096
2019		Actual	\$ (159,305)	\$ 7,709,008	\$ 7,549,703	\$ 657,293	\$ 1,168,888	\$ 360,025	\$ 74,902	\$ 179,467	\$ 3,731,925	\$ 200,359	\$ 6,372,859	\$ 1,176,844	\$ 1,113,277	\$ 168,675	\$ 2,458,796

Township of Southgate																		Page 3 of 32	
2019 Capital - Budget vs Actual																		General Fund Expense	
0		Project Funding																	
		<u>Description</u>	<u>Prior year unfunded expenditure</u>	<u>Current year expenditure</u>	<u>Total expenditure requiring funding</u>	<u>Contribution from Unrestricted Reserves</u>	<u>Contribution from Restricted Reserves</u>	<u>Grants</u>	<u>Donations</u>	<u>Sale of Assets</u>	<u>Debt Issuance</u>	<u>Future year funding</u>	<u>Sub-total</u>	<u>Transfer to Capital Fund</u>	<u>Transfer to Reserves</u>	<u>Debt Repayment & Interest</u>	<u>Current Year Taxation / Rates</u>		
													\$ -	\$ -			\$ -		
		Administration	\$ -	\$ (53,962)	\$ (53,962)	\$ -	\$ -	\$ (73,633)	\$ -	\$ -	\$ -	\$ -	\$ (73,633)	\$ 19,671	\$ (19,671)	\$ -	\$ -		
		Public Health	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		Council	\$ -	\$ 25,000	\$ 25,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 15,000	\$ (15,000)	\$ -	\$ -		
		Planning	\$ -	\$ 35,766	\$ 35,766	\$ 13,874	\$ 21,892	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,766	\$ -	\$ -	\$ -	\$ -		
		Building	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -		
		Industrial Land	\$ -	\$ 540,000	\$ 540,000	\$ 545,000	\$ -	\$ -	\$ -	\$ 405,000	\$ -	\$ -	\$ 950,000	\$ (410,000)	\$ 410,000	\$ -	\$ -		
		Economic Development	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 15,000	\$ (15,000)	\$ -	\$ -		
		Fire	\$ -	\$ (1,999)	\$ (1,999)	\$ (1,198)	\$ 10,200	\$ -	\$ (8,252)	\$ (2,000)	\$ -	\$ -	\$ (1,249)	\$ (750)	\$ 750	\$ -	\$ -		
		Recreation	\$ -	\$ 5,845	\$ 5,845	\$ 2,622	\$ 37,983	\$ 1,574	\$ (64,295)	\$ -	\$ -	\$ -	\$ (22,115)	\$ 27,961	\$ (27,961)	\$ -	\$ -		
		Library	\$ -	\$ 1,216	\$ 1,216	\$ -	\$ 984	\$ -	\$ (2,355)	\$ -	\$ -	\$ -	\$ (1,371)	\$ 2,587	\$ (2,587)	\$ -	\$ -		
		Roads	\$ (162,081)	\$ 596,234	\$ 434,153	\$ 424,511	\$ (109,053)	\$ 674,179	\$ 35,000	\$ 691,375	\$ (547,768)	\$ -	\$ 1,168,245	\$ (734,092)	\$ 347,600	\$ 386,492	\$ -		
		Solid Waste	\$ 321,386	\$ 158,824	\$ 480,210	\$ -	\$ 20,250	\$ -	\$ -	\$ 306,131	\$ 356,550	\$ (200,359)	\$ 482,571	\$ (2,361)	\$ -	\$ 2,361	\$ -		
		Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ -	\$ -	\$ 600	\$ (600)	\$ 600	\$ -	\$ -		
		Sub-total - taxation funded	\$ 159,305	\$ 1,336,923	\$ 1,496,229	\$ 994,810	\$ (7,744)	\$ 607,120	\$ (39,902)	\$ 1,401,106	\$ (191,218)	\$ (200,359)	\$ 2,563,813	\$ (1,067,584)	\$ 678,731	\$ 388,853	\$ -		
		Wastewater	\$ -	\$ 107,753	\$ 107,753	\$ 52,190	\$ 17,104	\$ 38,459	\$ -	\$ -	\$ -	\$ -	\$ 107,753	\$ -	\$ (53,497)	\$ -	\$ (53,497)		
		Water	\$ -	\$ 705,928	\$ 705,928	\$ 28,063	\$ 535,907	\$ 1,080,193	\$ -	\$ (12,273)	\$ (519,856)	\$ -	\$ 1,112,034	\$ (406,107)	\$ (104,822)	\$ -	\$ (510,929)		
		Sub-total - non-taxation funded	\$ -	\$ 813,681	\$ 813,681	\$ 80,253	\$ 553,011	\$ 1,118,652	\$ -	\$ (12,273)	\$ (519,856)	\$ -	\$ 1,219,787	\$ (406,107)	\$ (158,319)	\$ -	\$ (564,426)		
2019		Variance	\$ 159,305	\$ 2,150,604	\$ 2,309,909	\$ 1,075,062	\$ 545,268	\$ 1,725,772	\$ (39,902)	\$ 1,388,833	\$ (711,074)	\$ (200,359)	\$ 3,783,600	\$ (1,473,691)	\$ 520,412	\$ 388,853	\$ (564,426)		

Staff Report FIN2020-018 2019 Financial Report - December 2019
Attachment 2

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Administration																	
1051	Technology - Computers		\$ 5,000	\$ 5,000									\$ -	\$ 5,000			\$ 5,000
1051	Technology - Server		\$ -	\$ -									\$ -	\$ -			\$ -
1061	Office Renovation (Accessibilty)		\$ 15,000	\$ 15,000									\$ -	\$ 15,000			\$ 15,000
1062	Website Renovation (Accessibilty)		\$ 10,000	\$ 10,000									\$ -	\$ 10,000			\$ 10,000
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
2019	Total Budget	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
1051	Technology - Computers		\$ 8,458	\$ 8,458			\$ 8,458					Modernization Fund	\$ 8,458	\$ -	\$ 5,000		\$ 5,000
1051	Technology - Server		\$ 38,056	\$ 38,056			\$ 38,056					Modernization Fund	\$ 38,056	\$ -			\$ -
1061	Office Renovation (Accessibilty)		\$ 10,329	\$ 10,329									\$ -	\$ 10,329	\$ 4,671		\$ 15,000
1062	Website Renovation (Accessibilty)		\$ 12,151	\$ 12,151			\$ 12,151					Modernization Fund	\$ 12,151	\$ -	\$ 10,000		\$ 10,000
	Cubicles / Desk / Workstation etc		\$ 7,336	\$ 7,336			\$ 7,336					Modernization Fund	\$ 7,336	\$ -			\$ -
	Capital Projects	\$ -	\$ 76,330	\$ 76,330	\$ -	\$ -	\$ 66,001	\$ -	\$ -	\$ -	\$ -		\$ 66,001	\$ 10,329	\$ 19,671	\$ -	\$ 30,000
				\$ -									\$ -	\$ -			\$ -
	Community Engagement Tool		\$ 7,632	\$ 7,632			\$ 7,632					Modernization Fund	\$ 7,632	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ 7,632	\$ 7,632	\$ -	\$ -	\$ 7,632	\$ -	\$ -	\$ -	\$ -		\$ 7,632	\$ -	\$ -	\$ -	\$ -
2019	Total Actual	\$ -	\$ 83,962	\$ 83,962	\$ -	\$ -	\$ 73,633	\$ -	\$ -	\$ -	\$ -		\$ 73,633	\$ 10,329	\$ 19,671	\$ -	\$ 30,000

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description		<u>Prior year unfunded expenditure</u>	<u>Current year expenditure</u>	<u>Total expenditure requiring funding</u>	<u>Contribution from Unrestricted Reserves</u>	<u>Contribution from Restricted Reserves</u>	<u>Grants</u>	<u>Donations</u>	<u>Sale of Assets</u>	<u>Debt Issuance</u>	<u>Future year funding</u>	<u>Comment</u>	<u>Sub-Total Budget</u>	<u>Transfer to Capital Fund</u>	<u>Transfer to Reserves</u>	<u>Debt Repayment</u>	<u>Current Year Taxation</u>
Administration																	
	Technology - Computers	\$ -	\$ 3,458	\$ 3,458	\$ -	\$ -	\$ 8,458	\$ -	\$ -	\$ -	\$ -		\$ 8,458	\$ (5,000)	\$ 5,000	\$ -	\$ -
	Technology - Server	\$ -	\$ 38,056	\$ 38,056	\$ -	\$ -	\$ 38,056	\$ -	\$ -	\$ -	\$ -		\$ 38,056	\$ -	\$ -	\$ -	\$ -
	Office Renovation (Accessibilty)	\$ -	\$ (4,671)	\$ (4,671)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (4,671)	\$ 4,671	\$ -	\$ -
	Website Renovation (Accessibilty)	\$ -	\$ 2,151	\$ 2,151	\$ -	\$ -	\$ 12,151	\$ -	\$ -	\$ -	\$ -		\$ 12,151	\$ (10,000)	\$ 10,000	\$ -	\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 38,994	\$ 38,994	\$ -	\$ -	\$ 58,665	\$ -	\$ -	\$ -	\$ -		\$ 58,665	\$ (19,671)	\$ 19,671	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Community Engagement Tool	\$ -	\$ 7,632	\$ 7,632	\$ -	\$ -	\$ 7,632	\$ -	\$ -	\$ -	\$ -		\$ 7,632	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ 7,632	\$ 7,632	\$ -	\$ -	\$ 7,632	\$ -	\$ -	\$ -	\$ -		\$ 7,632	\$ -	\$ -	\$ -	\$ -
2019	Total Variance	\$ -	\$ 46,626	\$ 46,626	\$ -	\$ -	\$ 66,297	\$ -	\$ -	\$ -	\$ -		\$ 66,297	\$ (19,671)	\$ 19,671	\$ -	\$ -

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description	Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation	
Public Health																	
Medical Clinic Reserve			\$ -									\$ -	\$ -	\$ 48,600		\$ 48,600	
			\$ -									\$ -	\$ -			\$ -	
			\$ -									\$ -	\$ -			\$ -	
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 48,600	\$ -	\$ 48,600	
Grant - Mount Forest Hospital (Emergency Department Expansion)			\$ -								Year 6 of 10	\$ -	\$ -	\$ 20,000		\$ 20,000	
Grant - Durham & Community Health Care Foundation		\$ 1,500	\$ 1,500								No specific project	\$ -	\$ 1,500			\$ 1,500	
Grant - Mt Forest & Area Health Professional Recruitment Committee		\$ 1,500	\$ 1,500								General Operations	\$ -	\$ 1,500			\$ 1,500	
Grant - South East Grey Community Health Centre - Seniors and Youth Programs		\$ 25,000	\$ 25,000		\$ 25,000						Year 2 of 10	\$ 25,000	\$ -			\$ -	
			\$ -									\$ -	\$ -			\$ -	
Special Projects	\$ -	\$ 28,000	\$ 28,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 25,000	\$ 3,000	\$ 20,000	\$ -	\$ 23,000	
2019 Total Budget	\$ -	\$ 28,000	\$ 28,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 25,000	\$ 3,000	\$ 68,600	\$ -	\$ 71,600	
Medical Clinic Reserve			\$ -									\$ -	\$ -	\$ 48,600		\$ 48,600	
			\$ -									\$ -	\$ -			\$ -	
			\$ -									\$ -	\$ -			\$ -	
			\$ -									\$ -	\$ -			\$ -	
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 48,600	\$ -	\$ 48,600	
Grant - Mount Forest Hospital (Emergency Department Expansion)			\$ -								Year 6 of 10	\$ -	\$ -	\$ 20,000		\$ 20,000	
Grant - Durham & Community Health Care Foundation		\$ 1,500	\$ 1,500								No specific project	\$ -	\$ 1,500			\$ 1,500	
Grant - Mt Forest & Area Health Professional Recruitment Committee		\$ 1,500	\$ 1,500								General Operations	\$ -	\$ 1,500			\$ 1,500	
Grant - South East Grey Community Health Centre - Seniors and Youth Programs		\$ 25,000	\$ 25,000		\$ 25,000						Year 2 of 10	\$ 25,000	\$ -			\$ -	
			\$ -									\$ -	\$ -			\$ -	
Special Projects	\$ -	\$ 28,000	\$ 28,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 25,000	\$ 3,000	\$ 20,000	\$ -	\$ 23,000	
2019 Total Actual	\$ -	\$ 28,000	\$ 28,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 25,000	\$ 3,000	\$ 68,600	\$ -	\$ 71,600	

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Public Health																	
	Medical Clinic Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Grant - Mount Forest Hospital (Emergency Department Expansion)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Grant - Durham & Community Health Care Foundation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Grant - Mt Forest & Area Health Professional Recruitment Committee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Grant - South East Grey Community Health Centre - Seniors and Youth Programs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
2019	Total Variance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Council																	
1004	Council Chamber Renovation (Accessibility)		\$ 15,000	\$ 15,000									\$ -	\$ 15,000			\$ 15,000
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000
	Election - Contribution to Reserve			\$ -									\$ -	\$ -	\$ 10,000		\$ 10,000
	2018 Election Compliance Audit		\$ 10,000	\$ 10,000	\$ 10,000								\$ 10,000	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
2019	Total Budget	\$ -	\$ 25,000	\$ 25,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 10,000	\$ 15,000	\$ 10,000	\$ -	\$ 25,000
1004	(Accessibility) - Projection Technology		\$ -	\$ -									\$ -	\$ -	\$ 15,000		\$ 15,000
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000
	Election - Contribution to Reserve			\$ -									\$ -	\$ -	\$ 10,000		\$ 10,000
	2018 Election Compliance Audit			\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
2019	Total Actual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
	(Accessibility) - Projection Technology	\$ -	\$ (15,000)	\$ (15,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (15,000)	\$ 15,000	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Capital Projects	\$ -	\$ (15,000)	\$ (15,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (15,000)	\$ 15,000	\$ -	\$ -
	Election - Contribution to Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	2018 Election Compliance Audit	\$ -	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000)	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Special Projects	\$ -	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000)	\$ -	\$ -	\$ -	\$ -
2019	Total Variance	\$ -	\$ (25,000)	\$ (25,000)	\$ (10,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000)	\$ (15,000)	\$ 15,000	\$ -	\$ -

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding														General Fund Expense			
Description	Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation	
Planning																	
			\$ -									\$ -	\$ -			\$ -	
			\$ -									\$ -	\$ -			\$ -	
			\$ -									\$ -	\$ -			\$ -	
			\$ -									\$ -	\$ -			\$ -	
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	Tsfr to Reserves: Planning/Zoning			\$ -								\$ -	\$ -	\$ 10,000		\$ 10,000	
	Tsfr to Res: Strategic Plan			\$ -								\$ -	\$ -	\$ 6,000		\$ 6,000	
	Transfer to Res: OMB			\$ -								\$ -	\$ -	\$ 3,500		\$ 3,500	
7253	Zoning By-law Review		\$ 10,000	\$ 10,000	\$ 5,500	\$ 4,500						\$ 10,000	\$ -			\$ -	
7252	Community Improvement Plan		\$ 15,000	\$ 15,000	\$ 4,875	\$ 10,125						\$ 15,000	\$ -			\$ -	
7256	Community Action/Strategic Plan		\$ 25,000	\$ 25,000	\$ 8,125	\$ 16,875						\$ 25,000	\$ -			\$ -	
7254	Urban Expansion Study		\$ 10,000	\$ 10,000	\$ 3,250	\$ 6,750						\$ 10,000	\$ -			\$ -	
				\$ -								\$ -	\$ -			\$ -	
	Special Projects	\$ -	\$ 60,000	\$ 60,000	\$ 21,750	\$ 38,250	\$ -	\$ -	\$ -	\$ -		\$ 60,000	\$ -	\$ 19,500	\$ -	\$ 19,500	
2019	Total Budget	\$ -	\$ 60,000	\$ 60,000	\$ 21,750	\$ 38,250	\$ -	\$ -	\$ -	\$ -		\$ 60,000	\$ -	\$ 19,500	\$ -	\$ 19,500	
				\$ -								\$ -	\$ -			\$ -	
				\$ -								\$ -	\$ -			\$ -	
				\$ -								\$ -	\$ -			\$ -	
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	Tsfr to Reserves: Planning/Zoning			\$ -								\$ -	\$ -	\$ 10,000		\$ 10,000	
	Tsfr to Res: Strategic Plan			\$ -								\$ -	\$ -	\$ 6,000		\$ 6,000	
	Transfer to Res: OMB			\$ -								\$ -	\$ -	\$ 3,500		\$ 3,500	
7253	Zoning By-law Review			\$ -								\$ -	\$ -			\$ -	
7252	Community Improvement Plan		\$ -	\$ -								\$ -	\$ -			\$ -	
7256	Community Action/Strategic Plan		\$ 24,234	\$ 24,234	\$ 7,876	\$ 16,358						\$ 24,234	\$ -			\$ -	
7254	Urban Expansion Study		\$ -	\$ -								\$ -	\$ -			\$ -	
				\$ -								\$ -	\$ -			\$ -	
	Special Projects	\$ -	\$ 24,234	\$ 24,234	\$ 7,876	\$ 16,358	\$ -	\$ -	\$ -	\$ -		\$ 24,234	\$ -	\$ 19,500	\$ -	\$ 19,500	
2019	Total Actual	\$ -	\$ 24,234	\$ 24,234	\$ 7,876	\$ 16,358	\$ -	\$ -	\$ -	\$ -		\$ 24,234	\$ -	\$ 19,500	\$ -	\$ 19,500	

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding												General Fund Expense					
Description	Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation	
Planning																	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Tsfr to Reserves: Planning/Zoning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Tsfr to Res: Strategic Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer to Res: OMB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Zoning By-law Review	\$ -	\$ (10,000)	\$ (10,000)	\$ (5,500)	\$ (4,500)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000)	\$ -	\$ -	\$ -	\$ -	
Community Improvement Plan	\$ -	\$ (15,000)	\$ (15,000)	\$ (4,875)	\$ (10,125)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (15,000)	\$ -	\$ -	\$ -	\$ -	
Community Action/Strategic Plan	\$ -	\$ (766)	\$ (766)	\$ (249)	\$ (517)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (766)	\$ (0)	\$ -	\$ -	\$ (0)	
Urban Expansion Study	\$ -	\$ (10,000)	\$ (10,000)	\$ (3,250)	\$ (6,750)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000)	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Special Projects	\$ -	\$ (35,766)	\$ (35,766)	\$ (13,874)	\$ (21,892)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (35,766)	\$ (0)	\$ -	\$ -	\$ (0)	
2019 Total Variance	\$ -	\$ (35,766)	\$ (35,766)	\$ (13,874)	\$ (21,892)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (35,766)	\$ (0)	\$ -	\$ -	\$ (0)	

Township of Southgate
2019 Capital - Budget vs Actual
0

2019 Capital - Budget vs Actual													General Fund Expense				
Project Funding																	
		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Building																	
1405	Drone		\$ 10,000	\$ 10,000		\$ 10,000							\$ 10,000	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 10,000	\$ -	\$ -	\$ -	\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
2019	Total Budget	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 10,000	\$ -	\$ -	\$ -	\$ -
1405	Drone			\$ -								Cfwd to 2020	\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
2019	Total Actual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Drone	\$ -	\$ (10,000)	\$ (10,000)	\$ -	\$ (10,000)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000)	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Capital Projects	\$ -	\$ (10,000)	\$ (10,000)	\$ -	\$ (10,000)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000)	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
2019	Total Variance	\$ -	\$ (10,000)	\$ (10,000)	\$ -	\$ (10,000)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000)	\$ -	\$ -	\$ -	\$ -

Staff Report FIN2020-018 2019 Financial Report - December 2019
Attachment 2

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Industrial Land																	
7201	Hwy 10 Bypass Rd - Engineering/Design		\$ 45,000	\$ 45,000	\$ 45,000								\$ 45,000	\$ -			\$ -
7201	Hwy 10 Bypass Rd - Construction - Phase 1		\$ 500,000	\$ 500,000	\$ 500,000								\$ 500,000	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 545,000	\$ 545,000	\$ 545,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 545,000	\$ -	\$ -	\$ -	\$ -
	Sale of industrial land			\$ -					\$ 460,000				\$ 460,000	\$ (460,000)	\$ 460,000		\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 460,000	\$ -	\$ -		\$ 460,000	\$ (460,000)	\$ 460,000	\$ -	\$ -
2019	Total Budget	\$ -	\$ 545,000	\$ 545,000	\$ 545,000	\$ -	\$ -	\$ -	\$ 460,000	\$ -	\$ -		\$ 1,005,000	\$ (460,000)	\$ 460,000	\$ -	\$ -
7201	Hwy 10 Bypass Rd - Engineering/Design			\$ -									\$ -	\$ -			\$ -
7201	Hwy 10 Bypass Rd - Construction - Phase 1			\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Sale of industrial land		\$ 5,000	\$ 5,000					\$ 55,000				\$ 55,000	\$ (50,000)	\$ 50,000		\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ -	\$ -		\$ 55,000	\$ (50,000)	\$ 50,000	\$ -	\$ -
2019	Total Actual	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ -	\$ -		\$ 55,000	\$ (50,000)	\$ 50,000	\$ -	\$ -
	Hwy 10 Bypass Rd - Engineering/Design	\$ -	\$ (45,000)	\$ (45,000)	\$ (45,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (45,000)	\$ -	\$ -	\$ -	\$ -
	Hwy 10 Bypass Rd - Construction - Phase 1	\$ -	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (500,000)	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Capital Projects	\$ -	\$ (545,000)	\$ (545,000)	\$ (545,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (545,000)	\$ -	\$ -	\$ -	\$ -
	Sale of industrial land	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ (405,000)	\$ -	\$ -		\$ (405,000)	\$ 410,000	\$ (410,000)	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Special Projects	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ (405,000)	\$ -	\$ -		\$ (405,000)	\$ 410,000	\$ (410,000)	\$ -	\$ -
2019	Total Variance	\$ -	\$ (540,000)	\$ (540,000)	\$ (545,000)	\$ -	\$ -	\$ -	\$ (405,000)	\$ -	\$ -		\$ (950,000)	\$ 410,000	\$ (410,000)	\$ -	\$ -

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Economic Development																	
	Downtown Improvements - General			\$ -									\$ -	\$ -	\$ 10,000		\$ 10,000
7101	Signage		\$ 20,000	\$ 20,000			\$ 5,000						\$ 5,000	\$ 15,000			\$ 15,000
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -		\$ 5,000	\$ 15,000	\$ 10,000	\$ -	\$ 25,000
	Downtown Improvements - Façade			\$ -									\$ -	\$ -	\$ 2,000		\$ 2,000
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
2019	Total Budget	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -		\$ 5,000	\$ 15,000	\$ 12,000	\$ -	\$ 27,000
	Downtown Improvements - General			\$ -									\$ -	\$ -	\$ 10,000		\$ 10,000
7101	Signage			\$ -									\$ -	\$ -	\$ 15,000		\$ 15,000
				\$ -			\$ -						\$ -	\$ -			\$ -
				\$ -			\$ -						\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
	Downtown Improvements - Façade			\$ -									\$ -	\$ -	\$ 2,000		\$ 2,000
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
2019	Total Actual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 27,000	\$ -	\$ 27,000
	Downtown Improvements - General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Signage	\$ -	\$ (20,000)	\$ (20,000)	\$ -	\$ -	\$ (5,000)	\$ -	\$ -	\$ -	\$ -		\$ (5,000)	\$ (15,000)	\$ 15,000	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Capital Projects	\$ -	\$ (20,000)	\$ (20,000)	\$ -	\$ -	\$ (5,000)	\$ -	\$ -	\$ -	\$ -		\$ (5,000)	\$ (15,000)	\$ 15,000	\$ -	\$ -
	Downtown Improvements - Façade	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
2019	Total Variance	\$ -	\$ (20,000)	\$ (20,000)	\$ -	\$ -	\$ (5,000)	\$ -	\$ -	\$ -	\$ -		\$ (5,000)	\$ (15,000)	\$ 15,000	\$ -	\$ -

Staff Report FIN2020-018 2019 Financial Report - December 2019
Attachment 2

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Fire																	
1201	Bunker Gear/PPE		\$ 16,000	\$ 16,000		\$ 10,200						DC	\$ 10,200	\$ 5,800			\$ 5,800
1204	SCBA Air bottle replacements		\$ 9,000	\$ 9,000									\$ -	\$ 9,000			\$ 9,000
1211	Fire Pickup/Squad		\$ 75,000	\$ 75,000	\$ 6,500	\$ 22,500			\$ 500			Rescue 12 disposal	\$ 29,500	\$ 45,500			\$ 45,500
	Contribution to Res (Infrastructure)			\$ -									\$ -	\$ -	\$ 750		\$ 750
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 100,000	\$ 100,000	\$ 6,500	\$ 32,700	\$ -	\$ -	\$ 500	\$ -	\$ -		\$ 39,700	\$ 60,300	\$ 750	\$ -	\$ 61,050
	Contribution to Res (Melancthon)			\$ -			\$ 7,000						\$ 7,000	\$ (7,000)	\$ 7,000		\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ -	\$ -	\$ -	\$ -		\$ 7,000	\$ (7,000)	\$ 7,000	\$ -	\$ -
2019	Total Budget	\$ -	\$ 100,000	\$ 100,000	\$ 6,500	\$ 32,700	\$ 7,000	\$ -	\$ 500	\$ -	\$ -		\$ 46,700	\$ 53,300	\$ 7,750	\$ -	\$ 61,050
1201	Bunker Gear/PPE		\$ 21,908	\$ 21,908		\$ -		\$ 8,252					\$ 8,252	\$ 13,656			\$ 13,656
1204	SCBA Air bottle replacements		\$ 9,155	\$ 9,155									\$ -	\$ 9,155			\$ 9,155
1211	Fire Pickup/Squad		\$ 70,936	\$ 70,936	\$ 7,698	\$ 22,500			\$ 2,500				\$ 32,698	\$ 38,239			\$ 38,239
	Contribution to Res (Infrastructure)			\$ -									\$ -	\$ -			\$ -
	Computer		\$ -	\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 101,999	\$ 101,999	\$ 7,698	\$ 22,500	\$ -	\$ 8,252	\$ 2,500	\$ -	\$ -		\$ 40,949	\$ 61,050	\$ -	\$ -	\$ 61,050
	Contribution to Res (Melancthon)			\$ -			\$ 7,000						\$ 7,000	\$ (7,000)	\$ 7,000		\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ -	\$ -	\$ -	\$ -		\$ 7,000	\$ (7,000)	\$ 7,000	\$ -	\$ -
2019	Total Actual	\$ -	\$ 101,999	\$ 101,999	\$ 7,698	\$ 22,500	\$ 7,000	\$ 8,252	\$ 2,500	\$ -	\$ -		\$ 47,949	\$ 54,050	\$ 7,000	\$ -	\$ 61,050

Township of Southgate
2019 Capital - Budget vs Actual
0

2019 Capital - Budget vs Actual														General Fund Expense				
0														Project Funding				
		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation	
Fire																		
	Bunker Gear/PPE	\$ -	\$ 5,908	\$ 5,908	\$ -	\$ (10,200)	\$ -	\$ 8,252	\$ -	\$ -	\$ -		\$ (1,948)	\$ 7,856	\$ -	\$ -	\$ 7,856	
	SCBA Air bottle replacements	\$ -	\$ 155	\$ 155	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 155	\$ -	\$ -	\$ 155	
	Fire Pickup/Squad	\$ -	\$ (4,064)	\$ (4,064)	\$ 1,198	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -		\$ 3,198	\$ (7,261)	\$ -	\$ -	\$ (7,261)	
	Contribution to Res (Infrastructure)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ (750)	\$ -	\$ (750)	
	Computer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	Capital Projects	\$ -	\$ 1,999	\$ 1,999	\$ 1,198	\$ (10,200)	\$ -	\$ 8,252	\$ 2,000	\$ -	\$ -		\$ 1,249	\$ 750	\$ (750)	\$ -	\$ (0)	
	Contribution to Res (Melancthon)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
2019	Total Variance	\$ -	\$ 1,999	\$ 1,999	\$ 1,198	\$ (10,200)	\$ -	\$ 8,252	\$ 2,000	\$ -	\$ -		\$ 1,249	\$ 750	\$ (750)	\$ -	\$ (0)	

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding												General Fund Expense					
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Recreation																	
	Dundalk Arena Reserve			\$ -									\$ -	\$ -	\$ 23,462		\$ 23,462
	Rural Recreation Reserve			\$ -									\$ -	\$ -	\$ 10,000		\$ 10,000
6019	Parkland Development and Amenities		\$ 30,000	\$ 30,000	\$ 3,000	\$ 27,000						DC / Parkland Reserve	\$ 30,000	\$ -			\$ -
6018	Trail Development - Connections		\$ 10,000	\$ 10,000	\$ 5,500	\$ 4,500						DC / Parkland Reserve	\$ 10,000	\$ -			\$ -
6001	Dromore Pavillion Concrete		\$ 10,000	\$ 10,000	\$ 10,000							Rural Reserve	\$ 10,000	\$ -			\$ -
6226	Campground electrical repairs		\$ 7,000	\$ 7,000	\$ 7,000							Recreation Infrastructure Reserve	\$ 7,000	\$ -			\$ -
6228	Auditorium Renovation/Elevator		\$ 166,538	\$ 166,538			\$ 100,000						\$ 100,000	\$ 66,538			\$ 66,538
	Recreation Infrastructure Reserve			\$ -									\$ -	\$ -	\$ 32,900		\$ 32,900
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 223,538	\$ 223,538	\$ 25,500	\$ 31,500	\$ 100,000	\$ -	\$ -	\$ -	\$ -		\$ 157,000	\$ 66,538	\$ 66,362	\$ -	\$ 132,900
	Contrib to Melancthon Res			\$ -			\$ 6,000						\$ 6,000	\$ (6,000)	\$ 6,000		\$ -
	Olde Town Hall - Part B Study		\$ 17,757	\$ 17,757	\$ 11,114	\$ 6,643							\$ 17,757	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ 17,757	\$ 17,757	\$ 11,114	\$ 6,643	\$ 6,000	\$ -	\$ -	\$ -	\$ -		\$ 23,757	\$ (6,000)	\$ 6,000	\$ -	\$ -
2019	Total Budget	\$ -	\$ 241,295	\$ 241,295	\$ 36,614	\$ 38,143	\$ 106,000	\$ -	\$ -	\$ -	\$ -		\$ 180,757	\$ 60,538	\$ 72,362	\$ -	\$ 132,900

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description		<u>Prior year unfunded expenditure</u>	<u>Current year expenditure</u>	<u>Total expenditure requiring funding</u>	<u>Contribution from Unrestricted Reserves</u>	<u>Contribution from Restricted Reserves</u>	<u>Grants</u>	<u>Donations</u>	<u>Sale of Assets</u>	<u>Debt Issuance</u>	<u>Future year funding</u>	<u>Comment</u>	<u>Sub-Total Budget</u>	<u>Transfer to Capital Fund</u>	<u>Transfer to Reserves</u>	<u>Debt Repayment</u>	<u>Current Year Taxation</u>
Recreation																	
	Dundalk Arena Reserve Fund			\$ -									\$ -	\$ -	\$ 51,423		\$ 51,423
	Rural Recreation Reserve			\$ -									\$ -	\$ -	\$ 10,000		\$ 10,000
6019	Parkland Development and Amenities			\$ -									\$ -	\$ -			\$ -
6018	Trail Development - Connections			\$ -									\$ -	\$ -			\$ -
6001	Dromore Pavillion Concrete		\$ 6,100	\$ 6,100	\$ 6,100								\$ 6,100	\$ -			\$ -
6226	Campground electrical repairs		\$ 9,197	\$ 9,197	\$ 9,197								\$ 9,197	\$ -			\$ -
6228	Auditorium Renovation/Elevator		\$ 161,221	\$ 161,221			\$ 96,926	\$ 64,295					\$ 161,221	\$ -			\$ -
	Recreation Infrastructure Reserve			\$ -									\$ -	\$ -	\$ 32,900		\$ 32,900
6229	Security Cameras - Arena		\$ 1,650	\$ 1,650	\$ 1,650								\$ 1,650	\$ -			\$ -
6230	Auditorium Roof		\$ 38,577	\$ 38,577									\$ -	\$ 38,577			\$ 38,577
	Capital Projects	\$ -	\$ 216,745	\$ 216,745	\$ 16,946	\$ -	\$ 96,926	\$ 64,295	\$ -	\$ -	\$ -		\$ 178,167	\$ 38,577	\$ 94,323	\$ -	\$ 132,900
	Contrib to Melancthon Res			\$ -			\$ 6,000						\$ 6,000	\$ (6,000)	\$ 6,000		\$ -
	Olde Town Hall - Part B Study		\$ 18,705	\$ 18,705	\$ 17,045	\$ 160	\$ 1,500						\$ 18,705	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ 18,705	\$ 18,705	\$ 17,045	\$ 160	\$ 7,500	\$ -	\$ -	\$ -	\$ -		\$ 24,705	\$ (6,000)	\$ 6,000	\$ -	\$ -
2019	Total Actual	\$ -	\$ 235,450	\$ 235,450	\$ 33,992	\$ 160	\$ 104,426	\$ 64,295	\$ -	\$ -	\$ -		\$ 202,872	\$ 32,577	\$ 100,323	\$ -	\$ 132,900

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description		<u>Prior year unfunded expenditure</u>	<u>Current year expenditure</u>	<u>Total expenditure requiring funding</u>	<u>Contribution from Unrestricted Reserves</u>	<u>Contribution from Restricted Reserves</u>	<u>Grants</u>	<u>Donations</u>	<u>Sale of Assets</u>	<u>Debt Issuance</u>	<u>Future year funding</u>	<u>Comment</u>	<u>Sub-Total Budget</u>	<u>Transfer to Capital Fund</u>	<u>Transfer to Reserves</u>	<u>Debt Repayment</u>	<u>Current Year Taxation</u>
Recreation																	
	Dundalk Arena Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 27,961	\$ -	\$ 27,961
	Rural Recreation Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Parkland Development and Amenities	\$ -	\$ (30,000)	\$ (30,000)	\$ (3,000)	\$ (27,000)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (30,000)	\$ -	\$ -	\$ -	\$ -
	Trail Development - Connections	\$ -	\$ (10,000)	\$ (10,000)	\$ (5,500)	\$ (4,500)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000)	\$ -	\$ -	\$ -	\$ -
	Dromore Pavillion Concrete	\$ -	\$ (3,900)	\$ (3,900)	\$ (3,900)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (3,900)	\$ -	\$ -	\$ -	\$ -
	Campground electrical repairs	\$ -	\$ 2,197	\$ 2,197	\$ 2,197	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 2,197	\$ -	\$ -	\$ -	\$ -
	Auditorium Renovation/Elevator	\$ -	\$ (5,317)	\$ (5,317)	\$ -	\$ -	\$ (3,074)	\$ 64,295	\$ -	\$ -	\$ -		\$ 61,221	\$ (66,538)	\$ -	\$ -	\$ (66,538)
	Recreation Infrastructure Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Security Cameras - Arena	\$ -	\$ 1,650	\$ 1,650	\$ 1,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,650	\$ -	\$ -	\$ -	\$ -
	Auditorium Roof	\$ -	\$ 38,577	\$ 38,577	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 38,577	\$ -	\$ -	\$ 38,577
	Capital Projects	\$ -	\$ (6,793)	\$ (6,793)	\$ (8,554)	\$ (31,500)	\$ (3,074)	\$ 64,295	\$ -	\$ -	\$ -		\$ 21,167	\$ (27,961)	\$ 27,961	\$ -	\$ -
	Contrib to Melancthon Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Olde Town Hall - Part B Study	\$ -	\$ 948	\$ 948	\$ 5,931	\$ (6,483)	\$ 1,500	\$ -	\$ -	\$ -	\$ -		\$ 948	\$ 0	\$ -	\$ -	\$ 0
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Special Projects	\$ -	\$ 948	\$ 948	\$ 5,931	\$ (6,483)	\$ 1,500	\$ -	\$ -	\$ -	\$ -		\$ 948	\$ 0	\$ -	\$ -	\$ 0
2019	Total Variance	\$ -	\$ (5,845)	\$ (5,845)	\$ (2,622)	\$ (37,983)	\$ (1,574)	\$ 64,295	\$ -	\$ -	\$ -		\$ 22,115	\$ (27,961)	\$ 27,961	\$ -	\$ 0

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Township of Southgate
2019 Capital - Budget vs Actual
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Project Funding														General Fund Expense				
		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation	
Library																		
6501	Library Collections - Replacement		\$ 9,000	\$ 9,000									\$ -	\$ 9,000			\$ 9,000	
6502	Library Collections - Growth		\$ 10,000	\$ 10,000		\$ 9,000						DC- Special Collection	\$ 9,000	\$ 1,000			\$ 1,000	
6521	Computers /e-resources		\$ 2,500	\$ 2,500		\$ 900						DC	\$ 900	\$ 1,600			\$ 1,600	
6522	Furniture/Furnishings		\$ 1,500	\$ 1,500									\$ -	\$ 1,500			\$ 1,500	
	Contr to Reserves- Infrastructure			\$ -									\$ -	\$ -	\$ 7,500		\$ 7,500	
				\$ -									\$ -	\$ -			\$ -	
				\$ -									\$ -	\$ -			\$ -	
	Capital Projects	\$ -	\$ 23,000	\$ 23,000	\$ -	\$ 9,900	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 9,900	\$ 13,100	\$ 7,500	\$ -	\$ 20,600	
				\$ -									\$ -	\$ -			\$ -	
				\$ -									\$ -	\$ -			\$ -	
				\$ -									\$ -	\$ -			\$ -	
				\$ -									\$ -	\$ -			\$ -	
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
2019	Total Budget	\$ -	\$ 23,000	\$ 23,000	\$ -	\$ 9,900	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 9,900	\$ 13,100	\$ 7,500	\$ -	\$ 20,600	
6501	Library Collections - Replacement		\$ 8,550	\$ 8,550									\$ -	\$ 8,550			\$ 8,550	
6502	Library Collections - Growth		\$ 9,907	\$ 9,907		\$ 8,916							\$ 8,916	\$ 991			\$ 991	
6521	Computers /e-resources		\$ 1,110	\$ 1,110		\$ -		\$ 831				Friends	\$ 831	\$ 279			\$ 279	
6522	Furniture/Furnishings		\$ 488	\$ 488									\$ -	\$ 488			\$ 488	
	Contr to Reserves- Infrastructure			\$ -									\$ -	\$ -	\$ 10,087		\$ 10,087	
6511	Security Cameras			\$ -				\$ 509				Friends (2018 Expense)	\$ 509	\$ (509)			\$ (509)	
6525	Misc Equip		\$ 1,729	\$ 1,729				\$ 1,015				Friends	\$ 1,015	\$ 713			\$ 713	
	Capital Projects	\$ -	\$ 21,784	\$ 21,784	\$ -	\$ 8,916	\$ -	\$ 2,355	\$ -	\$ -	\$ -		\$ 11,271	\$ 10,513	\$ 10,087	\$ -	\$ 20,600	
				\$ -									\$ -	\$ -			\$ -	
				\$ -									\$ -	\$ -			\$ -	
				\$ -									\$ -	\$ -			\$ -	
				\$ -									\$ -	\$ -			\$ -	
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
2019	Total Actual	\$ -	\$ 21,784	\$ 21,784	\$ -	\$ 8,916	\$ -	\$ 2,355	\$ -	\$ -	\$ -		\$ 11,271	\$ 10,513	\$ 10,087	\$ -	\$ 20,600	

Township of Southgate
2019 Capital - Budget vs Actual
0

2019 Capital - Budget vs Actual

0

Project Funding												General Fund Expense				
Description	Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Library																
Library Collections - Replacement	\$ -	\$ (450)	\$ (450)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (450)	\$ -	\$ -	\$ (450)
Library Collections - Growth	\$ -	\$ (93)	\$ (93)	\$ -	\$ (84)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (84)	\$ (9)	\$ -	\$ -	\$ (9)
Computers /e-resources	\$ -	\$ (1,390)	\$ (1,390)	\$ -	\$ (900)	\$ -	\$ 831	\$ -	\$ -	\$ -		\$ (69)	\$ (1,321)	\$ -	\$ -	\$ (1,321)
Furniture/Furnishings	\$ -	\$ (1,012)	\$ (1,012)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (1,012)	\$ -	\$ -	\$ (1,012)
Contr to Reserves- Infrastucture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 2,587	\$ -	\$ 2,587
Security Cameras	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 509	\$ -	\$ -	\$ -		\$ 509	\$ (509)	\$ -	\$ -	\$ (509)
Misc Equip	\$ -	\$ 1,729	\$ 1,729	\$ -	\$ -	\$ -	\$ 1,015	\$ -	\$ -	\$ -		\$ 1,015	\$ 713	\$ -	\$ -	\$ 713
Capital Projects	\$ -	\$ (1,216)	\$ (1,216)	\$ -	\$ (984)	\$ -	\$ 2,355	\$ -	\$ -	\$ -		\$ 1,371	\$ (2,587)	\$ 2,587	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
2019 Total Variance	\$ -	\$ (1,216)	\$ (1,216)	\$ -	\$ (984)	\$ -	\$ 2,355	\$ -	\$ -	\$ -		\$ 1,371	\$ (2,587)	\$ 2,587	\$ -	\$ -

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Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding												General Fund Expense					
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Roads																	
2701	LED Conversion			\$ -									\$ -	\$ -		\$ 34,092	\$ 34,092
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	2090 Sub Total Budget	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 34,092	\$ 34,092
	Main St Culvert Crossing			\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	2511 Sub Total Budget	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
2004	Bridge S118- 04 between 57 & 61		\$ 350,000	\$ 350,000			\$ 232,901						\$ 232,901	\$ 117,099			\$ 117,099
2012	12 - 47 to 49 Ditching-gravel		\$ 150,000	\$ 150,000									\$ -	\$ 150,000			\$ 150,000
2024	Rd 24-71-13 P&A		\$ 600,000	\$ 600,000	\$ 221,907	\$ 223,093					\$ 147,877		\$ 592,877	\$ 7,123			\$ 7,123
2026	26-RR-Hometead construct-PAVE		\$ 55,000	\$ 55,000				\$ 35,000					\$ 35,000	\$ 20,000			\$ 20,000
2039	39-24 to WLR Pave		\$ 200,000	\$ 200,000		\$ 50,000						Solar Fund	\$ 50,000	\$ 150,000			\$ 150,000
2075	S126 & S43 replacement		\$ 325,000	\$ 325,000	\$ 71,370	\$ 253,630						Carry from 2018	\$ 325,000	\$ -			\$ -
2140	Dundalk Sidewalks		\$ 20,000	\$ 20,000									\$ -	\$ 20,000			\$ 20,000
2156	Holland St Storm- P&A		\$ 20,000	\$ 20,000									\$ -	\$ 20,000			\$ 20,000
2160	replacement / Oversizing (engineering in 2018)		\$ 794,000	\$ 794,000	\$ 226,344		\$ 567,656						\$ 794,000	\$ -			\$ -
2171	Rowes Lane		\$ 50,000	\$ 50,000									\$ -	\$ 50,000			\$ 50,000
2202	Hopeville parking lot paving		\$ 6,000	\$ 6,000									\$ -	\$ 6,000			\$ 6,000
2207	Hopeville north side roof		\$ 35,000	\$ 35,000									\$ -	\$ 35,000			\$ 35,000
2261	Proton parking lot		\$ 60,000	\$ 60,000		\$ 15,849	\$ 44,151					Carry from 2018	\$ 60,000	\$ -			\$ -
2206	Hopeville man doors		\$ 3,000	\$ 3,000									\$ -	\$ 3,000			\$ 3,000
2301	Stephens Pit #2 haul entrance		\$ 15,000	\$ 15,000									\$ -	\$ 15,000			\$ 15,000
	Roads Emergency Disaster Infrastructure Reserve			\$ -									\$ -	\$ -	\$ 20,000		\$ 20,000
	Debt P&I - Gravel Pit			\$ -									\$ -	\$ -			\$ -
	Roads Infrastructure Reserve			\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	2525 Sub Total Budget	\$ -	\$ 2,683,000	\$ 2,683,000	\$ 519,621	\$ 542,572	\$ 844,708	\$ 35,000	\$ -	\$ 147,877	\$ -		\$ 2,089,778	\$ 593,222	\$ 20,000	\$ -	\$ 613,222
2250	Signs		\$ 8,000	\$ 8,000									\$ -	\$ 8,000			\$ 8,000
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	2530 Sub Total Budget	\$ -	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 8,000	\$ -	\$ -	\$ 8,000
2230	Plow Truck		\$ 270,000	\$ 270,000					\$ 20,000			Unit 206 Plow Truck	\$ 20,000	\$ 250,000			\$ 250,000

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Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Roads																	
2231	Loader-Hopeville		\$ 150,000	\$ 150,000		\$ 75,000			\$ 20,000			Unit 107 loader sale; DC	\$ 95,000	\$ 55,000			\$ 55,000
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	2560 Sub Total Budget	\$ -	\$ 420,000	\$ 420,000	\$ -	\$ 75,000	\$ -	\$ -	\$ 40,000	\$ -	\$ -		\$ 115,000	\$ 305,000	\$ -	\$ -	\$ 305,000
	Capital Projects	\$ -	\$ 3,111,000	\$ 3,111,000	\$ 519,621	\$ 617,572	\$ 844,708	\$ 35,000	\$ 40,000	\$ 147,877	\$ -		\$ 2,204,778	\$ 906,222	\$ 20,000	\$ 34,092	\$ 960,314
2221	Stephen's Pit Farm			\$ -					\$ 700,000				\$ 700,000	\$ (700,000)	\$ 347,600	\$ 352,400	\$ -
2291	Bridge Study (half of structures)		\$ 27,000	\$ 27,000		\$ 2,700						DC	\$ 2,700	\$ 24,300			\$ 24,300
2292	Roads Needs Study Update		\$ 25,000	\$ 25,000		\$ 2,500						DC	\$ 2,500	\$ 22,500			\$ 22,500
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ 52,000	\$ 52,000	\$ -	\$ 5,200	\$ -	\$ -	\$ 700,000	\$ -	\$ -		\$ 705,200	\$ (653,200)	\$ 347,600	\$ 352,400	\$ 46,800
2019	Total Budget	\$ -	\$ 3,163,000	\$ 3,163,000	\$ 519,621	\$ 622,772	\$ 844,708	\$ 35,000	\$ 740,000	\$ 147,877	\$ -		\$ 2,909,978	\$ 253,022	\$ 367,600	\$ 386,492	\$ 1,007,114
2701	LED Conversion	\$ 162,081		\$ 162,081						\$ 127,989		2.5% for 10 years	\$ 127,989	\$ 34,092			\$ 34,092
2271	Dundalk Christmas Decorations		\$ 26,697	\$ 26,697			\$ 26,424					AMO Main St Revitalization Grant	\$ 26,424	\$ 272			\$ 272
2271	Dundalk Streetlight Poles		\$ 18,571	\$ 18,571			\$ 18,571					AMO Main St Revitalization Grant	\$ 18,571	\$ -			\$ -
	2090 Sub Total Budget	\$ 162,081	\$ 45,268	\$ 207,349	\$ -	\$ -	\$ 44,995	\$ -	\$ -	\$ 127,989	\$ -		\$ 172,984	\$ 34,364	\$ -	\$ -	\$ 34,364
	Main St Culvert Crossing			\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	2511 Sub Total Budget	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
2004	Bridge S118- 04 between 57 & 61		\$ 143,334	\$ 143,334			\$ 125,534						\$ 125,534	\$ 17,800			\$ 17,800
2012	12 - 47 to 49 Ditching-gravel		\$ 170,460	\$ 170,460									\$ -	\$ 170,460			\$ 170,460
2024	Rd 24-71-13 P&A		\$ 695,926	\$ 695,926		\$ 600,267							\$ 600,267	\$ 95,659			\$ 95,659
2026	26-RR-Hometead conctruct-PAVE		\$ 11,783	\$ 11,783									\$ -	\$ 11,783			\$ 11,783
2039	39-24 to WLR Pave		\$ 233,263	\$ 233,263									\$ -	\$ 233,263			\$ 233,263
2057	Srd 57		\$ 15,793	\$ 15,793									\$ -	\$ 15,793			\$ 15,793
2075	S126 & S43 replacement		\$ 127,135	\$ 127,135		\$ 127,135							\$ 127,135	\$ -			\$ -
2140	Dundalk Sidewalks			\$ -									\$ -	\$ -			\$ -
2156	Holland St Storm- P&A			\$ -									\$ -	\$ -			\$ -
2160	replacement / Oversizing (engineering in 2018)		\$ 705,115	\$ 705,115	\$ 95,110					\$ 567,656		2.5% for 10 years	\$ 662,766	\$ 42,349			\$ 42,349
2171	Rowes Lane		\$ 1,526	\$ 1,526									\$ -	\$ 1,526			\$ 1,526
2202	Hopeville parking lot paving		\$ 6,337	\$ 6,337									\$ -	\$ 6,337			\$ 6,337
2206	Hopeville man doors		\$ 2,035	\$ 2,035									\$ -	\$ 2,035			\$ 2,035
2207	Hopeville north side roof		\$ 17,528	\$ 17,528									\$ -	\$ 17,528			\$ 17,528

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Township of Southgate
2019 Capital - Budget vs Actual
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Project Funding												General Fund Expense					
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Roads																	
2261	Proton parking lot		\$ 31,401	\$ 31,401									\$ -	\$ 31,401			\$ 31,401
2301	Stephens Pit #2 haul entrance			\$ -									\$ -	\$ -			\$ -
	Debt P&I - Gravel Pit			\$ -									\$ -	\$ -			\$ -
	Roads Infrastructure Reserve			\$ -									\$ -	\$ -			\$ -
	Roads Emergency Disaster Infrastructure Reserve			\$ -									\$ -	\$ -	\$ 20,000		\$ 20,000
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	2525 Sub Total Budget	\$ -	\$ 2,161,636	\$ 2,161,636	\$ 95,110	\$ 727,402	\$ 125,534	\$ -	\$ -	\$ 567,656	\$ -		\$ 1,515,701	\$ 645,935	\$ 20,000	\$ -	\$ 665,935
2250	Signs		\$ 6,118	\$ 6,118									\$ -	\$ 6,118			\$ 6,118
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	2530 Sub Total Budget	\$ -	\$ 6,118	\$ 6,118	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 6,118	\$ -	\$ -	\$ 6,118
2230	Plow Truck		\$ 167,517	\$ 167,517					\$ 21,600			Unit 206 Plow	\$ 21,600	\$ 145,917			\$ 145,917
2231	Loader-Hopeville		\$ 141,999	\$ 141,999					\$ 27,025			Unit107 Loader	\$ 27,025	\$ 114,974			\$ 114,974
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	2560 Sub Total Budget	\$ -	\$ 309,517	\$ 309,517	\$ -	\$ -	\$ -	\$ -	\$ 48,625	\$ -	\$ -		\$ 48,625	\$ 260,892	\$ -	\$ -	\$ 260,892
	Capital Projects	\$ 162,081	\$ 2,522,539	\$ 2,684,620	\$ 95,110	\$ 727,402	\$ 170,529	\$ -	\$ 48,625	\$ 695,645	\$ -		\$ 1,737,311	\$ 947,309	\$ 20,000	\$ -	\$ 967,309
2221	Stephen's Pit Farm			\$ -									\$ -	\$ -			\$ -
2291	Bridge Study (half of structures)		\$ 20,352	\$ 20,352		\$ 2,035							\$ 2,035	\$ 18,317			\$ 18,317
2292	Roads Needs Study Update		\$ 23,875	\$ 23,875		\$ 2,388							\$ 2,388	\$ 21,488			\$ 21,488
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ 44,227	\$ 44,227	\$ -	\$ 4,423	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 4,423	\$ 39,805	\$ -	\$ -	\$ 39,805
2019	Total Actual	\$ 162,081	\$ 2,566,766	\$ 2,728,847	\$ 95,110	\$ 731,825	\$ 170,529	\$ -	\$ 48,625	\$ 695,645	\$ -		\$ 1,741,733	\$ 987,114	\$ 20,000	\$ -	\$ 1,007,114
2701	LED Conversion	\$ 162,081	\$ -	\$ 162,081	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 127,989	\$ -		\$ 127,989	\$ 34,092	\$ -	\$ (34,092)	\$ -
2271	Dundalk Christmas Decorations	\$ -	\$ 26,697	\$ 26,697	\$ -	\$ -	\$ 26,424	\$ -	\$ -	\$ -	\$ -		\$ 26,424	\$ 272	\$ -	\$ -	\$ 272
2271	Dundalk Streetlight Poles	\$ -	\$ 18,571	\$ 18,571	\$ -	\$ -	\$ 18,571	\$ -	\$ -	\$ -	\$ -		\$ 18,571	\$ -	\$ -	\$ -	\$ -
	2090 Sub Total Budget	\$ 162,081	\$ 45,268	\$ 207,349	\$ -	\$ -	\$ 44,995	\$ -	\$ -	\$ 127,989	\$ -		\$ 172,984	\$ 34,364	\$ -	\$ (34,092)	\$ 272
	Main St Culvert Crossing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	2511 Sub Total Budget	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
2004	Bridge S118- 04 between 57 & 61	\$ -	\$ (206,666)	\$ (206,666)	\$ -	\$ -	\$ (107,367)	\$ -	\$ -	\$ -	\$ -		\$ (107,367)	\$ (99,299)	\$ -	\$ -	\$ (99,299)
2012	12 - 47 to 49 Ditching-gravel	\$ -	\$ 20,460	\$ 20,460	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 20,460	\$ -	\$ -	\$ 20,460
2024	Rd 24-71-13 P&A	\$ -	\$ 95,926	\$ 95,926	\$ (221,907)	\$ 377,174	\$ -	\$ -	\$ -	\$ (147,877)	\$ -		\$ 7,390	\$ 88,536	\$ -	\$ -	\$ 88,536
2026	26-RR-Hometead construct-PAVE	\$ -	\$ (43,217)	\$ (43,217)	\$ -	\$ -	\$ -	\$ (35,000)	\$ -	\$ -	\$ -		\$ (35,000)	\$ (8,217)	\$ -	\$ -	\$ (8,217)
2039	39-24 to WLR Pave	\$ -	\$ 33,263	\$ 33,263	\$ -	\$ (50,000)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (50,000)	\$ 83,263	\$ -	\$ -	\$ 83,263

Staff Report FIN2020-018 2019 Financial Report - December 2019
Attachment 2

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding												General Fund Expense				
Description	Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Roads																
2057	Srd 57	\$ -	\$ (309,207)	\$ (309,207)	\$ (71,370)	\$ (253,630)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (325,000)	\$ 15,793	\$ -	\$ -	\$ 15,793
2075	S126 & S43 replacement	\$ -	\$ 107,135	\$ 107,135	\$ -	\$ 127,135	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 127,135	\$ (20,000)	\$ -	\$ -	\$ (20,000)
2140	Dundalk Sidewalks	\$ -	\$ (20,000)	\$ (20,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (20,000)	\$ -	\$ -	\$ (20,000)
2156	Holland St Storm- P&A	\$ -	\$ (794,000)	\$ (794,000)	\$ (226,344)	\$ -	\$ (567,656)	\$ -	\$ -	\$ -	\$ -	\$ (794,000)	\$ -	\$ -	\$ -	\$ -
2160	Main St East watermain replacement / Oversizing (engineering in 2018)	\$ -	\$ 655,115	\$ 655,115	\$ 95,110	\$ -	\$ -	\$ -	\$ 567,656	\$ -	\$ -	\$ 662,766	\$ (7,651)	\$ -	\$ -	\$ (7,651)
	2171	Rowes Lane	\$ -	\$ (4,474)	\$ (4,474)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (4,474)	\$ -	\$ -	\$ -
2202	Hopeville parking lot paving	\$ -	\$ (28,663)	\$ (28,663)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (28,663)	\$ -	\$ -	\$ (28,663)
2206	Hopeville man doors	\$ -	\$ (57,965)	\$ (57,965)	\$ -	\$ (15,849)	\$ (44,151)	\$ -	\$ -	\$ -	\$ -	\$ (60,000)	\$ 2,035	\$ -	\$ -	\$ 2,035
2207	Hopeville north side roof	\$ -	\$ 14,528	\$ 14,528	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,528	\$ -	\$ -	\$ 14,528
2261	Proton parking lot	\$ -	\$ 16,401	\$ 16,401	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,401	\$ -	\$ -	\$ 16,401
2301	Stephens Pit #2 haul entrance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (20,000)	\$ -	\$ (20,000)
	Debt P&I - Gravel Pit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Roads Infrastructure Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Roads Emergency Disaster Infrastructure Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	2525 Sub Total Budget	\$ -	\$ (521,364)	\$ (521,364)	\$ (424,511)	\$ 184,830	\$ (719,174)	\$ (35,000)	\$ -	\$ 419,779	\$ -	\$ (574,077)	\$ 52,713	\$ -	\$ -	\$ 52,713
2250	Signs	\$ -	\$ (1,882)	\$ (1,882)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,882)	\$ -	\$ -	\$ (1,882)
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	2530 Sub Total Budget	\$ -	\$ (1,882)	\$ (1,882)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,882)	\$ -	\$ -	\$ (1,882)
2230	Plow Truck	\$ -	\$ (102,483)	\$ (102,483)	\$ -	\$ -	\$ -	\$ -	\$ 1,600	\$ -	\$ -	\$ 1,600	\$ (104,083)	\$ -	\$ -	\$ (104,083)
	2231	Loader-Hopeville	\$ -	\$ (8,001)	\$ (8,001)	\$ -	\$ (75,000)	\$ -	\$ -	\$ 7,025	\$ -	\$ (67,975)	\$ 59,974	\$ -	\$ -	\$ 59,974
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	2560 Sub Total Budget	\$ -	\$ (110,483)	\$ (110,483)	\$ -	\$ (75,000)	\$ -	\$ -	\$ 8,625	\$ -	\$ -	\$ (66,375)	\$ (44,108)	\$ -	\$ -	\$ (44,108)
	Capital Projects	\$ 162,081	\$ (588,461)	\$ (426,380)	\$ (424,511)	\$ 109,830	\$ (674,179)	\$ (35,000)	\$ 8,625	\$ 547,768	\$ -	\$ (467,467)	\$ 41,087	\$ -	\$ (34,092)	\$ 6,995
2221	Bridge Study (half of structures)	\$ -	\$ (6,648)	\$ (6,648)	\$ -	\$ (665)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (665)	\$ (5,983)	\$ -	\$ -	\$ (5,983)
2291	Roads Needs Study Update	\$ -	\$ (1,125)	\$ (1,125)	\$ -	\$ (112)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (112)	\$ (1,012)	\$ -	\$ -	\$ (1,012)
2292	Stephen's Pit Farm	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (700,000)	\$ -	\$ -	\$ (700,000)	\$ 700,000	\$ (347,600)	\$ (352,400)	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Special Projects	\$ -	\$ (7,773)	\$ (7,773)	\$ -	\$ (777)	\$ -	\$ -	\$ (700,000)	\$ -	\$ -	\$ (700,777)	\$ 693,005	\$ (347,600)	\$ (352,400)	\$ (6,995)
2019	Total Variance	\$ 162,081	\$ (596,234)	\$ (434,153)	\$ (424,511)	\$ 109,053	\$ (674,179)	\$ (35,000)	\$ (691,375)	\$ 547,768	\$ -	\$ (1,168,245)	\$ 734,092	\$ (347,600)	\$ (386,492)	\$ (0)

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Solid Waste																	
3715	Loader		\$ 100,000	\$ 100,000						\$ 100,000		Wastewater Reserve - repaid over 2 years	\$ 100,000	\$ -			\$ -
	Equipment Reserves			\$ -									\$ -	\$ -	\$ -		\$ -
	Debt P&I - System start-up			\$ -									\$ -	\$ -		\$ 171,036	\$ 171,036
	Contr to Wastewater Reserves (Compactor)			\$ -								Payment 3 of 5	\$ -	\$ -	\$ 29,498		\$ 29,498
	Contr to Wastewater Reserves (Roll off truck)			\$ -								Payment 2 of 5	\$ -	\$ -	\$ 33,302		\$ 33,302
3713	Collection Truck (2017 cfwd)		\$ 325,000	\$ 325,000	\$ 100,100					\$ 126,800		Wastewater Reserves - repay over 2 years	\$ 226,900	\$ 98,100			\$ 98,100
3701	Carts		\$ 36,000	\$ 36,000					\$ 36,000				\$ 36,000	\$ -			\$ -
3721	Dundalk Transfer upgrades		\$ 150,000	\$ 150,000		\$ 20,250				\$ 129,750		Dc / Wastewater Reserves - repay over 2 years	\$ 150,000	\$ -			\$ -
3714	Replace Collection Truck (Unit 211)		\$ 315,000	\$ 315,000					\$ 315,000			Insurance Payment	\$ 315,000	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 926,000	\$ 926,000	\$ 100,100	\$ 20,250	\$ -	\$ -	\$ 351,000	\$ 356,550	\$ -		\$ 827,900	\$ 98,100	\$ 62,800	\$ 171,036	\$ 331,936
3727	Waste Re-location- Old Fill Area		\$ 30,000	\$ 30,000									\$ -	\$ 30,000			\$ 30,000
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
2019	Total Budget	\$ -	\$ 956,000	\$ 956,000	\$ 100,100	\$ 20,250	\$ -	\$ -	\$ 351,000	\$ 356,550	\$ -		\$ 827,900	\$ 128,100	\$ 62,800	\$ 171,036	\$ 361,936

Township of Southgate
2019 Capital - Budget vs Actual
0

2019 Capital - Budget vs Actual

0

Project Funding												General Fund Expense				
Description	Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Solid Waste																
3715 Loader		\$ 125,518	\$ 125,518					\$ 27,000		\$ 79,970	Fund from taxation over next 2 years	\$ 106,970	\$ 18,548			\$ 18,548
Equipment Reserves			\$ -									\$ -	\$ -	\$ -		\$ -
Debt P&I - System start-up			\$ -									\$ -	\$ -		\$ 168,675	\$ 168,675
Contr to Wastewater Reserves (Compactor)			\$ -									\$ -	\$ -	\$ 29,498		\$ 29,498
Contr to Wastewater Reserves (Roll off truck)			\$ -									\$ -	\$ -	\$ 33,302		\$ 33,302
3713 Collection Truck (2017 cfwd)		\$ 318,589	\$ 318,589	\$ 100,100						\$ 120,389	Fund from taxation over next 2 years	\$ 220,489	\$ 98,100			\$ 98,100
3701 Carts		\$ 17,869	\$ 17,869					\$ 17,869				\$ 17,869	\$ -			\$ -
3721 Dundalk Transfer upgrades			\$ -									\$ -	\$ -			\$ -
3714 Replace Collection Truck (Unit 211)	\$ (321,386)	\$ 317,362	\$ (4,024)									\$ -	\$ (4,024)			\$ (4,024)
			\$ -									\$ -	\$ -			\$ -
			\$ -									\$ -	\$ -			\$ -
Capital Projects	\$ (321,386)	\$ 779,338	\$ 457,952	\$ 100,100	\$ -	\$ -	\$ -	\$ 44,869	\$ -	\$ 200,359		\$ 345,329	\$ 112,623	\$ 62,800	\$ 168,675	\$ 344,098
3727 Waste Re-location- Old Fill Area		\$ 17,838	\$ 17,838									\$ -	\$ 17,838			\$ 17,838
			\$ -									\$ -	\$ -			\$ -
			\$ -									\$ -	\$ -			\$ -
			\$ -									\$ -	\$ -			\$ -
Special Projects	\$ -	\$ 17,838	\$ 17,838	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 17,838	\$ -	\$ -	\$ 17,838
2019 Total Actual	\$ (321,386)	\$ 797,176	\$ 475,790	\$ 100,100	\$ -	\$ -	\$ -	\$ 44,869	\$ -	\$ 200,359		\$ 345,329	\$ 130,461	\$ 62,800	\$ 168,675	\$ 361,936

Staff Report FIN2020-018 2019 Financial Report - December 2019
Attachment 2

Township of Southgate
2019 Capital - Budget vs Actual
0

2019 Capital - Budget vs Actual

0

Project Funding												General Fund Expense				
Description	Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation
Solid Waste																
Loader	\$ -	\$ 25,518	\$ 25,518	\$ -	\$ -	\$ -	\$ -	\$ 27,000	\$ (100,000)	\$ 79,970		\$ 6,970	\$ 18,548	\$ -	\$ -	\$ 18,548
Equipment Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Debt P&I - System start-up	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ (2,361)	\$ (2,361)
Contr to Wastewater Reserves (Compactor)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Contr to Wastewater Reserves (Roll off truck)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Collection Truck (2017 cfwd)	\$ -	\$ (6,411)	\$ (6,411)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (126,800)	\$ 120,389		\$ (6,411)	\$ -	\$ -	\$ -	\$ -
Carts	\$ -	\$ (18,131)	\$ (18,131)	\$ -	\$ -	\$ -	\$ -	\$ (18,131)	\$ -	\$ -		\$ (18,131)	\$ -	\$ -	\$ -	\$ -
Dundalk Transfer upgrades	\$ -	\$ (150,000)	\$ (150,000)	\$ -	\$ (20,250)	\$ -	\$ -	\$ -	\$ (129,750)	\$ -		\$ (150,000)	\$ -	\$ -	\$ -	\$ -
Replace Collection Truck (Unit 211)	\$ (321,386)	\$ 2,362	\$ (319,024)	\$ -	\$ -	\$ -	\$ -	\$ (315,000)	\$ -	\$ -		\$ (315,000)	\$ (4,024)	\$ -	\$ -	\$ (4,024)
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Capital Projects	\$ (321,386)	\$ (146,662)	\$ (468,048)	\$ -	\$ (20,250)	\$ -	\$ -	\$ (306,131)	\$ (356,550)	\$ 200,359		\$ (482,571)	\$ 14,523	\$ -	\$ (2,361)	\$ 12,162
Waste Re-location- Old Fill Area	\$ -	\$ (12,162)	\$ (12,162)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (12,162)	\$ -	\$ -	\$ (12,162)
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Special Projects	\$ -	\$ (12,162)	\$ (12,162)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (12,162)	\$ -	\$ -	\$ (12,162)
2019 Total Variance	\$ (321,386)	\$ (158,824)	\$ (480,210)	\$ -	\$ (20,250)	\$ -	\$ -	\$ (306,131)	\$ (356,550)	\$ 200,359		\$ (482,571)	\$ 2,361	\$ -	\$ (2,361)	\$ 0

Township of Southgate
2019 Capital - Budget vs Actual
0

Project Funding													General Fund Expense				
Description	Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Unrestricted Reserves	Contribution from Restricted Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Taxation	
Cemetery																	
		\$ -	\$ -	\$ -	\$ -							\$ -	\$ -			\$ -	
			\$ -									\$ -	\$ -			\$ -	
			\$ -									\$ -	\$ -			\$ -	
			\$ -									\$ -	\$ -			\$ -	
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	Contribution to Reserve Fund			\$ -				\$ 1,800			Columbarium sales (3)	\$ 1,800	\$ (1,800)	\$ 1,800		\$ -	
				\$ -								\$ -	\$ -			\$ -	
				\$ -								\$ -	\$ -			\$ -	
				\$ -								\$ -	\$ -			\$ -	
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ -		\$ 1,800	\$ (1,800)	\$ 1,800	\$ -	\$ -	
2019	Total Budget	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ -		\$ 1,800	\$ (1,800)	\$ 1,800	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -							\$ -	\$ -			\$ -	
				\$ -								\$ -	\$ -			\$ -	
				\$ -								\$ -	\$ -			\$ -	
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	Contribution to Reserve Fund			\$ -				\$ 1,200			Columbarium sales (2)	\$ 1,200	\$ (1,200)	\$ 1,200		\$ -	
	Headstone & foundation repairs	\$ -	\$ -	\$ -								\$ -	\$ -			\$ -	
				\$ -								\$ -	\$ -			\$ -	
				\$ -								\$ -	\$ -			\$ -	
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ -		\$ 1,200	\$ (1,200)	\$ 1,200	\$ -	\$ -	
2019	Total Actual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ -		\$ 1,200	\$ (1,200)	\$ 1,200	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	Contribution to Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (600)	\$ -	\$ -		\$ (600)	\$ 600	\$ (600)	\$ -	\$ -	
	Headstone & foundation repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (600)	\$ -	\$ -		\$ (600)	\$ 600	\$ (600)	\$ -	\$ -	
2019	Total Variance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (600)	\$ -	\$ -		\$ (600)	\$ 600	\$ (600)	\$ -	\$ -	

Township of Southgate
Capital - Budget vs Actual
2019

Project Funding													Operating Fund Expense				
Description		Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Wastewater Reserves	Contribution from DC Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Rates
Wastewater																	
3021	Miscellaneous Equip		\$ 5,000	\$ 5,000	\$ 5,000								\$ 5,000	\$ -			\$ -
3071	Rowes Lane Sewer main replacement / Oversizing (engineering in 2018)		\$ 200,000	\$ 200,000	\$ 200,000								\$ 200,000	\$ -			\$ -
3060			\$ 60,000	\$ 60,000		\$ 17,104	\$ 42,896					DC	\$ 60,000	\$ -			\$ -
				\$ -		\$ -							\$ -	\$ -			\$ -
				\$ -		\$ -							\$ -	\$ -			\$ -
				\$ -		\$ -							\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 265,000	\$ 265,000	\$ 205,000	\$ 17,104	\$ 42,896	\$ -	\$ -	\$ -	\$ -		\$ 265,000	\$ -	\$ -	\$ -	\$ -
	Transfer to Reserves			\$ -		\$ -							\$ -	\$ -	\$ 416,329		\$ 416,329
				\$ -		\$ -							\$ -	\$ -			\$ -
				\$ -		\$ -							\$ -	\$ -			\$ -
				\$ -		\$ -							\$ -	\$ -			\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 416,329	\$ -	\$ 416,329
2019	Total Budget	\$ -	\$ 265,000	\$ 265,000	\$ 205,000	\$ 17,104	\$ 42,896	\$ -	\$ -	\$ -	\$ -		\$ 265,000	\$ -	\$ 416,329	\$ -	\$ 416,329
3021	Miscellaneous Equip		\$ 10,877	\$ 10,877	\$ 10,877								\$ 10,877	\$ -			\$ -
3071	Rowes Lane Sewer main replacement / Oversizing (engineering in 2018)			\$ -		\$ -							\$ -	\$ -			\$ -
3060			\$ 17,591	\$ 17,591	\$ 13,154	\$ -	\$ 4,437						\$ 17,591	\$ -			\$ -
3048	Eco Parkway		\$ -	\$ -		\$ -							\$ -	\$ -			\$ -
3046	Doyle St (White Rose)		\$ 87,850	\$ 87,850	\$ 87,850	\$ -							\$ 87,850	\$ -			\$ -
				\$ -		\$ -							\$ -	\$ -			\$ -
	Capital Projects	\$ -	\$ 116,318	\$ 116,318	\$ 111,881	\$ -	\$ 4,437	\$ -	\$ -	\$ -	\$ -		\$ 116,318	\$ -	\$ -	\$ -	\$ -
	Transfer to Reserves			\$ -		\$ -							\$ -	\$ -	\$ 469,826		\$ 469,826
3031	EA Study		\$ 26,321	\$ 26,321	\$ 26,321								\$ 26,321	\$ -			\$ -
3034	Flow Monitoring		\$ 7,372	\$ 7,372	\$ 7,372								\$ 7,372	\$ -			\$ -
3035	Collection System Review		\$ 7,237	\$ 7,237	\$ 7,237								\$ 7,237	\$ -			\$ -
	Special Projects	\$ -	\$ 40,929	\$ 40,929	\$ 40,929	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 40,929	\$ -	\$ 469,826	\$ -	\$ 469,826
2019	Total Actual	\$ -	\$ 157,247	\$ 157,247	\$ 152,810	\$ -	\$ 4,437	\$ -	\$ -	\$ -	\$ -		\$ 157,247	\$ -	\$ 469,826	\$ -	\$ 469,826

Township of Southgate
Capital - Budget vs Actual
2019

Project Funding													Operating Fund Expense				
Description		<u>Prior year unfunded expenditure</u>	<u>Current year expenditure</u>	<u>Total expenditure requiring funding</u>	<u>Contribution from Wastewater Reserves</u>	<u>Contribution from DC Reserves</u>	<u>Grants</u>	<u>Donations</u>	<u>Sale of Assets</u>	<u>Debt Issuance</u>	<u>Future year funding</u>	<u>Comment</u>	<u>Sub-Total Budget</u>	<u>Transfer to Capital Fund</u>	<u>Transfer to Reserves</u>	<u>Debt Repayment</u>	<u>Current Year Rates</u>
Wastewater																	
	Miscellaneous Equip	\$ -	\$ 5,877	\$ 5,877	\$ 5,877	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 5,877	\$ -	\$ -	\$ -	\$ -
	Rowes Lane Sewer main	\$ -	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (200,000)	\$ -	\$ -	\$ -	\$ -
	Main St East watermain replacement / Oversizing (engineering in 2018)	\$ -	\$ (42,409)	\$ (42,409)	\$ 13,154	\$ (17,104)	\$ (38,459)	\$ -	\$ -	\$ -	\$ -		\$ (42,409)	\$ -	\$ -	\$ -	\$ -
	Eco Parkway	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Doyle St (White Rose)	\$ -	\$ 87,850	\$ 87,850	\$ 87,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 87,850	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Capital Projects	\$ -	\$ (148,682)	\$ (148,682)	\$ (93,119)	\$ (17,104)	\$ (38,459)	\$ -	\$ -	\$ -	\$ -		\$ (148,682)	\$ -	\$ -	\$ -	\$ -
	Transfer to Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 53,497	\$ -	\$ 53,497
	EA Study	\$ -	\$ 26,321	\$ 26,321	\$ 26,321	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 26,321	\$ -	\$ -	\$ -	\$ -
	Flow Monitoring	\$ -	\$ 7,372	\$ 7,372	\$ 7,372	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 7,372	\$ -	\$ -	\$ -	\$ -
	Collection System Review	\$ -	\$ 7,237	\$ 7,237	\$ 7,237	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 7,237	\$ -	\$ -	\$ -	\$ -
	Special Projects	\$ -	\$ 40,929	\$ 40,929	\$ 40,929	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 40,929	\$ -	\$ 53,497	\$ -	\$ 53,497
2019	Total Variance	\$ -	\$ (107,753)	\$ (107,753)	\$ (52,190)	\$ (17,104)	\$ (38,459)	\$ -	\$ -	\$ -	\$ -		\$ (107,753)	\$ -	\$ 53,497	\$ -	\$ 53,497

Staff Report FIN2020-018 2019 Financial Report - December 2019
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Township of Southgate
Capital - Budget vs Actual
2019

Capital - Budget vs Actual 2019										Project Funding				Operating Fund Expense				
Description	Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Contribution from Water Reserves	Contribution from DC Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment	Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Rates		
Water																		
3660	replacement / Oversizing (engineering in 2018)		\$ 1,406,000	\$ 1,406,000	\$ 120,770	\$ 280,037	\$ 1,005,193				DC / Water Reserves	\$ 1,406,000	\$ -			\$ -		
3628	Valves		\$ 10,000	\$ 10,000	\$ 10,000	\$ -						\$ 10,000	\$ -			\$ -		
3625	Water Meters		\$ 15,000	\$ 15,000				\$ 15,000			Meter Sales	\$ 15,000	\$ -			\$ -		
3621	Miscellaneous Equipment		\$ 2,000	\$ 2,000	\$ 2,000	\$ -						\$ 2,000	\$ -			\$ -		
3603	Well D5		\$ 2,760,317	\$ 2,760,317	\$ 155,000	\$ 620,000	\$ 75,000		\$ 1,910,317		3% for 5 years, funded by DC's	\$ 2,760,317	\$ -			\$ -		
3672	Oversizing Russell St 150mm to 200mm		\$ 200,000	\$ 200,000					\$ 200,000		3% for 5 years	\$ 200,000	\$ -			\$ -		
				\$ -								\$ -	\$ -			\$ -		
				\$ -								\$ -	\$ -			\$ -		
	Capital Projects	\$ -	\$ 4,393,317	\$ 4,393,317	\$ 287,770	\$ 900,037	\$ 1,080,193	\$ -	\$ 15,000	\$ 2,110,317	\$ -	\$ 4,393,317	\$ -	\$ -	\$ -	\$ -		
	Transfer to Reserves			\$ -		\$ -						\$ -	\$ -	\$ 127,448		\$ 127,448		
				\$ -		\$ -						\$ -	\$ -			\$ -		
				\$ -		\$ -			\$ 406,107			\$ 406,107	\$ (406,107)			\$ (406,107)		
				\$ -		\$ -						\$ -	\$ -			\$ -		
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 406,107	\$ -		\$ 406,107	\$ (406,107)	\$ 127,448	\$ -	\$ (278,659)		
2019	Total Budget	\$ -	\$ 4,393,317	\$ 4,393,317	\$ 287,770	\$ 900,037	\$ 1,080,193	\$ -	\$ 15,000	\$ 2,516,424	\$ -	\$ 4,799,424	\$ (406,107)	\$ 127,448	\$ -	\$ (278,659)		
3660	replacement / Oversizing (engineering in 2018)		\$ 1,628,462	\$ 1,628,462	\$ 222,462	\$ 280,037			\$ 1,125,963		DC /Debt	\$ 1,628,462	\$ -			\$ -		
3628	Valves		\$ 7,158	\$ 7,158	\$ 7,158							\$ 7,158	\$ -			\$ -		
3625	Water Meters		\$ 27,273	\$ 27,273				\$ 27,273				\$ 27,273	\$ -			\$ -		
3621	Miscellaneous Equipment			\$ -		\$ -						\$ -	\$ -			\$ -		
3603	Well D5		\$ 1,781,989	\$ 1,781,989		\$ 53,759	\$ -		\$ 1,728,230		3% for 5 years, funded by DC's	\$ 1,781,989	\$ -			\$ -		
3672	Oversizing Russell St 150mm to 200mm			\$ -								\$ -	\$ -			\$ -		
3623	Tower/Well EA		\$ 182,087	\$ 182,087		\$ -			\$ 182,087		3% for 5 years, funded by DC's	\$ 182,087	\$ -			\$ -		
3646	Doyle St (White Rose)		\$ 60,420	\$ 60,420	\$ 30,087	\$ 30,334						\$ 60,420	\$ -			\$ -		
	Capital Projects	\$ -	\$ 3,687,389	\$ 3,687,389	\$ 259,707	\$ 364,130	\$ -	\$ -	\$ 27,273	\$ 3,036,280	\$ -	\$ 3,687,389	\$ -	\$ -	\$ -	\$ -		
	Transfer to Reserves			\$ -		\$ -						\$ -	\$ -	\$ 232,270		\$ 232,270		
				\$ -		\$ -						\$ -	\$ -			\$ -		
				\$ -		\$ -						\$ -	\$ -			\$ -		
				\$ -		\$ -						\$ -	\$ -			\$ -		
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 232,270	\$ -	\$ 232,270		
2019	Total Actual	\$ -	\$ 3,687,389	\$ 3,687,389	\$ 259,707	\$ 364,130	\$ -	\$ -	\$ 27,273	\$ 3,036,280	\$ -	\$ 3,687,389	\$ -	\$ 232,270	\$ -	\$ 232,270		

Staff Report FIN2020-018 2019 Financial Report - December 2019
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Township of Southgate
Capital - Budget vs Actual
2019

Capital - Budget vs Actual 2019												Operating Fund Expense					
Description	Prior year unfunded expenditure	Current year expenditure	Total expenditure requiring funding	Project Funding								Sub-Total Budget	Transfer to Capital Fund	Transfer to Reserves	Debt Repayment	Current Year Rates	
				Contribution from Water Reserves	Contribution from DC Reserves	Grants	Donations	Sale of Assets	Debt Issuance	Future year funding	Comment						
Water																	
replacement / Oversizing (engineering in 2018)	\$ -	\$ 222,462	\$ 222,462	\$ 101,692	\$ -	\$ (1,005,193)	\$ -	\$ -	\$ 1,125,963	\$ -		\$ 222,462	\$ -	\$ -	\$ -	\$ -	
Valves	\$ -	\$ (2,842)	\$ (2,842)	\$ (2,842)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (2,842)	\$ -	\$ -	\$ -	\$ -	
Water Meters	\$ -	\$ 12,273	\$ 12,273	\$ -	\$ -	\$ -	\$ -	\$ 12,273	\$ -	\$ -		\$ 12,273	\$ -	\$ -	\$ -	\$ -	
Miscellaneous Equipment	\$ -	\$ (2,000)	\$ (2,000)	\$ (2,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (2,000)	\$ -	\$ -	\$ -	\$ -	
Well D5	\$ -	\$ (978,328)	\$ (978,328)	\$ (155,000)	\$ (566,241)	\$ (75,000)	\$ -	\$ -	\$ (182,087)	\$ -		\$ (978,328)	\$ -	\$ -	\$ -	\$ -	
Oversizing Russell St 150mm to 200mm	\$ -	\$ (200,000)	\$ (200,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (200,000)	\$ -		\$ (200,000)	\$ -	\$ -	\$ -	\$ -	
Tower/Well EA	\$ -	\$ 182,087	\$ 182,087	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 182,087	\$ -		\$ 182,087	\$ -	\$ -	\$ -	\$ -	
Doyle St (White Rose)	\$ -	\$ 60,420	\$ 60,420	\$ 30,087	\$ 30,334	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 60,420	\$ -	\$ -	\$ -	\$ -	
Capital Projects	\$ -	\$ (705,928)	\$ (705,928)	\$ (28,063)	\$ (535,907)	\$ (1,080,193)	\$ -	\$ 12,273	\$ 925,963	\$ -		\$ (705,928)	\$ -	\$ -	\$ -	\$ -	
Transfer to Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 104,822	\$ -	\$ 104,822	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (406,107)	\$ -		\$ (406,107)	\$ 406,107	\$ -	\$ -	\$ 406,107	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	
Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (406,107)	\$ -		\$ (406,107)	\$ 406,107	\$ 104,822	\$ -	\$ 510,929	
2019 Total Variance	\$ -	\$ (705,928)	\$ (705,928)	\$ (28,063)	\$ (535,907)	\$ (1,080,193)	\$ -	\$ 12,273	\$ 519,856	\$ -		\$ (1,112,034)	\$ 406,107	\$ 104,822	\$ -	\$ 510,929	

ATTACHMENT 3

		2019 Actual		2019 Actual	
Account Number	Account Name	Opening Balance	Contribution from	Transfer to	Ending Balance
					Change
RESERVES					
Working Funds					
01-0000-2501	Reserve - Admin - Working Fund	\$ 422,541.00	\$ -	\$ -	\$ 422,541.00
	WORKING FUNDS	\$ 422,541.00	\$ -	\$ -	\$ 422,541.00
Current Purposes					
01-0000-2538	Reserve - Admin - Tax Stabilization - General	\$ 213,419.41	\$ 507,112.23	\$ (41,487.22)	\$ 679,044.42
01-0000-2503	Reserve - Admin - Modernization Funds	\$ -	\$ 591,606.00	\$ (82,632.96)	\$ 508,973.04
01-0000-2540	Reserve - Council - Election	\$ 7,462.03	\$ 9,711.19	\$ -	\$ 17,173.22
	General Government	\$ 220,881.44	\$ 1,108,429.42	\$ (124,120.18)	\$ 1,205,190.68
01-0000-2542	Reserve - Building - Operating Surplus	\$ 294,309.06	\$ 179,870.37	\$ -	\$ 474,179.43
01-0000-2543	Reserve - Police - OPP Surplus	\$ -	\$ -	\$ -	\$ -
	Protective Inspection	\$ 294,309.06	\$ 179,870.37	\$ -	\$ 474,179.43
01-0000-2518	Reserve - Roads - Tax Stabilization - Winter Maintenance	\$ 65,637.96	\$ -	\$ (6,835.74)	\$ 58,802.22
01-0000-2514	Reserve - Roads - Tax Stabilization - Emergency Disaster	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 40,000.00
	Roadways	\$ 85,637.96	\$ 20,000.00	\$ (6,835.74)	\$ 98,802.22
		\$ -	\$ -	\$ -	\$ -
	Solid Waste	\$ -	\$ -	\$ -	\$ -
01-0000-2502	Reserve - Public Health - Markdale Hospital New Build	\$ 400,000.00	\$ -	\$ -	\$ 400,000.00
01-0000-2552	Reserve - Public Health - GBH Foundation "The Hospital Campaign"	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
01-0000-2552	Reserve - Public Health - Markdale Doctor Recruitment	\$ 3,151.49	\$ -	\$ -	\$ 3,151.49
01-0000-2553	Reserve - Public Health - Mount Forest Hospital ER Expansion	\$ 100,000.00	\$ 20,000.00	\$ -	\$ 120,000.00
	Health Services	\$ 528,151.49	\$ 20,000.00	\$ -	\$ 548,151.49
01-0000-2528	Reserve - Planning - Zoning	\$ 75,000.00	\$ 10,000.00	\$ -	\$ 85,000.00
01-0000-2544	Reserve - ED - Downtown Facades	\$ 14,000.00	\$ 2,000.00	\$ -	\$ 16,000.00
01-0000-2545	Reserve - Planning - OMB Reserve	\$ 44,196.00	\$ 3,500.00	\$ -	\$ 47,696.00
01-0000-2548	Reserve - ED - Industrial Land	\$ 46,422.35	\$ 50,568.85	\$ (8,125.19)	\$ 88,866.01
01-0000-2557	Reserve - Planning - Strategic Plan	\$ 30,000.00	\$ 6,000.00	\$ (7,876.17)	\$ 28,123.83
01-0000-2559	Reserve - ED - Horse & Buggy Trail	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
	Planning and Development	\$ 214,118.35	\$ 72,068.85	\$ (16,001.36)	\$ 270,185.84
	CURRENT PURPOSES	\$ 1,343,098.30	\$ 1,400,368.64	\$ (146,957.28)	\$ 2,596,509.66
Capital Purposes					
01-0000-2541	Reserve - Admin - Infrastructure	\$ 20,233.28	\$ 34,671.36	\$ -	\$ 54,904.64
	General Government	\$ 20,233.28	\$ 34,671.36	\$ -	\$ 54,904.64
01-0000-2521	Reserve - Fire - Infrastructure	\$ 207,131.71	\$ -	\$ (7,697.53)	\$ 199,434.18
	Protective Inspection	\$ 207,131.71	\$ -	\$ (7,697.53)	\$ 199,434.18
01-0000-2509	Reserve - Roads - Roads	\$ 444,648.49	\$ -	\$ (120,067.75)	\$ 324,580.74
01-0000-2516	Reserve - Roads - Equipment	\$ -	\$ -	\$ -	\$ -
01-0000-2519	Reserve - Roads - Bridges	\$ -	\$ -	\$ -	\$ -
01-0000-2534	Reserve - Roads - Parking	\$ -	\$ -	\$ -	\$ -
	Roadways	\$ 444,648.49	\$ -	\$ (120,067.75)	\$ 324,580.74
01-0000-2505	Reserve - Wastewater - Infrastructure	\$ 2,404,501.31	\$ 532,626.03	\$ (152,810.23)	\$ 2,784,317.11
	Wastewater	\$ 2,404,501.31	\$ 532,626.03	\$ (152,810.23)	\$ 2,784,317.11
03-0000-2501	Reserve - Water - Infrastructure	\$ 394,495.66	\$ 226,047.99	\$ (259,707.15)	\$ 360,836.50
	Water	\$ 394,495.66	\$ 226,047.99	\$ (259,707.15)	\$ 360,836.50

ATTACHMENT 3

Account Number	Account Name	2019 Actual			2019 Actual	
		Opening Balance	Contribution from	Transfer to	Ending Balance	Change

RESERVES

01-0000-2515	Reserve - Solid Waste - Dundalk site	\$ 57,500.00	\$ -	\$ -	\$ 57,500.00	\$ -
01-0000-2517	Reserve - Solid Waste - Equipment	\$ 75,141.99	\$ -	\$ (75,141.99)	\$ -	\$ (75,141.99)
01-0000-2526	Reserve - Solid Waste - Proton Site	\$ 45,278.69	\$ -	\$ -	\$ 45,278.69	\$ -
01-0000-2554	Reserve - Solid Waste - Egremont Site Rehab	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -
	Solid Waste	\$ 197,920.68	\$ -	\$ (75,141.99)	\$ 122,778.69	\$ (75,141.99)
01-0000-2539	Reserve - Public Health - Medical Clinic	\$ 21,500.00	\$ 48,600.00	\$ -	\$ 70,100.00	\$ 48,600.00
01-0000-2508	Reserve - Cemetery - Infrastructure	\$ 5,600.00	\$ -	\$ -	\$ 5,600.00	\$ -
	Health Services	\$ 27,100.00	\$ 48,600.00	\$ -	\$ 75,700.00	\$ 48,600.00
01-0000-2523	Reserve - Recreation - Hopeville Park	\$ 1,206.00	\$ -	\$ -	\$ 1,206.00	\$ -
01-0000-2533	Reserve - Recreation - Holstein Park	\$ 6,786.76	\$ -	\$ -	\$ 6,786.76	\$ -
	Parks	\$ 7,992.76	\$ -	\$ -	\$ 7,992.76	\$ -
01-0000-2504	Reserve - Recreation - Dundalk	\$ 181,149.51	\$ 32,900.00	\$ (9,196.72)	\$ 204,852.79	\$ 23,703.28
01-0000-2510	Reserve - Recreation - Cedarville	\$ -	\$ -	\$ -	\$ -	\$ -
01-0000-2522	Reserve - Recreation - Swinton Park	\$ -	\$ -	\$ -	\$ -	\$ -
01-0000-2535	Reserve - Recreation - Dromore	\$ 1,662.41	\$ -	\$ (1,662.41)	\$ -	\$ (1,662.41)
01-0000-2546	Reserve - Recreation - Rural	\$ 87,599.03	\$ 10,000.00	\$ (4,437.20)	\$ 93,161.83	\$ 5,562.80
	Recreation Facilities	\$ 270,410.95	\$ 42,900.00	\$ (15,296.33)	\$ 298,014.62	\$ 27,603.67
07-0000-2502	Reserve - Library - Infrastructure	\$ 44,156.52	\$ 15,420.19	\$ -	\$ 59,576.71	\$ 15,420.19
	Library	\$ 44,156.52	\$ 15,420.19	\$ -	\$ 59,576.71	\$ 15,420.19
01-0000-2555	Reserve - ED - Downtown Improvements	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 20,000.00	\$ 10,000.00
01-0000-2556	Reserve - ED - Signage	\$ 9,568.26	\$ 15,000.00	\$ -	\$ 24,568.26	\$ 15,000.00
01-0000-2558	Reserve - ED - Downtown Parking	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -
	Planning and Development	\$ 29,568.26	\$ 25,000.00	\$ -	\$ 54,568.26	\$ 25,000.00
	CAPITAL PURPOSES	\$ 4,048,159.62	\$ 925,265.57	\$ (630,720.98)	\$ 4,342,704.21	\$ 294,544.59
	RESERVES	\$ 5,813,798.92	\$ 2,325,634.21	\$ (777,678.26)	\$ 7,361,754.87	\$ 1,547,955.95

RESERVE FUNDS

Capital Purposes

09-0010-3001	Reserve Fund - Recreation - Olde Town Hall	\$ 159.61	\$ (43.82)	\$ (115.79)	\$ (0.00)	\$ (159.61)
09-0011-3001	Reserve Fund - Recreation - Arena	\$ 161,348.65	\$ 54,730.76	\$ (1,650.00)	\$ 214,429.41	\$ 53,080.76
09-0014-3001	Reserve Fund - Recreation - Pool	\$ 60,979.08	\$ 1,303.80	\$ -	\$ 62,282.88	\$ 1,303.80
09-0015-3001	Reserve Fund - Fire	\$ 38,392.07	\$ 833.41	\$ -	\$ 39,225.48	\$ 833.41
09-0016-3001	Reserve Fund - Cemetery	\$ 4,114.41	\$ 419.66	\$ -	\$ 4,534.07	\$ 419.66
01-0000-2549	Reserve - Cemetery - Columbarium	\$ -	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
09-0018-3001	Reserve Fund - MNR Deposit Gravel Pit	\$ 2,028.29	\$ 44.03	\$ -	\$ 2,072.32	\$ 44.03
09-0021-3001	Reserve Fund - Recreation - Macintyre Building	\$ 27,131.47	\$ 685.97	\$ -	\$ 27,817.44	\$ 685.97
09-0022-3001	Reserve Fund - Southgate Community Vibrancy Fund [Solar]	\$ 77,476.05	\$ 75,683.14	\$ (41,000.00)	\$ 112,159.19	\$ 34,683.14
01-0000-2530	Reserve Fund - Recreation [Melancthon]	\$ 48,000.00	\$ 6,000.00	\$ -	\$ 54,000.00	\$ 6,000.00
01-0000-2532	Reserve Fund - Fire [Melancthon]	\$ 51,580.57	\$ 7,000.00	\$ -	\$ 58,580.57	\$ 7,000.00
01-0000-2547	Reserve Fund - Community Enhancement - Dundalk [Royalties]	\$ 207,113.12	\$ 57,700.88	\$ (18,981.44)	\$ 245,832.56	\$ 38,719.44
09-0000-3001	RESERVE FUNDS	\$ 678,323.32	\$ 206,157.83	\$ (61,747.23)	\$ 822,733.92	\$ 144,410.60
	RESERVES AND RESERVE FUNDS	\$ 6,492,122.24	\$ 2,531,792.04	\$ (839,425.49)	\$ 8,184,488.79	\$ 1,692,366.55

ATTACHMENT 3

		2019 Actual			2019 Actual	
Account Number	Account Name	Opening Balance	Contribution from	Transfer to	Ending Balance	Change
RESERVES						
DEFERRED REVENUE						
Obligatory Reserve Funds						
	DC Reserve - Administration Studies	\$ 32,129.39	\$ 43,746.50	\$ (20,780.93)	\$ 55,094.96	\$ 22,965.57
	DC Reserve - Fire	\$ 195,341.36	\$ 43,550.67	\$ (22,500.00)	\$ 216,392.03	\$ 21,050.67
	DC Reserve - Transportation	\$ 866,336.18	\$ 378,474.74	\$ (87,640.96)	\$ 1,157,169.96	\$ 290,833.78
	DC Reserve - Stormwater Management	\$ 106,083.70	\$ 36,990.35	\$ -	\$ 143,074.05	\$ 36,990.35
	DC Reserve - Waste & Waste Related	\$ 4,288.19	\$ 6,230.50	\$ -	\$ 10,518.69	\$ 6,230.50
	DC Reserve - Wastewater	\$ 1,021,176.80	\$ 777,636.06	\$ -	\$ 1,798,812.86	\$ 777,636.06
	DC Reserve - Water	\$ 447,926.91	\$ 480,912.53	\$ (364,129.72)	\$ 564,709.72	\$ 116,782.81
	DC Reserve - Parks & Recreation	\$ 297,759.37	\$ 242,699.79	\$ -	\$ 540,459.16	\$ 242,699.79
	DC Reserve - Library	\$ 30,112.44	\$ 24,000.84	\$ (8,916.28)	\$ 45,197.00	\$ 15,084.56
09-0012-3001	Development Charges	\$ 3,001,154.34	\$ 2,034,241.98	\$ (503,967.89)	\$ 4,531,428.43	\$ 1,530,274.09
09-0013-3001	Reserve Fund - Recreation - Parkland	\$ 63,070.39	\$ 2,346.33	\$ -	\$ 65,416.72	\$ 2,346.33
09-0020-3001	Reserve Fund - Admin - Federal Gas Tax	\$ 264,840.13	\$ 462,561.80	\$ (727,401.93)	\$ -	\$ (264,840.13)
09-0023-3001	Reserve Fund - Admin - Main St Revitalization	\$ 44,151.26	\$ 844.21	\$ (44,995.47)	\$ -	\$ (44,151.26)
09-0024-3001	Reserve Fund - Rec - Auditorium	\$ -	\$ 238,204.97	\$ -	\$ 238,204.97	\$ 238,204.97
09-0025-3001	Reserve Fund - CIP - County of Grey	\$ -	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,000.00
09-0026-3001	Reserve Fund - OCIF-FC Grant	\$ -	\$ 234,447.91	\$ (125,533.58)	\$ 108,914.33	\$ 108,914.33
		\$ 3,373,216.12	\$ 2,992,647.20	\$ (1,401,898.87)	\$ 4,963,964.45	\$ 1,590,748.33
Other						
01-0000-1121	Def Rev - Ontario Community Infrastructure Fund	\$ 23,291.11	\$ -	\$ (23,291.11)	\$ -	\$ (23,291.11)
01-0000-1125	Def Rev - Source Water Protection	\$ -	\$ -	\$ -	\$ -	\$ -
07-0000-2103	Def Rev - General	\$ -	\$ -	\$ -	\$ -	\$ -
07-0000-2503	Def Rev - Library - Grants	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 23,291.11	\$ -	\$ (23,291.11)	\$ -	\$ (23,291.11)
DEFERRED REVENUE		\$ 3,396,507.23	\$ 2,992,647.20	\$ (1,425,189.98)	\$ 4,963,964.45	\$ 1,567,457.22
RESERVES, RESERVE FUNDS, AND DEFERRED REVENUE		\$ 9,888,629.47	\$ 5,524,439.24	\$ (2,264,615.47)	\$ 13,148,453.24	\$ 3,259,823.77



Staff Report CL2020-023

Title of Report: CL2020-23 - CL2020-023 - Canine Control By-law and Property Standards Appeal Committee Terms of Reference Approval
Department: Clerks
Branch: Legislative and Council Services
Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report CL2020-023 as information; and
That Council consider approval of Canine Control By-law 2020-078; and
That Council approves of the updates to the Property Standards Appeal Committee Terms of Reference document.

Background:

At the July 8, 2020 Council meeting, Council received draft changes to the current Canine Control By-law to include a process for appealing a muzzle order. Our current Canine Control By-law does not have an appeal process included, should a person wish that a hearing be held in the event that a muzzle order has been placed on their dog(s) by the Canine Control Officer and/or By-law Enforcement Officer.

Further, The Property Standards Appeal Committee will sit as the "Appeal Committee" to hear muzzle order appeals and provide a decision on these orders, should they be received which required a few minor updates to the Property Standards Appeal Committee Terms of Reference document

Staff Comments:

In the draft version of the by-law received, staff chose to rename the existing Property Standards Appeal Committee to be named the "Property Standards and Canine Appeal Committee." Upon further review, staff have opted to keep the existing name of the Committee, so there is no confusion with the extensive rules and procedures that follow property standards appeals.

Staff reviewed a number of other municipalities terms of references and canine control by-laws and gathered that most opt to set out their rules and procedures of the Canine Appeals in their individual by-laws, rather than the Terms of Reference document, and then appoint one of their existing committee's (e.g. Property Standards or Committee of Adjustment) to sit as the appeal committee should a muzzle order appeal be received.

Due to the name of the Committee being left unchanged, the Property Standards Appeal Committee Terms of Reference had very minimal updates. Staff included that the Property Standards Appeal Committee also sits as the Appeal Committee for canine muzzle orders and the enabling legislation as well as an update to the overall formatting and style of the document.

The draft Canine Control By-law received minimal changes, that mostly consisted of formatting etc. The most notable change was Schedule A – Fees and Charges. Inconsistencies were noted between the fees listed in the by-law compared to Southgate’s Fees and Charges By-law. These fees were corrected, and a note was added about referring to the Fees and Charges By-law for the most current listing. Also removed, was the list of Fines as these were a duplication to Schedule H in the Canine By-law.

Financial Implications:

There are no financial implications to the municipality as a result of this report.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Concluding Comments:

That Council consider approval of Canine Control By-law 2020-078 and approve of the updates to the Property Standards Appeal Committee Terms of Reference document.

Respectfully Submitted,

Dept. Head: *Original Signed By*
Lindsey Green, Acting Clerk

CAO Approval: *Original Signed By*
Dave Milliner, CAO

Attachment #1 – Updated Property Standards Appeal Committee Terms of Reference



Township of Southgate Property Standards Appeal Committee Terms of Reference

Title

The Township of Southgate Property Standards Appeal Committee may also be referred to as the “Appeal Committee” respectively.

Mandate

The Property Standards Appeal Committee is established by Council to hear appeals to order issued pursuant to the Property Standards By-law. The Committee is established under the Building Code Act, 1992, S.O. 1992, c. 23 and the Township of Southgate Property Standards By-law currently in effect which prescribes standards for the maintenance and occupancy of property. The Committee shall be required to act as a quasi-judicial body.

On an appeal, the Committee has all the powers and functions of the Officer who made the order. The Committee may do any of the following things if, in the Committee's opinion, doing so would maintain the general intent and purpose of the by-law.

1. Confirm, modify, or rescind the order; or
2. Extend the time for complying with the order.

The Property Standards Appeals Committee also sits as the Appeal Committee to hear Muzzle Order appeals issued pursuant to the Township of Southgate Canine Control By-law currently in effect which is a by-law to license and regulate the keeping of dogs and dog kennels and for the control of dogs within the Township of Southgate.

Enabling Legislation/Authorization By-law

Section 15.3 of the Building Code Act 1992, S.O. 1992, c. 23 provides for the establishment of a committee to hear appeals to property standards orders; and

Section 105(1) of the Municipal Act, 2001, S.O. 2001, c. 25 provides that if a municipality requires the muzzling of dogs under any circumstances that the Council of the municipality shall upon the request of the dog owner, hold a Hearing to determine whether or not to exempt the owner in whole or in part from the muzzling requirements.

The Township of Southgate Property Standards Appeal Committee is enabled by this Terms of Reference and Appointment By-laws approved by Council. The Committee is required to adhere to the provisions outlines in the Township of Southgate Procedure By-law, as amended.

Appeal Committee Specific - Appeal of an Order to Muzzle

Where a dog has been declared dangerous by the Canine Control Officer and/or an appointed By-law Enforcement Officer, pursuant to the provisions of the Township of Southgate Canine Control By-law currently in effect, the Owner of the Dog may apply to the Appeal Committee for a hearing in respect of such muzzle order.

Please refer to the Township of Southgate Canine Control By-law, Section 9, currently in effect for specific rules and procedures for conducting a hearing to appeal a muzzle order.

Property Standards Appeal Committee Specific

1. Application and Definitions

1.1. Definitions

In these Rules:

Appeal means an appeal to the Committee of a Property Standards Order;

Appellant means an owner or occupant that has been served with a Property Standards Order and who has sent a notice of appeal by registered mail to the Committee Secretary within fourteen (14) days after being served with the Property Standards Order;

Building Code Act means the Building Code Act, 1992, S.O. 1992, c. 23, as amended;

Committee means the Property Standards Committee of the Township;

Committee Secretary means the Secretary for the Committee;

Council means the Council of the Township of Southgate;

Chair means the Chair of the Committee;

Document includes a sound recording, videotape, file, photograph, map, plan, survey and any other information recorded or stored by any means and includes any expert reports to be relied upon and a copy of the relevant expert's curriculum vitae;

Hearing means the hearing of an appeal;

Member means a person appointed by Council to be a member of the Committee;

Municipal Office means 185667 Grey County Road 9, RR 1, Dundalk, ON, N0C 1B0

Owner means:

(a) the person for the time being managing or receiving the rent of the land or premises in connection with which the word is used, whether on the person's own account or as agent or trustee of any other person, or who would receive the rent if the land and premises were let, and

(b) a lessee or occupant of the property who, under the terms of a lease, is required to repair and maintain the property in accordance with the standards for the maintenance and occupancy of property;

Party includes the owner or occupant served with the Property Standards Order and the Township;

Property Standards Order means an order made under s. 15.2(2) of the Building Code Act;

Representative means a person authorized to represent an Appellant or witness;

Rules means these Rules of Practice and Procedure for the Committee;

Statutory Powers Procedure Act means the Statutory Powers Procedure Act, R.S.O. 1990, c. S.22, as amended;

Township means The Corporation of the Township of Southgate.

1.2. General

1.2.1. The Rules shall apply to all proceedings before the Committee.

1.2.2. The Rules apply subject to the Statutory Powers Procedure Act and any other legislation governing the Committee.

1.2.3. The Committee may, at any time, as it deems necessary, dispense with compliance with any Rule, save and except those prescribed as mandatory by the Statutory Powers Procedure Act and any other legislation governing the Committee.

1.2.4. If these rules do not provide for a matter of procedure that arises during a Hearing, the practice shall be determined by the Committee at the Hearing.

1.2.5. These Rules shall be liberally construed to secure the just, most expeditious and cost-effective determination of every proceeding on its merits.

1.2.6. Substantial compliance with requirements respecting the contents of forms, notices or documents under these Rules is sufficient.

1.2.7. The Committee may exercise any of its powers under these Rules on its own initiative or at the request of a Party.

2. Committee Meetings and Chair

2.1. Meetings

2.1.1. The Committee shall meet at the request of the Committee Secretary.

2.1.2. Meetings of the Committee shall be held at Municipal Office or such other location as the Committee deems advisable.

2.1.3. A majority of the Members constitutes a quorum for transacting the Committee's business.

2.1.4. Committee Members, including the Chair, may vote on all motions and other questions submitted at a Committee meeting.

2.1.5. In the case of a tie vote, a motion or question shall be deemed to have been lost.

2.2. Committee Chair

2.2.1. Members shall elect a Chair from among themselves; when the Chair is absent through illness or otherwise, the Committee may appoint another Member as

acting Chair.

- 2.2.2. If the Chair of the Committee resigns as a Member of the Committee or resigns as the Chair of the Committee, the Committee shall appoint another Member as Chair for the balance of the current term, or until a successor is appointed.
- 2.2.3. The Chair shall preside at every Hearing and meeting of the Committee and may vote.
- 2.2.4. The Chair shall enforce the observance of order and decorum during the Hearing.
- 2.2.5. The Chair is the liaison between the Members and the Committee Secretary on matters of policy and process.

2.3. Secretary

- 2.3.1. The Clerk or appointed designate shall serve as Committee Secretary.
- 2.3.2. The Committee Secretary shall prepare minutes of the meetings of the Committee.
- 2.3.3. The Secretary shall keep on file the records of all official business of the Committee, including records of all appeals and minutes of all decisions respecting those appeals, and section 253 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, (MFIPPA) applies with necessary modifications to the minutes and records.

2.4. Committee Composition

- 2.4.1. All vacancies will be advertised, and all names received will be brought forward for Council's consideration. The members will be appointed by Council by by-law for the duration of the term.
- 2.4.2. The Committee will be composed of not more than 5 and not less than 3 persons who are citizen volunteers who reside and/or own property within the municipality.
- 2.4.3. Only members, appointed by Council, may vote on any issue.
- 2.4.4. The Mayor shall serve ex-officio as a voting member of the Committee and shall not be included to comprise the requirement for the minimum of 3 members in relation to section 2.4.2.
- 2.4.5. Council may, by resolution, at any time and from time to time at its sole discretion, remove any member, voting or non-voting, from the Committee, as it deems advisable and accordingly update the by-law so long as the minimum membership requirement in section 2.4.2 is met.
- 2.4.6. Resignations from the Committee must be in writing to the Municipal Clerk.

2.5. Term of Office

- 2.5.1. The term of the members of the Committee shall expire on December 31st of a municipal election year.

3. Notice Requesting an Appeal

3.1. Notice of Appeal

3.1.1. An Appeal by an owner or occupant served with a Property Standards Order shall be made by sending a notice of appeal by registered mail to the Committee Secretary within fourteen (14) days after being served with the Property Standards Order.

3.1.2. The notice of appeal shall include:

- (a) a copy of the Property Standards Order appeal form;
- (b) a statement setting out the grounds for the appeal;
- (c) the name, address and telephone number of the appellant and his or her representative, if applicable; and,
- (d) a non-refundable fee prescribed by the Fees and Charges By-Law currently in effect, if applicable .

3.1.3. All notices of appeal shall be sent by registered mail to:

Secretary, Property Standards Committee
Township of Southgate
185667 Grey County Road 9, RR 1
Dundalk, Ontario, N0C 1B0

4. Notice of Hearing

4.1. Where Notice of Appeal is Incomplete

4.1.1. Where a person submits a notice of appeal that is not substantially in accordance with Rule 3.1, the Committee Secretary shall send to the person, or to the person's Representative, if applicable, a letter within twenty (20) days of receipt of the notice of appeal to specify what additional information is required by the Committee. If the Committee Secretary does not receive a response to his or her letter within twenty (20) days of the letter being sent, the Committee may consider the attempted appeal to be abandoned.

4.2. Where Notice of Appeal is Complete

4.2.1. Where a notice of appeal has been submitted and it is in accordance with Rule 3.1, the Committee Secretary shall schedule a time and place for the Hearing of the Appeal.

4.3. Notice of Hearing

4.3.1. The Committee shall give notice, or direct that notice be given, of the hearing to such parties as the Committee considers advisable.

4.3.2. A notice of Hearing shall include:

- (a) a statement of the time, place and purpose of the Hearing; and,
- (b) a statement that, if the Party notified, or his or her Representative (if applicable), does not attend at the Hearing, the Committee may proceed in the Party's absence and the Party shall not be entitled to any further notice in the proceeding.

4.4. Effect of Non-Attendance at a Hearing

- 4.4.1. Where notice of Hearing has been given to a Party in accordance with the Rules and the Party does not attend at the Hearing, the Committee may proceed in the absence of the Party and the Party is not entitled to any further notice in the proceeding.

5. Serving and Filing Documents

5.1. Documents Filed with Committee

- 5.1.1. If a Party intends to make use of any written or documentary evidence at the hearing, that Party shall serve one (1) copy of the documents with the the other Party or the Committee Secretary (as the case may be) no later than fifteen (15) days before the hearing date. The Committee Secretary shall cause to distribute the evidence to the members of the Committee no later than ten (10) days before the hearing date.

5.2. Serving Documents

- 5.2.1. Service of Documents is deemed to be effective when delivered:
 - (a) by personal service to a Party, or his or her Representative, if applicable - on the same day as the documents were served;
 - (b) by registered mail - on the seventh (7th) day after the day of mailing;
 - (c) by facsimile or electronic transmission - on the same day as the transmission;
 - or,
 - (d) by courier - on the second (2nd) full day after the document was given to the courier.
- 5.2.2. Documents served personally or by fax or email after 4:30 p.m. shall be deemed to have been served on the next day that is not a holiday.
- 5.2.3. A Party who serves or files a document shall include with it a statement of the Party's address, telephone number and the name of the proceeding to which the document relates.

5.3. Filing Documents

- 5.3.1. Documents may be filed with the Committee Secretary by personal service, registered mail or by courier, but not by fax or by other electronic means.
- 5.3.2. Any Party filing a document shall file with the Committee Secretary, along with the document, a statement indicating who has been served and what document has been served.

5.3.3. Documents must be filed with the Committee Secretary at:

Secretary, Property Standards Committee
Township of Southgate
185667 Grey County Road 9, RR 1
Dundalk, Ontario, N0C 1B0

5.4. Failure to Serve and File Documents

5.4.1. If a Party fails to serve and file a document pursuant to the Rules, the Party may not refer to the document in evidence at the Hearing without the consent of the Committee, which may be subject to terms and conditions that the Committee considers just.

6. Time

6.1. Computation

6.1.1. In the computation of time under the Rules:

- (a) "days" means calendar days;
- (b) where there is a reference to a number of days between two events, they shall be counted excluding the day on which the first event happens and including the day on which the second event happens; and,
- (c) where the time for doing an act under the Rules expires on a holiday, the act may be done on the next day that is not a holiday.

6.1.2. Under the Rules, "holiday" means:

- (a) any Saturday or Sunday;
- (b) New Year's Day;
- (c) Family Day;
- (d) Good Friday;
- (e) Easter Monday;
- (f) Victoria Day;
- (g) Canada Day;
- (h) Civic Holiday;
- (i) Labour Day;
- (j) Thanksgiving Day;
- (k) Remembrance Day;
- (l) Christmas Day;
- (m) Boxing Day; and,
- (n) any special holiday proclaimed by the Governor General or the Lieutenant Governor; and where New Year's Day, Canada Day or Remembrance Day falls on a Saturday or Sunday, the following Monday is a holiday; and where Christmas falls the Holiday Closure of the Municipal Office as advertised.

6.2. Extension or Abridgement of Time

6.2.1. The Committee may extend or abridge the time prescribed by the Rules on such terms, if any, that the Committee deems just.

6.2.2. The Committee may exercise its discretion under Rule 6.2.1 before or after the expiration of the time prescribed.

7. Adjournments

7.1. Adjournments

7.1.1. A Hearing may be adjourned at the discretion of the Committee upon its own motion, or upon the motion of a Party where that Party satisfies the Committee that the adjournment is required to permit an adequate Hearing to be held.

7.1.2. In deciding whether to grant an adjournment, the Committee may consider one or more of the following factors:

- (a) the sufficiency of the reasons advanced for the request to adjourn;
- (b) the timeliness of the request;
- (c) the resources of the Committee;
- (d) the prejudice to the Parties;
- (e) whether any adjournments have been granted previously;
- (f) the consent of the Parties; and,
- (g) any other relevant factor.

7.1.3. The Committee may grant adjournments on such terms and conditions as it considers just.

7.1.4. Any Party seeking an adjournment shall seek the consent of the opposing Party or Parties before bringing a motion before the Committee.

7.1.5. If consent is obtained pursuant to Rule 7.1.4 above, the Party seeking the adjournment shall contact the Committee Secretary and provide the reasons for the request and the consent of the other Party or Parties. The Committee Secretary shall then provide the request to the Committee who shall decide whether or not to grant the adjournment. If the Committee declines to grant the adjournment, the Party may seek a hearing of the request under Rule 7.1.6.

7.1.6. If the Party seeking an adjournment is unable to obtain the consent of the other Party or Parties, the Party seeking the adjournment may request that the adjournment request be determined at the beginning of the Hearing. Notice of such an adjournment request shall be given to the other Parties, and to the Committee Secretary, at the earliest possible time.

7.1.7. The Committee may, in its discretion, refuse an adjournment even though the Parties consent.

8. Disclosure

8.1. Disclosure

8.1.1. At any stage of the proceeding before completion of the Hearing, the Committee may make orders for:

- (a) the exchange of documents;
- (b) the exchange of witness statements and reports of expert witnesses;
- (c) the provision of particulars; or,
- (d) any other form of disclosure relative to the subject matter.

The Committee may not make an order requiring the disclosure of privileged information.

8.1.2. Individual Members of the Committee holding a Hearing shall not have taken part, before the Hearing, in any unauthorized communication, either directly or indirectly in relation to the subject-matter of the Hearing, with any Party or his or her Representative.

8.1.3. The Committee may seek legal advice from an adviser independent from the Parties and, in such case; the nature of the advice should be made known to the Parties in order that they may make submissions as to the law. The Committee Secretary shall undertake the receipt of the legal advice from the Municipal Solicitor.

8.2. Failure to Disclose

8.2.1. If a Party fails to comply with a production order of the Committee, or the Rules, the Party may not refer to the document or thing, or introduce the document or thing, in evidence at the Hearing without leave of the Committee, which may be on terms and conditions as the Committee considers just.

8.3. Order for Witness Statements

8.3.1. If a Party fails to provide a witness statement, or a summary of the evidence a witness shall give, in accordance with orders made under Rules 8.1 or 8.2, the Party may not call the person as a witness without leave of the Committee, which may be on such terms and conditions as the Committee considers just.

8.3.2. If an order has been made to exchange witness statements, or summaries of the evidence witnesses shall give, a Party may not call a witness to testify to matters not disclosed in the witness statement without leave of the Committee, which may be on such terms and conditions as the Committee considers just.

8.4. Expert Witness

8.4.1. A Party that intends to call an expert witness at the Hearing shall provide to every other Party and file with the Committee Secretary a written report signed by the expert containing the name, address and qualifications of the expert and the substance of the expert's proposed evidence including a list of all the documents to

which the expert shall refer.

- 8.4.2. If a Party fails to comply with the provisions of Rule 8.4.1, the Party may not call the expert witness without leave of the Committee, which may be on such terms, and conditions as the Committee considers just.

9. Witnesses

9.1. Administration of Oaths

- 9.1.1. The Committee Secretary or any Member of the Committee may administer oaths and affirmations for the purpose of any of its proceedings.

9.2. Rights of Parties to examine witnesses at Hearings

- 9.2.1. A Party to a proceeding may, at a Hearing:
- (a) call and examine witnesses and present evidence and submissions; and,
 - (b) conduct cross-examinations of witnesses at the Hearing to the extent reasonably required for a full and fair disclosure of all matters relevant to the issues in the Hearing.

9.3. Rights of Witnesses to a Representative

- 9.3.1. A witness at a Hearing is entitled to be advised by a Representative as to his or her rights but such Representative may take no other part in the Hearing without leave of the Committee.
- 9.3.2. Where a Hearing or portion thereof is closed to the public, the Representative for a witness is not entitled to be present except when that witness is giving evidence.

9.4. Summons to Witness

- 9.4.1. The Committee may issue a summons to a witness.
- 9.4.2. The Committee may require any person, including a Party, by summons:
- (a) to give evidence on oath or affirmation at a hearing; and,
 - (b) to produce in evidence at a hearing documents and things specified by the Committee relevant to the subject matter of the proceeding and admissible at a hearing.
- 9.4.3. A summons issued under Rule 9.4.1 shall be in the prescribed form in English and, shall be signed by the Chair of the Committee.
- 9.4.4. The summons shall be served personally on the person summoned.

9.5. Abuse of Processes

- 9.5.1. The Committee may make such orders or give such directions in proceedings before it as it considers proper to prevent abuse of its processes.
- 9.5.2. The Committee may reasonably limit further examination or cross-examination

of a witness where it is satisfied that the examination or cross-examination has been sufficient to disclose fully and fairly all matters relevant to the issues in the proceeding.

- 9.5.3. The Committee may exclude from a Hearing anyone, other than a person licensed under the Law Society Act, R.S.O. 1990, c. L.8, as amended" appearing on behalf of a Party or as an adviser to a witness, if it finds that such person is not competent to properly represent or to advise the Party or witness or does not understand and comply at the Hearing with the duties and responsibilities of an advocate or adviser.

10. Evidence

10.1. Admissible Evidence at a Hearing

- 10.1.1. Subject to Rule 10.1.2 and 10.1.3 below, the Committee, in its discretion, may admit as evidence at a Hearing, whether or not given or proven under oath or affirmation or admissible as evidence in a court:

- (a) any oral testimony; and,
- (b) any Document or other thing;

relevant to the subject matter of the Hearing and may act on such evidence, but the Committee may exclude anything unduly repetitious.

- 10.1.2. Nothing is admissible in evidence at a Hearing:

- (a) that would be inadmissible in a court by reason of any privilege under the law of evidence; or,
- (b) that is inadmissible by the statute under which the proceeding arises or any other statute.

- 10.1.3. Nothing in Rule 10.1.1 overrides the provisions of any Act expressly limiting the extent to or purposes for which any oral testimony, Documents or things may be admitted or used in evidence in any proceeding before the Committee.

- 10.1.4. Where the Committee is satisfied as to its authenticity, a copy of a Document or other thing may be admitted as evidence at a Hearing.

11. Hearings

11.1. Hearings

- 11.1.1. A Hearing shall be open to the public except where the Committee is of the opinion that:

- (a) matters involving the public security may be disclosed; or,
- (b) intimate financial or personal or other matters may be disclosed at the Hearing of such a nature, having regard to the circumstances, that the desirability of avoiding disclosure thereof in the interests of any person affected

or in the public interest outweighs the desirability of adhering to the principle that Hearings be open to the public;

in which case the Committee may hold the Hearing, or portion thereof, in the absence of the public.

11.2. Right to a Representative

11.2.1. A Party to a proceeding may have a Representative.

11.3. Record of Proceeding

11.3.1. The Committee Secretary shall compile a record of any proceeding in which a Hearing has been held which shall include:

- (a) a copy of the Property Standards Order appealed from;
- (b) the notice of appeal and any accompanying documentation;
- (c) the notice of hearing;
- (d) any interlocutory orders made by the Committee;
- (e) all documentary evidence filed with the Committee, subject to any limitation expressly imposed by any Act on the extent to or the purposes for which any such Documents may be used in evidence in any proceeding; and,
- (f) the decision of the Committee and reasons, where written reasons have been given.

11.4. Disposition of Proceeding Without a Hearing

11.4.1. If the Parties consent, a proceeding may be disposed of by a decision of the Committee given without a Hearing, unless another Act or a regulation that applies to the proceeding provides otherwise.

11.5. Recording of a Hearing

11.5.1. No person shall take or attempt to take a photograph, motion picture, audio recording or other record capable of producing visual or oral representations by electronic means or otherwise at a Hearing before the Committee that is open to the public.

11.5.2. Any Party may arrange for the attendance of a qualified verbatim reporter at his or her own expense for the purpose of recording all testimony and submissions during a Hearing.

11.5.3. Before a qualified verbatim reporter is permitted to record only part of a Hearing the Party retaining the qualified verbatim reporter must obtain leave of the Committee. In considering whether to provide leave, the Committee shall consider, among other matters, whether to permit a record of only part of the Hearing would result in prejudice to a Party.

11.5.4. If a Party orders a transcript or partial transcript, the Party shall notify the Committee, and the other Parties to the Hearing that it has done so, and the Committee shall receive a copy free of charge. The Party must furnish the copy of

the transcript to the Committee within three days of the date of the Party's receipt of the transcript.

- 11.5.5. The Committee may at its own expense and, on notice to the Parties, order a transcript or partial transcript from the qualified verbatim reporter without furnishing a copy of the transcript to the Parties; however, in any such case the Committee shall advise the Parties that it has ordered the transcript and where the Committee orders a partial transcript the Committee shall notify the Parties as to the part of the transcript the Committee has ordered.

11.6. Conflict of Interest

- 11.6.1. Where a Committee Member has any pecuniary interest, direct or indirect, in any proceeding that is before the Committee, the Committee Member:
- (a) shall, prior to any consideration of the agenda matter, disclose the interest and the general nature thereof;
 - (b) shall excuse him or herself from the Hearing of that matter; and,
 - (c) shall not attempt in any way whether before, during or after the Hearing to influence the decision of the Committee.

12. Hearing Procedures

12.1. Procedures

- 12.1.1. The Committee may hear appeals and motions in an order and in a manner the Committee deems appropriate to ensure that a fair and just hearing is conducted.

12.2. Committee Inspection

- 12.2.1. When the Committee determines that an inspection of the property is warranted, the Committee Members may conduct an inspection of the property.
- 12.2.2. The Parties shall be notified of the time of the inspection of the property by the Committee and may be present with the Committee at the time of the inspection. No communication regarding the Order shall be made between the Parties and the Members.

12.3. Committee Decision

- 12.3.1. The Committee may give an oral decision or may reserve its decision.
- 12.3.2. If the decision is reserved, the Chair shall advise the Appellant that the Appellant shall be notified by registered mail of the Committee's decision.

12.4. Notice of Decision

- 12.4.1. The Secretary shall forward notice of the Committee's decision to all those notified of the Hearing and to everyone who appeared before the Committee.
- 12.4.2. The written decision sent in the notice of decision shall be signed by all Members of the Committee that took part in the Hearing.

13. Supporting Documents

13.1. List of supporting documents to be reviewed

13.1.1. Township of Southgate Property Standards By-law

13.1.2. Statutory Powers Procedures Act

13.1.3. Building Code Act

13.1.4. Municipal Act

The Corporation of the Township of Southgate
By-law number 2020-078

Being a by-law to license and regulate the keeping of dogs and dog kennels
and for the control of dogs within the Township of Southgate

Whereas Section 5 (3) of the Municipal Act, 2001, Chapter 25, as amended, states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

Whereas Section 8 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues; and

Whereas Section 9 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

Whereas Section 11 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality may pass by-laws within the "animals" sphere of jurisdiction and subsection 9 (3) provides that a by-law under Section 11 respecting a matter may regulate or prohibit respecting the matter; and

Whereas Section 103 of the Municipal Act, 2001, Chapter 25, as amended, provides that if a municipality passes a by-law regulating or prohibiting with respect to the being at large or trespassing of dogs, it may provide for the seizure and impounding of dogs being at large contrary to the by-law and the sale of impounded dogs; and

Whereas Section 105 of the Municipal Act, 2001, Chapter 25, as amended, provides for the muzzling of a dog under any circumstances, and that the council of the municipality shall, upon the request of the Owner of the dog, hold a hearing to determine whether or not to exempt the Owner in whole or in part from the requirement; and

Whereas the Dog Owners Liability Act, the Code of Practice for Canadian Kennel Operations, and the Ontario Society for the Prevention of Cruelty to Animals Act, as amended, provides information for the basic standards of care and control of dogs; and

Now therefore be it resolved that the Council or the Corporation or the Township of Southgate hereby enacts as follows:

Section 1 – Definitions

For the purpose of this by-law the following definitions apply:

Being (or running) at large means a Dog that is not on the property of the Owner and not on a leash and under the control of a Responsible Person, and includes trespassing, and trespassing means a Dog being on the property of a person (as opposed to public property including streets and highways) other than the Owner of the Dog without the express permission of the owner of the property;

Appeal Committee means the members of the Property Standards Appeal Committee, appointed by Council for the purpose of hearing appeals regarding Muzzle Orders, pursuant to this By-law;

Appointed By-law Enforcement Officer means a Municipal By-Law Enforcement Officer, who has been appointed by the Corporation of the Township of Southgate;

Canine Control Officer (alternately referred to as the “CCO”) means a Municipal By-Law Enforcement Officer, who has entered into a contract with the Corporation of the Township of Southgate to control Dogs and enforce this By-law;

Canine Pound means such premises and facilities that are used for the detention and maintenance of Dogs that have been impounded;

Canine Pound Keeper means the person, or persons, or agency that act as keeper of the pound;

Dangerous Dog means:

- a) a restricted Dog as defined later in definition(s);
- b) a Dog which has bitten or attacked a person, or which, in the opinion of the person enforcing this by-law, has demonstrated a propensity, tendency or disposition to do so; or
- c) a Dog which has bitten or injured a domestic animal without provocation, or without sufficient provocation in the opinion of the person enforcing this by-law;

Dog means any member of the species familiaris canis (domestic dog) over the age of 16 weeks;

Hunting Dog means a Dog used solely for the purpose of hunting or tracking by provincially licensed hunters;

Kennel shall mean an establishment that provides shelter where Dogs are kept for the purpose of breeding, boarding, training, but does not apply to a veterinary establishment. A kennel may be classified as one or more of the following:

- a) **Kennel for Breeding** means any building or premises used for the purpose of breeding of Dogs; and/or
- b) **Kennel for Boarding** means any premise that takes in Dogs for boarding;

License means the receipt issued by the Clerk or Treasurer of the Township or their authorized agent upon registration of a dog, a Kennel and payment of the appropriate fee;

License Fee means the license fee established by Council in the Township of Southgate Fees and Charges By-law as amended from time to time as referenced in this document as “Schedule A”;

Muzzle means a basket-style covering device of adequate strength over the mouth of a Dog to prevent the Dog from biting;

Muzzle Order or Order to Muzzle means a mandatory requirement to restrain a Dog by means of a Leash and Muzzle and any such other means as the Canine Control Officer and/or By-law Enforcement Officer may order;

Noise means the sound made by any Dog which unreasonably disturbs the peace, quiet, comfort, or repose of any person also referenced in the applicable Township Noise By-law;

Nuisance means a Dog that is running at large on private or public property that has the potential to harm humans, pets, livestock or property;

OSPCA refers to the Ontario Society for the Prevention of Cruelty to Animals;

Owner means a person who possesses or harbors a Dog and where the Owner is a minor, the person responsible for the custody of the minor and "owns" and "owned" have corresponding meanings;

Puppies means a Dog that is less than 16 weeks of age;

Responsible Person means an individual or person that is capable of being in the care and control of a Dog or the Owner of the Dog;

Restricted Dog means:

- a) A Pit Bull Terrier, an American Pit Bull Terrier, a Pit Bull, a Staffordshire Bull Terrier or an American Staffordshire Terrier, or a Dog that has an appearance and physical characteristics substantially similar to any of those Dogs referred to in Ontario Regulation 157/05; or
- b) A Dog of mixed breeding which breeding includes the bloodline of one or more of the breeds referred to in the definition(s), and point (i) above;

Service Dog means a type of assistance Dog specifically trained to help people with disabilities or a guide Dog trained to aid the visually challenged and is actively in use for such purposes with appropriate medical documentation and identifying Dog tag and shall be exempt from license registration fees;

Township means the Corporation of the Township of Southgate;

Working Dog means a Dog trained to aid in and engaged in herding or protecting livestock.

Section 2 – Registration, Licensing and Control of Dogs

- 2.1** Every Owner of a Dog in the Township, within one week after the Dog comes into their possession, shall cause the Dog to be registered and licensed at the office of

the Clerk or designate, of the Township for the balance of the calendar year. Following the initial registration and licensing the Owner of a Dog shall, prior to the last Wednesday in March each year, re-register and re-license each Dog in their possession for the current calendar year.

2.2 Licensing, Process and Conditions:

- a) Registration and licensing of Dogs may be performed through the municipal office of the Township by paying the prescribed fee in "Schedule A" attached and forming part of this by-law as amended from time to time by the Municipal Council of the Township. Registration may be completed through the Southgate website on-line form, under the Municipal Services tab and Canine Control page. The form is also included in this document as "Schedule B".
- b) On payment of the License Fee, the Owner shall provide a completed Dog License application, with proof of rabies vaccination documentation from a licensed veterinarian.
- c) On payment of the License Fee to the Township, the Owner shall be provided with a dog tag bearing a serial number and the year for which the tag is issued for each Dog registered and licensed.
- d) The Owner shall keep the tag securely fixed on the Dog at all times until the tag is renewed or replaced, except while the Dog is being lawfully used for hunting or working. It is encouraged that Owners have Hunting Dogs and Working Dogs micro- chipped or appropriate collar identification of the Owner.
- e) A record shall be kept by the Clerk or other designated Township staff showing a description of the Dog for which the tag was issued, the name and address of the Owner and the serial number of the tag.
- f) No person shall use a tag on a Dog other than the Dog for which the tag was issued.
- g) A registration, license or tag issued under this by-law is not transferable and shall expire upon the death, sale or other disposal of the Dog.

Section 3 – Registration, Licensing and Control of Kennels

- 3.1** No person shall keep a Kennel of Dogs in the Township except under the authority of a currently valid License issued by the Township, which must be renewed annually prior to the last Wednesday in March each calendar year. To acquire a Kennel license for a breeding and/or boarding facility, an application(s) must be made to the Township's Canine Control Officer. All Kennels must be inspected annually, approved for renewal and shall adhere to the site's maximum Kennel-licensed number of Dogs for the site-specific facility. Failure to comply with these terms may result in a fine for too many Dogs in a Kennel. See attached to this by-law is the Schedule C, application form for a new or renewal of Kennel license, and

the Schedule D the Kennel Inspection form used for new applications and annual license renewals.

- 3.2** No Kennel shall have more than twenty-five (25) Dogs at any time, unless a larger number of Dogs has been authorized by the Council of the Township pursuant to this Section of this by-law after due application by the person keeping the Kennel for Breeding and the completion of an inspection and report by the Township's Chief Building Official or other Township official designated by Council for that purpose. The Council shall provide reasons for either the refusal to allow or the decision to allow more than twenty-five (25) Dogs in a Kennel for Breeding. Any authorization given by Council for the keeping of more than twenty-five (25) Dogs in a Kennel for Breeding may be subject to such terms and conditions as Council may determine after processing the application.
- 3.3** A Kennel for Boarding Dogs may board not more than twenty-five (25) Dogs at any one time. For the purposes of this by-law a person may apply for a license and operate a facility for the purposes of being a Kennel for Breeding and Kennel for Boarding. The maximum number of Dogs in the Kennel shall be a combination of breeding and boarding Dogs to maximum of twenty-five (25) and the numbers. The Kennel operator must ensure that each Dog being boarded under his or her care and control, has a Township Dog tag or appropriate identification affixed to the Dog and information records available related to vaccinations and ownership for the purposes and interest of public safety.
- 3.4** A Kennel for Breeding Dogs shall not be restricted to Dogs which are registered with an association incorporated under the Animal Pedigree Act (Canada), as amended or replaced.
- 3.5** No new Kennel facility or structure used in connection with the operation or keeping of a Kennel shall be located within a distance of 35 meters of any boundary line of the Owner/operator's property. This setback distance may be reduced to not less than 7 meters for accessory building in consultation with the Municipal Planner for setback and zoning compliance where the adjacent property is zoned EP or wetland property where it is not possible to construct, and still maintain a total 50 meter (35 meter on property and 15 meter on adjacent property) setback from future residential development on adjacent lands. This section applies A1 and A2 zoned properties greater than 2 hectares (4.8 acres) in size. A new Kennel requires site specific commercial C4 zoning approved in all residential and A1 or A2 properties that are less than 2 hectares (4.8 acres) in size in these property zones. A new Kennel establishment must conform to all zoning and other by-laws and standards,

including the provisions of this By-law.

3.6 Every person making application for a license to keep a Kennel shall make application to the Township in writing and:

- a) If applicable make application to the Township to obtain the proper zoning;
- b) Provide the Kennel records with a complete description of each dog in the Kennel together with identification information being microchip number, tattoo or Township Dog tag number sufficient to enable an appointed by-law enforcement or Canine Control Officer to clearly identify each dog in the kennel. If a tattoo or affixed dog tag is not available as a form of a dogs identification, the kennel operator shall use microchip ID;
- c) Note: All dogs in breeding kennels must be microchipped as required by January 1, 2018; Provide the location of the Kennel site plan with the number of buildings, and size of the facilities;
- d) Provide declaration of any past convictions by the OSPCA or Criminal Code of Canada related to the care of animals;
- e) Provide such other information as may be required by the Township's officials to allow them to process the application;
- f) Pay the current license fee for Kennels established by "Schedule A" attached to and forming part of this by-law and amended from time to time by the Council of the Township;
- g) Shall comply with the Guidelines set out in "A Code of Practice for Canadian Kennel Operations" of the Canadian Veterinary Medical Association current edition, originally dated September 1994 or future edition as may be amended from time to time;
- h) Provide proof of a veterinarian inspection each year between October and December to be supplied when applying for renewal of the Kennel license which reports on, the facility is appropriate and the health of the animals meets the minimum standards of the "The Code of Practice for Canadian Kennel Operations" and that the Veterinarian that completes the certificate of inspection shall be a member in good standing of the College of Veterinarians of Ontario;
- i) Provide the maximum number of Dogs to be kept in the facility at any time during the following twelve-month period; and
- j) A Kennel License is not transferable to a new owner of existing Kennel.

3.7 Either the Council of the Township of Southgate or the Canine Control Officer or other appointed By-law Enforcement Officer may direct that the issuance or renewal of a license for a Kennel of Dogs be refused if provisions of this by-law are

contravened or if the issuance or renewal of a license would contravene any of the following:

- a) The laws of the Province of Ontario;
- b) Any by-laws of the Township
- c) The guidelines set out in the document titled, "A Code of Practice for Canadian Kennel Operations" produced by the Canadian Veterinary Medical Association currently in effect.

- 3.8** A Kennel licensed hereunder shall be open to inspection by the Canine Control Officer or other Appointed by-law enforcement officer who shall have the right to visit, enter and inspect with access to property and structures within the municipality at all reasonable times for the purpose of enforcement of the provisions of this by-law, with the Kennel owner present for the inspection. Where an owner or operator of a Kennel fails to comply with (a) a by-law of the Township; (b) the Laws of the Province of Ontario as same may apply to the keeping of animals and/or kennels; or (c) the guidelines set out in the document titled, "A Code of Practice for Canadian Kennel Operations" produced by the Canadian Veterinary Medical Association currently in effect, the Kennel License may be suspended or revoked by the Council of the Township or the Canine Control Officer or other Appointed by-law enforcement officer.
- 3.9** During annual or follow-up inspection of Kennel facility by the Canine Control Officer or Appointed by-law enforcement officer, the operators may be required to improve operations, or conditions of the facility, and/or reduce the number of Dogs in the Kennel in order to maintain the License.
- 3.10** Failure to comply with the renewal application process may lead to a Kennel license not being renewed until full compliance is attained and a new application is submitted. If after 30 days of being placed on notice that their Kennel license may not be renewed by the Township, and the operator has not come into full compliance, and a new application has not been submitted, the Kennel license will be revoked. Once a Kennel license has been revoked by written notice from the Township, the owner of the property will be required to remove the Dogs remaining in the Kennel within 30 days, and failure to comply after 30 days, the OSPCA will be contacted to support the removal and relocation of the remaining Dogs to a personal limit of 3 Dogs if allowed by the authorities. Further, failure to comply with the order to remove the Dogs remaining in the Kennel will result in a fine for "Operating a Kennel without a Kennel License". This fine will be levied every 7 calendar days until the Dogs are removed from the Kennel or the operator attains compliance and a new Kennel license is issued.

Section 4 – Care of Dogs in Kennels

- 4.1** Every person who owns or operates a Kennel shall provide the Dogs under care, or cause them to be provided with:
- a) clean, fresh drinking water and suitable food of sufficient quantity and quality to allow normal, healthy growth and the maintenance of normal, healthy body weight;
 - b) food and water receptacles kept clean and disinfected and located so as to avoid contamination by excreta;
 - c) an animal enclosure that provides containment of the canine with protection from heat, cold and wet and be of sufficient size to allow the animal the ability to turn around freely and lie in a normal position;
 - d) the opportunity for periodic exercise sufficient to maintain good health including the opportunity to be unfettered from a fixed area and exercised regularly under appropriate control; and
 - e) necessary veterinary medical care when any animal exhibits signs of pain, illness or suffering
- 4.2** Every kennel facility shall be kept in a sanitary, well ventilated condition and free of offensive odours, disease and vermin. Conditions shall be considered unsanitary where the keeping of the animal or animals results in an accumulation of fecal matter, an odour, insect infestation or rodent attractants which endanger the health of the animal or any person.
- 4.3** No person shall keep a Dog Tethered Unless:
- a) The Dog has unrestricted and unobstructed movement within the range of the Tether;
 - b) The Dog has access to water, food and shelter;
 - c) The Tether is securely attached to a flat collar or other humane harnessing device and not to a choke collar, choke chain, or pronged collar, or directly around the Dog's neck; and
 - d) The Dog is Tethered in a way that it will not injure itself.
- 4.4** In no case shall a tether permit the Dog to go beyond the limits of the person's lands that form a part of the person's premises.
- 4.5** No Dog Owner shall leave a tethered Dog unattended in a public place such as the downtown business area, in a park, playground, etc. Dog owners shall be subject to a fine for failing to comply with the terms & conditions of this by-law.

Section 5 – Being at Large or Trespassing

- 5.1** No Owner of a Dog shall allow or permit the Dog to be at large in the Township or allow or permit the Dog to trespass on the property of another person. A Dog shall not be considered to be running at large, if it is a working Dog, accompanied by the Owner or other responsible adult or is a hunting Dog and is actively engaged in hunting or training for hunting, or tracking, on land not posted, or on posted land with the permission of the owner.
- 5.2** With the exception of a Working Dog, no person shall take, allow or permit a Dog to be on property owned or occupied by the Corporation of the Township except when the Dog is controlled by a leash securely held by the person in charge of the Dog. Property owned or occupied by the Corporation shall include all roadways and highways within the Township, parks and all other municipally owned or controlled properties.
- 5.3** A Dog that is found being at large or trespassing contrary to this by-law may be seized and impounded. A Dog that is impounded shall be held for a period of not less than three (3) business days, exclusive of Saturday, Sunday or Public Holidays, and if not claimed may be adopted or sent to a shelter or otherwise disposed of in a manner prescribed by law. When an ill or injured Dog is seized or impounded and a veterinarian determines that the Dog should be destroyed forthwith, or the Dog is a Dangerous Dog and cannot be released under Section 8.3, the Dog may be immediately destroyed as provided by law. When a Dog is seized or impounded it shall not be released until all Canine Pound fees and fines are paid.
- 5.4** Where a Dog is found running at large in the Township and the Dog cannot be seized and a danger exists and the Dog's presence in the location in which it is found causes a danger or a Nuisance, a police officer or other person authorized to enforce this by-law may euthanize the Dog or instruct another person to euthanize the Dog as safely and humanely as possible in all of the circumstances.
- 5.5** When a Dog is running at large, trespassing or on the owner's property and is known to have bitten a person, the Canine Control Officer will contact the local Health of Animals Branch of Canada Agriculture. The Canine Control Officer may order that the Dog be kept under supervision of quarantine, by the Owner of the Dog, upon the property of the Owner of the Dog or upon such property designated as the Township's Canine Pound, until such time as the Health of Animals Branch of Canada Agriculture veterinarian takes charge of the incident. The Owner shall be held responsible for the cost of such quarantine. In the case that the Owner is not known, the Dog shall be kept under a supervised quarantine for a period of 14

days, at the Township's expense, upon a property designated or approved by the Health of Animals Branch of Canada Agriculture.

- 5.6** Where the identity of the Owner of an impounded Dog can be determined by the person enforcing this by-law, the Owner shall be notified personally. If the Dog is not claimed or arrangements made with the Canine Pound within 24 hours, a registered letter will be sent to the last known address of the Owner on the next business day. Notice shall be deemed to have been received seven (7) days after the notice has been mailed including the date of mailing. If the Dog is not claimed within three (3) business days after the notice is received, exclusive of Saturday, Sunday or Public Holidays, the Dog may be adopted or sent to a shelter or disposed of in a manner prescribed by law and the Owner is liable for all costs incurred and placed on property taxes if unpaid.
- 5.7** When a Dog is found running at large and is without identification, a picture of the lost Dog may be posted on the Southgate Canine Facebook page when possible and when practical to do so. Should delays occur in public notification of the lost Dog on the Facebook page, for whatever reason, the impounded Dog shall be held for a period of not less than three (3) business days, exclusive of Saturday, Sunday or Public Holidays, after the actual date the lost Dog's picture was posted on the Southgate Canine Facebook page.

Section 6 – Removal of Feces

- 6.1** Every owner of a Dog shall immediately remove any feces left by the Dog in the Township:
- a) On a highway or roadway;
 - b) In a public park;
 - c) On any public property other than a public park; or
 - d) On any private property other than the property of:
 - i. the Owner of the Dog; or
 - ii. the person having care, custody or control of the Dog.
- 6.2** Every Owner of a Dog shall remove from his or her premises and dispose, in a timely manner, feces left by such Dog, so as not to disturb the enjoyment, comfort and convenience of any person in the vicinity of the premises.
- 6.3** Section 6 does not apply to a handler of a Service Dog, where the handler is unable to remove the feces left by such Dog due to a physical disability or impediment.

Section 7 – Noise

- 7.1** Every person who owns a Dog or Dogs shall undertake measures to ensure that residents on adjacent properties are not subjected to persistent barking, calling or whining by Dog(s).
- 7.2** Where the municipality receives a complaint about persistent noise from Dog(s) the appointed by-law enforcement officer shall investigate such complaints and may issue a fine against the Owner of the Dog(s) under this By-law or the Township's Noise By-law as amended or replaced.
- 7.3** When the noise complaint received by the municipality is related to a Kennel operation, the Canine Control Officer or By-law Enforcement Officer shall investigate. If the complaints persist and the Kennel operator fails to take measures to resolve the noise concerns, a second investigation will be made and a written order of notice to comply, will be issued. Further investigation related to noise complaints would result in fines under this, or other By-laws, and could lead to further enforcement orders, and/or the Kennel license being suspended or revoked, and further fines under Section 3.12, if in non-compliance.

Section 8 – Dangerous Dogs

- 8.1** No Owner, possessor or harbourer of a Dangerous Dog shall permit, suffer or allow the Dog to be on any streets or in any public place unless the Dog is muzzled to prevent it from biting an animal or a human and is on a leash and under the control of a Responsible Person; and
- 8.2** No Owner, possessor or harbourer of a Dangerous Dog shall permit, suffer or allow the Dog to be on any property or in any place that is not owned or controlled by that person unless the owner or occupier of the property or place has given the person express permission and the Dog is muzzled to prevent it from biting an animal or a human, and is either on a leash and under the control of a Responsible Person or on a secured tether, as described in section 4.3 and preventing it from leaving the property.
- 8.3** Every Owner, possessor or harbourer of a Dangerous Dog shall, at all times while the Dog is on premises owned or controlled by such person either, keep the Dog securely confined, either indoors or in an enclosed pen or other structure capable of preventing entry by any children and adequately constructed to prevent the Dog from escaping, or keep the Dog muzzled to prevent it from biting another animal or a human and is either on a leash and under the control of a Responsible Person or on a secured chain preventing it from leaving the property.

- 8.4** Where a dangerous Dog has been impounded for any reason, the Canine Pound Keeper shall not return the said Dog to its Owner or to any other person unless the Canine Pound Keeper is satisfied that the person to whom the Dog is to be returned is aware of and in compliance with the provisions of subsections 8.1, 8.2 and 8.3 hereof.
- 8.5** Where a Dog is declared a Dangerous Dog, the Canine Control Officer or By-law Enforcement Officer shall deliver or send by registered mail an Order to Muzzle, in the form attached hereto as "Schedule F", to the Owner of the Dangerous Dog requiring that the Dog be Muzzled and restrained pursuant to the provisions of this By-law. Such notice that has been served by registered mail shall be deemed to have been received by the person to whom it is addressed on the fifth (5th) day after the day it is mailed.
- 8.6** An Owner of a Dangerous Dog upon receipt of the Muzzle Order shall:
- a) Keep the Dog inside a building or house or in an enclosed pen of sufficient dimension and strength to be humane or within a securely fenced yard where the fence is a minimum height of 1.8 metres (6 ft.) in order to prevent a Dog from coming into contact with persons (other than the Owner of the Dog). The enclosed pen or the fenced yard shall be equipped with a locking device to be designed in such a manner that the pen or gate cannot be opened from the outside by a small child. The Owner is responsible for ensuring that the Dog is prevented from escaping and Running at Large;
 - b) While the Dog is off the property of the Owner, ensure:
 - i. That the Dog is securely on a Leash with a maximum length of 1.83 metres (6 ft) and of sufficient strength to restrain the Dog and keep it from chasing a person or Domestic Animal;
 - ii. That a Muzzle is humanely fastened over the mouth of a Dog to prevent the Dog from biting or attacking a person or Domestic Animal; and
 - iii. That the Dog is under the care and control of a person sixteen (16) years of age or older and capable of controlling and restraining the Dog in public.
 - d) Notify the Canine Control Officer or By-law Enforcement Officer within forty-eight (48) hours after the ownership of the Dog is transferred to another person or municipality, any changes to the residency of the Dog or should the dog be destroyed or dies of natural causes.
- 8.7** An Owner of a Dangerous Dog upon receipt of an Order to Muzzle shall follow all requirements of Section 8.6 or less restrictive requirements if provided for in the Order to Muzzle.

- 8.8** Every Order to Muzzle shall include a statement advising the Owner of the ability to make application for a hearing before the Appeal Committee in accordance with the provisions of this by-law.
- 8.9** The Owner shall comply with all terms and requirements made in an Order to Muzzle.
- 8.10** Where the Owner of the Dog is in contravention of the Order to Muzzle, the owner shall demonstrate a commitment in writing to comply or the Owner shall release custody of the Dog to the Canine Control Officer or By-law Enforcement Officer who shall impound the Dog until hearing of any appeal, or should the time to appeal expire, that the owner agrees to release the Dog to the Township, and pay all costs to dispose of such Dog in a manner prescribed by law.

Section 9 – Appeals

- 9.1** Where a Dog has been declared dangerous by the Canine Control Officer and/or an appointed By-law Enforcement Officer, an Order to Muzzle shall be issued. Pursuant to the provisions of this by-law, the Owner of the Dog may apply to the Appeal Committee in the form attached hereto as "Schedule G", for a hearing in respect of such muzzle order.
- 9.2** An application for a hearing shall be made in writing and delivered to the Township Clerk within thirty (30) days after the Muzzle Order has been served.
- 9.3** An application for a hearing shall be accompanied by the Appeal of Municipal Order fee as stated in the current Township of Southgate Fees and Charges By-law, Schedule A – Administration, and be made payable to the Township of Southgate by cash, cheque or money order.
- 9.4** Within 30 days of receipt of the Application for a hearing from an Owner of the dangerous dog, the Appeal Committee Secretary shall convene a meeting, at an agreed upon time, of the Appeal Committee and shall give the owner of the dog, any material witness relevant to the matter, the victim, if any, and the Officer who declared the dog dangerous and issued the Muzzle Order, and any such others persons as determined, 7 days written notice, by personal service or registered mail of the time, date and location of the hearing.
- 9.5** The Applicant and any other interested person may appear at the hearing and present oral, written or visual evidence related to the dog or matter.
- 9.6** When the Owner of the Dog does not attend at the proper time and location, the Appeal Committee may proceed with the hearing in his/her absence and the Applicant shall not be entitled to any further notice of the proceeding.
- 9.7** The Appeal Committee shall deliberate the merits of the evidence presented and shall render its decision at the meeting or shall reserve its decision to be presented later, which shall not be later than ten (10) days following the date of the hearing.
- 9.8** The Appeal Committee may confirm the Order to Muzzle or exempt the Owner of

the Dog from any of the Muzzling, restraining or Leashing requirements, or all, or may dispose of an appeal by Consent Order.

- 9.9** The decision of the Appeal Committee is final and binding.
- 9.10** Notwithstanding that an Applicant has applied for a hearing to appeal the Notice to Muzzle, the Order to Muzzle takes effect when it is served on the person to whom it is directed and remains in effect until the Appeal Committee has made its decision on the appeal.
- 9.11** A written copy of the decision of the Appeal Committee shall be prepared, as soon as is practicable after the conclusion of the hearing, and shall be delivered or mailed by ordinary mail to the Applicant at the address shown on his or her Application, any material witnesses relevant to the matter, the victim, if any, and the Officer who declared the dog dangerous and issued the Muzzle Order, Ontario Provincial Police, Grey Bruce Public Health Unit, Members of Council and Appeal Committee Members.
- 9.12** The Notice of the hearing or any matter which arises relating to the proceedings of the Appeal Committee not covered in the provisions of this By-law shall be governed by the Statutory Powers Procedures Act, R.S.O. 1990, c. S.22.

Section 10 – General Provisions

- 10.1** The Council of the Corporation of the Township of Southgate will determine the compensation to be received for services rendered in administering the provisions of this by-law or any Act or Regulation requiring the seizing, impounding of Dogs and detained in the possession of the Canine Control Officer appointed by the Township as by-law enforcement officer.
- 10.2** The maximum number of Dogs per household except for working Dogs shall be restricted to three (3) unless licensed under a Kennel for Breeding or breeding establishment or Kennel for Boarding License.
- 10.3** Dog Owners that are non-resident landowners are required to have an annual Dog license in the Township to ensure when visiting their property in order to ensure the safety of the animal and to comply with this by-law.
- 10.4** The owner of a dog shall ensure that the dog has an up to date rabies vaccination and, be able to, if required provide documented evidence from a veterinarian.
- 10.5** No person shall make a false statement on any registration or application required under this by-law.
- 10.6** This by-law shall be enforced by Canine Control Officer appointed by the Township as a By-law Enforcement Officer and/or any By-law Enforcement Officer appointed by Council to enforce the provisions of this by-law.
- 10.7** All money paid for seizing, impounding and maintaining a Dog under subsection

5.2 and 5.3 shall be paid to the Treasurer of the Corporation of the Township or a person designated by the Treasurer and authorized by a resolution of the Council of the Township.

- 10.8** The short title of the by-law shall be the Township of Southgate Canine Control By-law.
- 10.9** If any Section or Sections of this by-law or parts of it are found by any Court to be illegal or beyond the power of the Council to enact it or they shall be deemed to be severable and all other Sections or parts of this by-law shall be deemed to be separate and independent and shall continue in full force.

Section 11 – Hinder/Obstruct Officer

- 11.1** No person shall hinder or otherwise obstruct, nor attempt to hinder or obstruct, either directly or indirectly, an Officer, employee and/or agent of the Municipality in the lawful exercise of a power or duty under this by-law.

Section 12 – Offences and Penalties

- 12.1** Every person who contravenes any portion of the provisions of this by-law is guilty of an offence and upon conviction thereof shall be liable to a fine as provided for by the Provincial Offences Act, R.S.O. 1990, Chapter P.33, as amended.

Section 13 – Enactment

- 13.1** By-law 2018-114 is hereby repealed.

- 13.2** This by-law shall come into force and effect upon the final passing thereof and shall remain in force until repealed by Council.

Read a first, second and third time and finally passed this 5th day of August, 2020.

John Woodbury, Mayor

Lindsey Green, Acting Clerk

Schedule "A"

Canine Control Fees and Charges

The following is a listing of the Township of Southgate Fees and Charges By-law – Schedule D – Canine Control. This listing is provided as an example, and to provide the current fees and charges at the time of passing of this By-law.

Annually the Township's Fees and Charges By-law is reviewed, and some fees are indexed on an annual basis or increased from time to time to reflect costs. For the most current fees and charges listing, please refer to the Township of Southgate Fees and Charges By-law – Schedule D – Canine Control.

Canine Fees

Canine Registration License & Tag (maximum of three)	\$ 25.00 each
Replacement Tag	\$ 10.00 each
Impound Fee	\$ 28.25 per day

Note: The maximum number of Dogs per household shall be restricted to three, unless licensed under a kennel for breeding or boarding license.

Breeding or Boarding Kennel Annual License Fees

Two (2) to five (5) Dogs	\$ 100.00
Six (6) to ten (10) Dogs	\$ 200.00
Eleven (11) to fifteen (15) Dogs	\$ 300.00
Sixteen (16) to twenty-five (25) Dogs	\$ 500.00
Facility for maximum of fifty (50) Dogs (\$20.00 per Dog)	To be established by Council upon application

Breeding or Boarding Establishment Annual License Fees

Facility for maximum of ten (10) dogs	\$ 204.00
Facility for maximum of twenty-five (25) dogs	\$ 357.00
Facility for maximum of fifty (50) dogs	To be established by Council upon application
Facility for over fifty (50) dogs	To be established by Council upon application

Fines

Please refer to "Schedule H" for fines associated with the Canine Control By-law in accordance with Section 12.1 of this By-law.

Township of Southgate

Dog License Application Form

Schedule "B"

Every owner of a Dog in the Township of Southgate, within one week after the Dog comes into their possession, shall cause the Dog to be registered and licensed at the office of the Clerk of the Township of Southgate.

Options of Payment:

- 1) Fill in all information below, with supporting documents and pay fees at the Municipal Office
- 2) Fill in all information below, with supporting documents and mail with payment to the Municipal Office

Last Name

First Name

Telephone

Alternate Number

Mailing Address (Must include either 911#, Street #, PO Box #)

Postal Code

Dog(s) Information - Dog tags \$20 each

1st Dog Dogs Name Age Sex ☐ Male
Please attach proof of rabies vaccination for each Dog ☐ Female

Breed Neutered or Spayed ☐ Colour

2nd Dog Dogs Name Age Sex ☐ Male
Please attach proof of rabies vaccination for each Dog ☐ Female

Breed Neutered or Spayed ☐ Colour

3rd Dog Dogs Name Age Sex ☐ Male
Please attach proof of rabies vaccination for each Dog ☐ Female

Breed Neutered or Spayed ☐ Colour

Declaration of Owner

I,

certify that the information contained in this application and other documentation is true to the best of my knowledge. I further acknowledge my requirement to adhere to Southgate Canine By-Law No 2020-078 and any other applicable legislation, regulations including the Code of Practice for Canadian Kennel Operations referenced in the Schedule E supporting document included in this By-law.

Date

Signature

Schedule "C"

Southgate Application for Kennel License

- ☐ New Application for Kennel License
- ☐ Application Renewal for Kennel License

Name: _____

Business Name: _____
(if different then name)

Mailing Address: _____

Kennel Location: Civic Number: _____

Road Name: _____

Former Township ☐ Egremont ☐ Proton ☐ Dundalk

Concession #: _____ Lot #: _____

Phone (home): _____ Business or fax #: _____

E-mail: _____ Website: _____

Please indicate if this application is for renewal: ☐ yes ☐ no

Breeding and Boarding Kennel:

Note: Please check appropriate line below

- | | |
|--|-----------|
| <input type="checkbox"/> Two (2) to five (5) Dogs | \$ 100.00 |
| <input type="checkbox"/> Six (6) to ten (10) Dogs | \$ 200.00 |
| <input type="checkbox"/> Eleven (11) to fifteen (15) Dogs | \$ 300.00 |
| <input type="checkbox"/> Sixteen (16) to twenty-five (25) Dogs | \$ 500.00 |
| <input type="checkbox"/> Over twenty-five (25) to max of fifty (50) Dogs
(To be approved by Council at a rate of
\$20/Dog) | \$ _____ |

Schedule "C"

Southgate Application for a New Kennel License con't.

Date: _____

Owner (print): _____

Signature: _____

Note:

Return completed application form and your cheque made payable to the Township of Southgate. The owner is advised to make a copy to this completed report to keep for their own records.

Council retains the right to refuse any application based on the Canine Control Officers recommendation.

Schedule "D"

Southgate Inspection Report for Kennels

☐ Initial Kennel Application Report

☐ Annual Report for _____, 20__ to _____, 20__
month) (month)

1. Water:

All dogs are provided with adequate amounts of water every day.

☐ yes ☐ no Owner's initials: _____

2. Shelter:

Every dog has full access to adequate shelter for the conditions.

☐ yes ☐ no Owner's initials: _____

3. Diet:

Dogs are offered a diet which is complete and wholesome and provided in amounts adequate to maintain normal body conditions for the environmental conditions and amount of exercise. All dogs should be adequately fed and watered at least once a day except as directed by veterinary treatment, normal fasts or professionally accepted practices.

☐ yes ☐ no Owner's initials: _____

4. Confinement:

Dogs are confined in a manner that is safe and free of hazards

- a) If tethered, the tethers or chains are tangle free and are of sufficient length to allow freedom of movement and adequate exercise with primary fencing containing all dogs.
- b) If kept in runs, they are constructed of chain link or wire fencing that is secure and all openings are small enough to prevent entrapment injury to limbs or head.

☐ yes ☐ no Owner's initials _____

5. Feces:

Stools are removed daily from the kennel area and are disposed of in a sanitary and legal manner.

☐ yes ☐ no Owner's initials _____

Southgate Inspection Report for Kennels con't.

6. Estrus:

If intact females are kept on the premises, a confinement method is available which can safely house them under conditions within the guidelines and prevent unplanned breeding.

☐ yes

☐ no

Owner's initials: _____

7. Socialization: all dogs shall be adequately socialized to the point of allowing contact without aggressive behaviours such as baring teeth, growling, signs of fear-biter posturing or attempting to bite (without provocation) towards humans. Dogs exhibiting maladaptive or pathological behaviour which could result in self injury, injury to others or other undesirable consequences are being managed with an acceptable program for accommodation and remediation.

☐ yes

☐ no

Owner's initials _____

8. Quality of Life:

All dogs are provided with a basic quality of life. Each dog is given adequate and appropriate opportunities to engage in beneficial species- typical behaviours and activities. No dog is forced to live under pain or distress without veterinary intervention for relief from pain/suffering.

☐ yes

☐ no

Owner's initials _____

9. Vaccinations:

All dogs have current vaccinations as required by local law.

☐ yes

☐ no

Owner's initials _____

10. Socialization:

Describe provisions for adequate socialization of juveniles within your kennel facility:

Inventory Statement of Types and Breeds of Dogs

☐ Initial Report

☐ Annual Report

Dates: _____, 20____, to _____, 20____
(month) (year) (month) (year)

[illegible]

Housing and Accommodation

All outdoors	<input type="checkbox"/> yes	<input type="checkbox"/> no
As part of residence	<input type="checkbox"/> yes	<input type="checkbox"/> no
All enclosed in standalone building	<input type="checkbox"/> yes	<input type="checkbox"/> no
Kennels indoors and runs outdoors	<input type="checkbox"/> yes	<input type="checkbox"/> no

Other: _____

Type and Size of Lot: (all new kennels must be 35 m from all property lines)

Type and Size of the Building:

Describe the Material Type of Construction: (must be able to be completely disinfected)

Exterior walls: _____

Interior walls: _____

Floor: _____

Insulation: _____

Heating, Air Quality & Maintenance:

Air condition: (temperature must not reach over 80° F)	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> n/a
---	------------------------------	-----------------------------	------------------------------

Ventilation (number, size and type of fans): _____

Number and size of windows: _____

Are windows screened:	<input type="checkbox"/> yes	<input type="checkbox"/> no
-----------------------	------------------------------	-----------------------------

Is a dehumidifier or air exchanger used:	<input type="checkbox"/> yes	<input type="checkbox"/> no
--	------------------------------	-----------------------------

Is running water available in the building:	<input type="checkbox"/> yes	<input type="checkbox"/> no
---	------------------------------	-----------------------------

or is running water available near the site:	<input type="checkbox"/> yes	<input type="checkbox"/> no
--	------------------------------	-----------------------------

Method of waste disposal: _____

Cages, Pens and Enclosures

Number of pens: _____ Size: _____

Describe construction materials: _____

Number of runs indoor: _____ Size: _____

Number of runs outdoor: _____ Size: _____

Describe construction materials: _____

Is the premises surrounded by a perimeter chain link or semi solid wall suitable to prevent escape or entry of animals: ☐ yes ☐ no

Describe: _____

Is a shelter/enclosure/bedding/shade provided in each run or cage: ☐ yes ☐ no

Is a separate whelping area provided: ☐ yes ☐ no

Supplemental heat: ☐ yes ☐ no

Describe: _____

Group housing, if used, describe groups: _____

Is there an isolation ward or pen: ☐ yes ☐ no

Food and Water

Provision for storage of feed: _____

Vermin proof storage: ☐ yes ☐ no

Is feed properly marked as to type or use: ☐ yes ☐ no

Is clean potable water available at all times to all case/runs: ☐ yes ☐ no

Attendants

Kennel operated by Owner only: ☐ yes ☐ no

Number of employees: _____

Describe daily activity regarding feeding: _____ hours per day

Describe daily activity regarding cleaning: _____ hours per day

Describe daily activity regarding exercising: _____ hours per day

Describe daily activity regarding socializing: _____ hours per day

Describe daily activity regarding grooming: _____ hours per day

Veterinary Information & Protocols

Veterinary service is provided by: _____

Name of clinic: _____ Phone: _____

Frequency of vaccinations (owner may be asked to provide proof of vaccinations):

Rabies: _____

Canine distemper/hepatitis/parvo etc: _____

Other: _____

Parasite control – What products are used and when: _____

Is euthanasia carried out by a licensed vet: ☐ yes ☐ no

If "No" – How and by whom: _____

Other Kennel Information

Are prospective buyers/boarders given access to view entire facility:
☐ yes ☐ no

Is there an emergency procedure posted: ☐ yes ☐ no

Is there a fire extinguisher in the immediate area: ☐ yes ☐ no Are

emergency phone numbers posted: ☐ yes ☐ no

What disinfecting products are used: _____

Breeding Stock Information & Identification

Breed(s): _____

Assigned tattoo number(s) to kennel: _____

Identification Used:

Microchipped: ☐ yes ☐ no

Tattooing: ☐ yes ☐ no

Township tags: ☐ yes ☐ no

Southgate Inspection Report for Kennels

Owner/Operator Declaration:

I hereby certify that the forgoing information is true and correct. I also agree to comply with this By-law 2020-078, applicable legislation, regulations and the Code of Practice for Canadian Kennel Operations documents reference in Schedule E of this By-law. Furthermore, I understand that my premises are subject to inspections at any time by a duly appointed inspector and that failure to disclose information, provision of false information or failure to provide adequate care can result in immediate termination of a license and/or charges being laid.

Date: _____ Owner (print): _____

Signature: _____

Southgate Certification Report

I, _____ the Canine Control Officer for the Township of Southgate have inspected the kennel located at:

which is owned by _____.

This kennel:

☐ does meet each of the requirements set out above.

☐ does not meet each of the requirements set out above.

Requirements not met:

1. _____

2. _____

3. _____

4. _____

5. _____

Signed

Date

Schedule “E”

Supporting Documents to this By-law

Revision date: September 2018

Supporting Documents:

- The Dog Owners Liability Act (DOLA):
www.ontario.ca/laws/statute/90d16
- Ont. Regulation 157/05: Pit Bull controls:
www.ontario.ca/laws/regulation/050157
- The Code of Practice for Canadian Kennel Operations:
www.canadianveterinarians.net/documents/Code-of-Practice-for-Canadian-Kennel-Operations
- The Ontario Society for the Prevention of Cruelty to Animals Act (Bill 80): www.ontario.ca/laws/statute/S15010
- Ont. Regulation 60/09: Standards of Care:
www.ontario.ca/laws/regulation/090060/v2
- Ontario Pound Act
www.ontario.ca/laws/statute/90p17
- Pounds - Animals for Research Act Ont. Regulation 23 - Amended as 108/09 www.ontario.ca/laws/regulation/900023

Schedule "F"
Canine Control By-law 2020-078

Canine Muzzle Order

Date: _____

Name: _____
Property Address: _____
Town: _____ PC: _____

Re: Canine Muzzle Order or Violation: _____
(address of where the violation was witnessed)

Dear "Owners Name":

The Township acted on a complaint(s) received and the investigation that was made related to the reported incident and a dog owned by you.

Description of violation:

On investigation of the reported incident it was reported to and observed by the Canine Control Officer the following information:

Description of the Order and Compliance:

The information received by the Township of Southgate's Canine Control Officer has been received as information and evidence that identifies your dog(s) as dangerous and supports the requirement of a Muzzle Order on your animal(s). This Order requires that you muzzle your identified dog(s), from this date forward pursuant to Section 8.6 of Canine Control By-law 2020-078 while this animal(s) is off your property and are under your care and control or the care and control of a person sixteen (16) years of age or older and capable of controlling and restraining the Dog(s) in public.

You are requested to comply with this Order immediately, even if you choose to request an appeal of this Muzzle Order.

Failure to comply with this Muzzle Order will result in further action by way of fines and the possibility of Court penalties for judgements. Should the Township investigate further incidence(s) related to aggressive behavior of your dog(s) causing harm to others the Township may seek a Court Order to have your animal(s) euthanized at the owner's expense.

Animal(s) that this Muzzle Order applies to are the following dog(s):

Southgate Tag#: _____ Breed and Description of Dog: _____

Southgate Tag#: _____ Breed and Description of Dog: _____

Southgate Tag#: _____ Breed and Description of Dog: _____

Appeal Process:

This Order to Muzzle your dog(s) has been issued under the powers delegated to the Township of Southgate's Canine Control Officer as a result of a complaint, an investigation and an infraction of the Canine Control By-law in force and effect.

An Order to Muzzle a dog(s) is an option if required under the Southgate Canine Control By-law that is an appealable order to the appeal committee appointed by Township of Southgate Council. The Property Standards Appeal Committee is the appointed municipal body assigned to hear appeals of a Muzzle Order. This is an option that you have in relation to this Order to Muzzle. If you choose to appeal your Muzzle Order you are required to put your notice of appeal and request for the Township's investigation evidence in writing with payment of fees within 30 days of the date of issuance of this order to the Township Clerk as per Section 9 of Canine Control By-law 2020-078.

To continue the process and receive a date for your Muzzle Order Appeal Hearing, you must provide in writing to the Clerk, the factual information as to why you are appealing the Muzzle Order and evidence as justification to support your appeal consideration by the Appeal Committee. These appeal materials must be received by the Clerk's Office within 30 days of the date of the Township's registered letter providing you with the Canine Control Officer's investigation documented evidence.

Please refer to Section 9 of Canine Control By-law 2020-078 for full information regarding the Appeal Process.

Should you require additional information please contact the Township of Southgate Canine Control Officer or the Clerk.

Sincerely

Southgate Canine Control Officer

Schedule "G"
Canine Control By-law 2020-078

Canine Muzzle Order Appeal Form

Name: _____

Property Address: _____

Town: _____ **PC:** _____

Phone #: _____

Email Address: _____

Date of Order: _____

Initial Reason for the Appeal:

Approval Signature: _____

Date: _____

Acceptance by the Clerks Department:

Clerks Approval: _____

Date: _____

An application for a hearing must be accompanied by the Appeal of Municipal Order fee as stated in the current Township of Southgate Fees and Charges By-law, Schedule A – Administration, and be made payable to the Township of Southgate by cash, cheque or money order.

Corporation of the Township of Southgate

Schedule "H" to By-law 2020-078

Township of Southgate Canine Control By-law

Part 1 Provincial Offences Act

Short Form Wording

Item	Short Form Wording	Provision Creating or Defining Offence	Set Fine
1	Fail to register/license dog	2.1	\$50.00
2	Fail to affix dog tag securely	2.2(d)	\$50.00
3	Using a dog tag for a dog other than the dog for which tag was issued	2.2(f)	\$50.00
4	Operating a kennel without a kennel license	3.1	\$500.00
5	Operate a kennel with more than twenty-five (25) dogs – no authorization	3.2	\$100.00
6	Leaving a dog unattended with a tether in public places	4.5	\$50.00
7	Dog running at large	5.1	\$50.00
8	Failure to remove feces left by dog	6	\$50.00
9	Not preventing dog(s) from persistent barking, calling, whining	7.1	\$125.00
10	Failure to muzzle a dog (restricted or deemed dangerous) in public place	8.1	\$200.00
11	Failure to leash a dog (restricted or deemed dangerous) in a public place	8.1	\$100.00
12	Permit dog (restricted or deemed dangerous) on another person's property without owner/occupier's express permission	8.2	\$100.00
13	Fail to keep dog (restricted or deemed dangerous) enclosed in pen or structure capable of preventing entry by children and dog from escaping	8.3	\$100.00
14	Failure to vaccinate a dog for rabies and keep vaccination current	10.4	\$50.00
15	Providing incomplete or inaccurate information to the Township of Southgate	10.5	\$50.00

Note: The penalty provision for offences listed above is Section 12.1 of By-law 2020-078, a certified copy of which has been filed.



Staff Report PW2020-040

Title of Report: PW2020-040 One Ton 4x4 Truck Tender Award
Department: Public Works
Branch: Transportation & Public Safety
Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report PW2020-040 for information; and
That Council award the One Ton 4x4 Truck Tender to Finch Chevrolet Cadillac Buick GMC Ltd. in the amount of \$78,973.44 including HST.

Background:

Staff released the tender for a Good Used 1 Ton 4x4 Chassis with Hydraulic Aluminium Dump Body Truck that was included in the 2020 Capital Budget.

Staff Comments:

Deputy Treasurer John Kurian and Public Works Administrative Assistant Lisa Wilson opened the tender submissions via a virtual meeting on Wednesday July 22, 2020 at 2pm. There were 2 submissions received, with one submission from Paramount Truck Sales only comprising of a vehicle price cover sheet and no Township supporting documents for the tender. This submission was deemed incomplete and disqualified for those reasons.

The Finch Chevrolet Cadillac Buick GMC Ltd. submission is for a new 2020 Chevrolet Silverado 3500HD 4WD regular cab truck with aluminum dump body with a basic 3 year warranty package.

Financial Implications:

The 2020 Capital Budget included \$65,000.00 for the 1 ton purchase, funded by the sale of Unit 294 1995 Chev 3500 1 ton for \$1,000.00 and \$64,000.00 from general taxation.

Staff recommends keeping Unit 294 to assist with moving staff around with the current COVID 19 implications.

The Finch Chevrolet Cadillac Buick GMC Ltd submission of \$69,888.00 plus HST would result in an expense of \$71,118.03 (\$69,888.00 plus non-recoverable HST). The funding shortfall of \$7,118.03 (\$71,118.03 less \$64,000) will be offset by savings on LED streetlighting debt repayment budgeted.

Communications & Community Action Plan Impact:

Goal 5 - Upgrading our "Hard Services"

Action 5:

The residents and businesses of Southgate recognize our linear services - roads, bridges, water and sewer works, for example - to be a fundamental purpose of municipal government. This infrastructure needs to be serviceable and sustainable so that our businesses and communities can thrive and grow.

Concluding Comments:

Staff recommends that Council receive Staff Report PW2020-040 for information, and that Council award the One Ton 4x4 Truck Tender to Finch Chevrolet Cadillac Buick GMC Ltd. in the amount of \$69,888.00 plus HST.

Respectfully Submitted,

Dept. Head: *Original Signed By*
Jim Ellis, Public Works Manager

Treasurer Approval: *Original Signed By*
William Gott, CPA, CA Treasurer

CAO Approval: *Original Signed By*
Dave Milliner, CAO

Attachments:

Township of Southgate

Administration Office

185667 Grey Road 9, RR 1
Dundalk, ON N0C 1B0

Phone: 519-923-2110

Toll Free: 1-888-560-6607

Fax: 519-923-9262

Web: www.southgate.ca

Staff Report CAO2020-047

Title of Report: Directional Signage & Linwood Industries Request

Department: Administration-Economic Development

Council Date: August 5, 2020

Council Recommendation:

Be it resolved that Council receive Staff Report CAO2020-047 as information; and
That Council approve the installation of a directional signage at the expense of the business to support Linwood Industries as a business in the Township of Southgate; and

That Council approve the installation of arrow type direction signs at both corners of Rd #22 & Sdrd #71, Rd #24 & Sdrd #71, Rd #26 & Sdrd #73 and Grey Highlands-Southgate Townline & Sdrd #73.

Background:

Staff have had inquiries from Southgate rural businesses concerning customers and service delivery vehicles getting lost finding their business. The cause of the problem is the continuity of some of our roadways in the Township because of the old property north-south survey layout transition to the new survey layout west of Sideroad #71 and #73, as well as sideroad dead ends.

Staff Comments:

Linwood Industries

This company has contacted the Township of Southgate Economic Development department for assistance in resolving the issue of customers and delivery vehicles finding their property. The problem is Sideroad #15 comes to a dead end at Road #22 without an open road allowance between #22 and #26. With GPS Route devices not providing good information for this area, people get lost finding Linwood Industries.

What we have looked at is changing the name of Sdrd #15 to 15A and 15B however, this would require the cost of changing road signs, printed materials (municipal maps & company brochures/advertising) and time to have GIS systems uptake the information changes. We felt this would cost too much in dollars and time to achieve the desired results. What we are recommending and what the business owner agrees with is he would pay the cost of creating a sign (Attachment #1) that the Township would install at the corner of Road #22 and Sdrd #15 that would be visible when heading north on Sdrd #15. The sign would provide directions to go west on Rd #22 to Sdrd #13, to Rd #26 and go east to Sdrd #15 and go north to Linwood Industries to address #153070.

Road Arrow Directional Signs

The second issue of roadway continuity that is causing confusion for people trying to provide businesses in the Township is road dead ends. Staff recommend this

issue could easily be resolved by placing a directional sign below or next to the checkerboard dead end signs or corner marker posts at the intersections. Staff have also included a Southgate Roads Map as Attachment #2, to show the intersections in the north east corner of the Township that is causing the problem of road transition from Sdrd #71 and #73 to provide directions to access Roads #22, #24 and #26.

Financial Impact or Long-Term Implications

There is no financial impact to the municipality as a result of this report other than the directional arrow signage for Sdrd. #22, #24 and #26. The sign for Linwood Industries would be paid for by the business.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Concluding Comments

1. That Council receive staff report CAO2020-047 as information.
2. That Council approve the installation of a directional sign with information at the corner of Southgate Road #22 and Sideroad #15 to provide information to find Linwood Industries on the northerly section of Sideroad #15 with the business paying for the cost of the sign.
3. That Council approve the installation of a directional signs at the corners of Southgate Roads #22 and #24 where they meet up with Sideroad #71 and #73 to provide directions to the continuation of roads #22, #24 and #26.

Respectfully Submitted,

CAO approval: Original Signed By

Dave Milliner – CAO

dmilliner@southgate.ca 923-2110 x210

- Attachment 1 – Linwood Industries directional sign
- Attachment 2 – Southgate Roads map of North East corner of Township

**Linwood Industrial Corporation
153070 Sideroad #15**



**Go to Sideroad #13 for 2 km.
Turn right & go 4 km. to Road #26
Turn right & go 2 km. to Sideroad #15
Follow Sideroad #15 for 1 km. to 153070**

Legend

Large Scale Roads

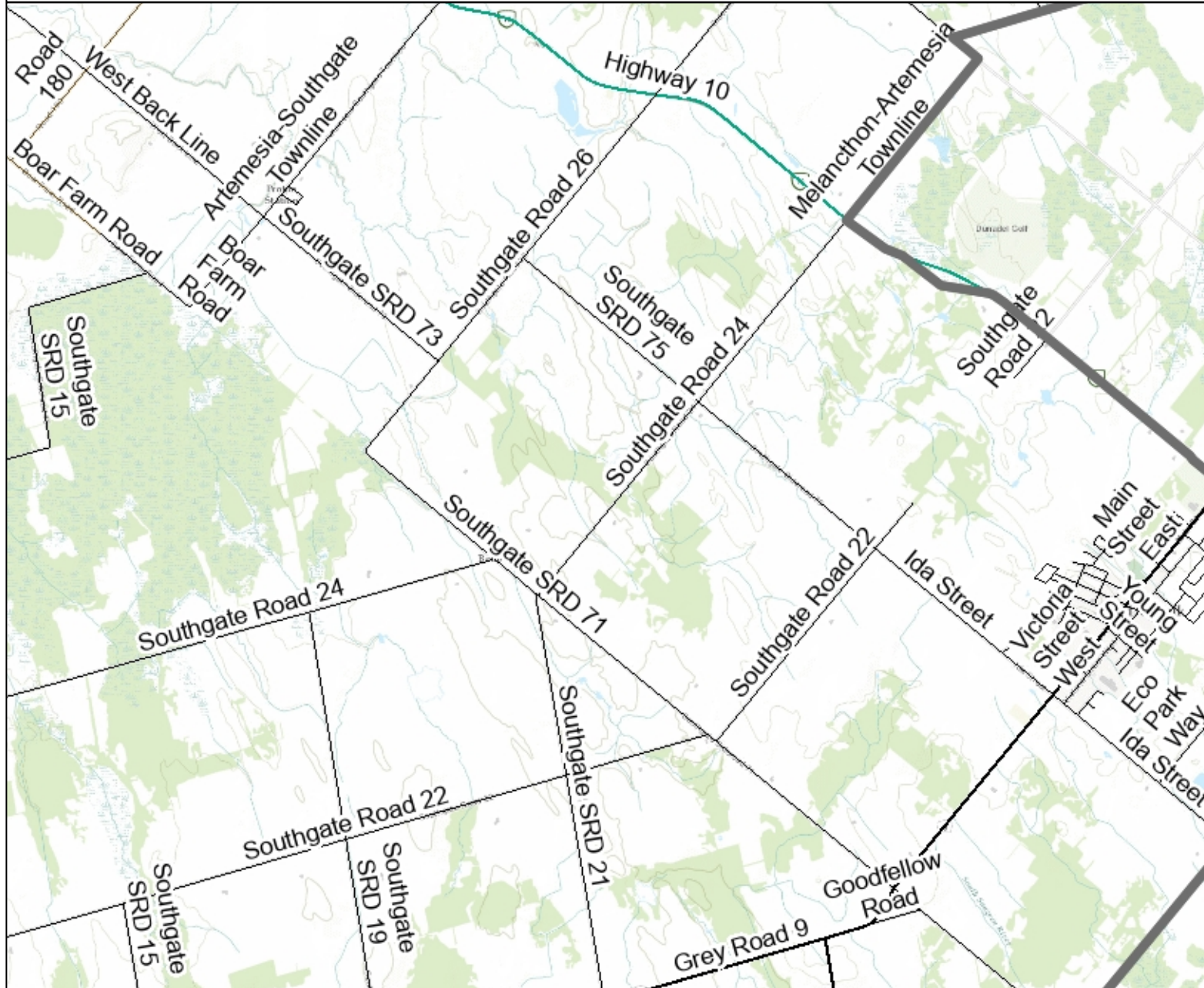
Provincial Highway

County Road

Township Road

Seasonal Road

Grey County Boundary



Notes

North East Corner of the Township of Southgate
Roads #22, #24 & #26 and Sideroads #15 & 71



Township of Southgate

Administration Office

185667 Grey Road 9, RR 1
Dundalk, ON N0C 1B0

Phone: 519-923-2110

Toll Free: 1-888-560-6607

Fax: 519-923-9262

Web: www.southgate.ca

Staff Report CAO2020-048

Title of Report: Economic Development – Vacant Land Planning Vision for Official Consideration

Department: Administration

Council Date: August 5, 2020

Council Recommendation:

Be it resolved that Council receive Staff Report CAO2020-048 as information; and **That** Council consider these discussions related to rural lots of record at future Township Council visioning meetings and as part of the new Official Plan discussions to provide guidance for the Southgate Planner to consider when drafting future land use policies.

Background:

The CAO is providing this report as an Economic Development strategy to increase the development opportunities for existing urban industrial and rural lots of record that are not being developed in the Township for various reasons. They are larger parcels of land that either owners are not motivated to sell or because of land speculation as investment. The urban lots are privately owned and mostly in the Hanbury Industrial subdivision.

The rural parcels were created in the 60's and 70's with developers purchasing 100 and 200 acre farms that are corner lots and then subdividing them along the Concession and Sideroads to give the properties access to road allowance frontages. In 2 cases the vacant properties were created on unopened road allowance to create more lots. One of those developments resulted in the creation of Christie Street. One other property had a road allowance created in the development but was never constructed to a municipal roadway standard or opened for public use.

Many of these rural vacant lots are 5 plus acres or larger in size that could be developed and generate increased taxation but are presently sitting as vacant properties at this time.

There are some land parcels that do not have frontage on the open road allowances at the present time. Without investment in the construction of a open municipal roadway they will not be able to have access to emergency services or to construct buildings on the properties.

Staff Comments:

Staff have had an increase in industrial land inquiries in the last few months. As a result of the increased demand we trying to contact the owners of these vacant land parcels. The urban land parcels we feel are very marketable and we will

continue to work at making contact with the property owners through mailing letters and real estate agent contacts.

At the present time, the Southgate Official Plan (OP) is under review to develop a new plan. Staff suggest that the Township should develop a policy in the new OP for discussion and approval to facilitate future uses on lots of record properties that would support the development of rural lands for small scale industrial operations on smaller parcels of lands with residential and agriculture uses included.

The consideration for allowing these site-specific zoning allowances in the new OP for existing lots of record would be to develop the larger parcels of land that could justify the developments. Some may need to be developed into a cluster development area where future development is unlikely for multiple reasons. One of the major reasons would be the cost of constructing a municipal roadway that would not be financially supported by residential only development.

This is a proposal that would need the Municipal Planner to support, ensure compliance with the Provincial Policy Statement and develop policy for approval by the County and the Province. At the present time some of these lands have sat vacant and unproductive for over 45 years. It may have been bad planning at the time when these lots were created, but today we have better policy to manage these types of developments. The question is do we leave these lands as they are presently undeveloped or do we consider specific policies that will facilitate future development on the property to increase our tax base in the Township of Southgate.

Financial Impact or Long-Term Implications

There is no financial cost to the municipality as a result of this report other than staff time to prepare the report.

The potential of this report recommendations would increase tax revenues. If we consider new policy for these lots of record it could increase the taxation on vacant 5 acre plus land parcels that are now paying a few hundreds of dollars to taxation of \$3,000 to \$4,000 per year if residentially developed or over \$10,000 in taxes per year per property if the lands were developed into same agriculture property with a small scale industrial business on the property.

Communications & Community Action Plan Impact: Order Summary

This report has been written and presented to Council to communicate accurate information to the public and to advance our Southgate CAP goals.

Goal 1 - Attracting New and Supporting Existing Businesses and Farms

Action 1: The residents and businesses of Southgate envision a growing and diverse local economy, which respects our agricultural background development, and development will be underway.

Strategic Initiatives 1-E (2019-2023): By 2023, the Township will have updated the Official Plan and zoning bylaw to provide flexibility for business, help to reduce processing requirements, and help to provide more opportunity for success.

Concluding Comments

1. That Council receive staff report CAO2020-048 as information.
2. That Council consider this report as information during the Southgate New Official Plan discussions.
3. See Attachment #1 which is map of an example property in Southgate with considerable undeveloped lots with some being land locked on an unopened and unmaintained road easement as present access to the properties.

Respectfully Submitted,







CAO approval: Original Signed By

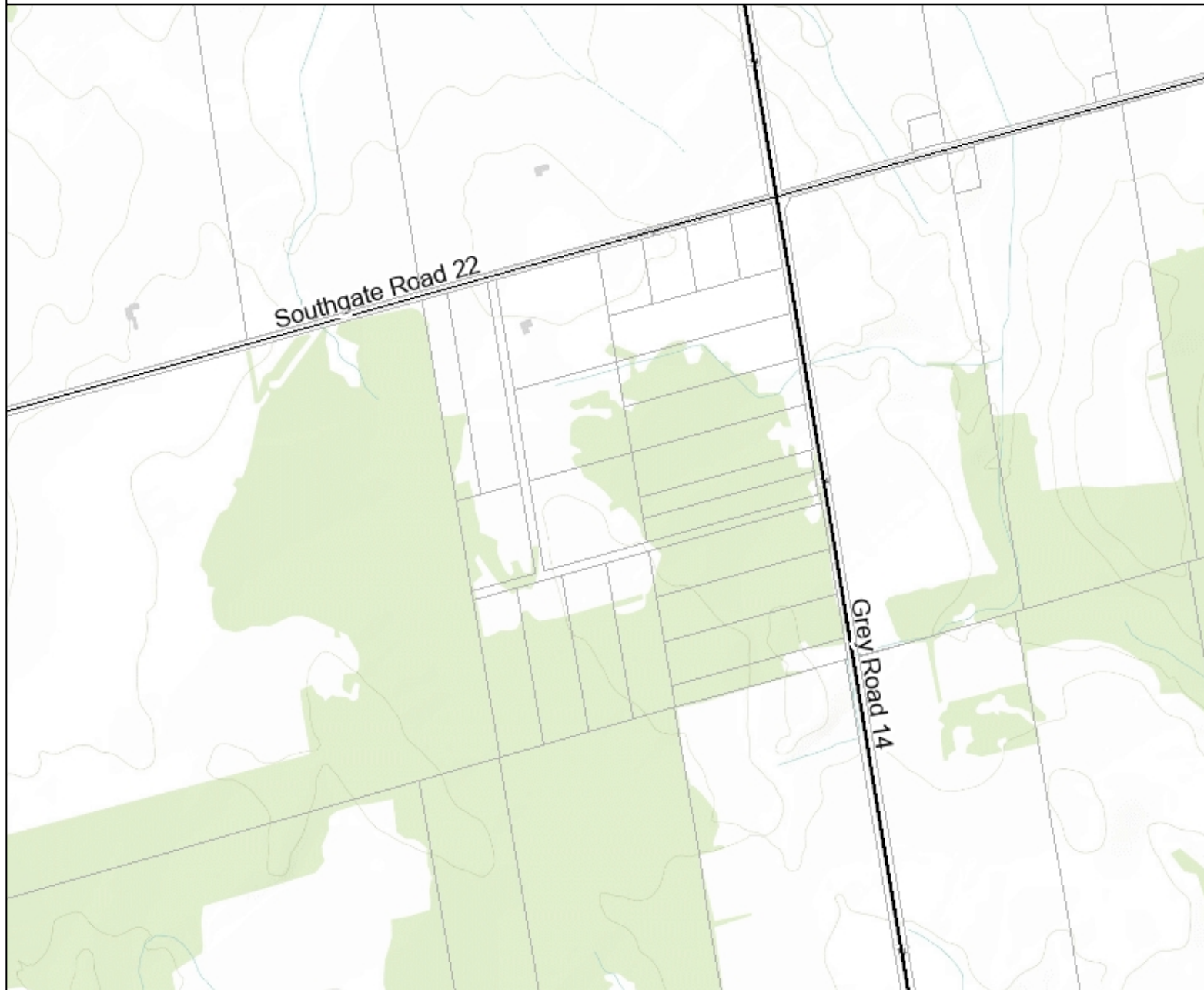
Dave Milliner – CAO

dmilliner@southgate.ca 923-2110 x210

- Attachment 1 – Southgate Checkerboard Lot Property

Legend

-  Parcels - Current
- Large Scale Roads**
 -  Provincial Highway
 -  County Road
 -  Township Road
 -  Seasonal Road
-  Grey County Boundary



Notes

889 0 444 889 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© County of Grey



This map is a user generated static output from an Internet mapping site and is for reference only.
Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Printed July 30, 2020

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Township of Southgate

Administration Office

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Web: www.southgate.ca

Staff Report CAO2020-049

Title of Report: Southgate CAO Update

Department: Administration

Council Date: August 5, 2020

Council Recommendation:

Be it resolved that Council receive Staff Report CAO2020-049 as information; and **That** Council provide feedback on the draft Ministry of Infrastructure delegation briefing for discussions with the Minister about rural broadband and the importance of grant funding being focused toward fibre installation projects in the SWIFT area and more densely populated rural areas.

Background:

The CAO is providing this report as an update of COVID-19 impacts, important information, decisions, and actions taken by staff in the last 30 days.

Staff Comments:

Southgate's Municipal Business Phase B Opening Update

A number of Southgate staff returned to the Municipal Office on July 20, 2020 to open the front door to deliver customer counter services. We are answering the phone lines, receiving payments, handling billing inquiries, dealing with applications and general customer service inquiries, or directing to the appropriate staff member in person with the necessary precautions in place.

Staff are not holding meetings with members of the public in the inner office area. Not all administrative staff are working in the office at the present time. External office staff and Council members are all restricted from entering the inner office bubble. Those staff presently working in the office have been trained on the new business operating procedures, cleaning protocols, provided with isolation barriers/screening for protection and an inventory of PPE (face masks, shields, gloves, hand sanitizer, etc.).

AMO Delegation Report

At the time of this report being written Southgate has not had confirmation from the Province that we would receive a meeting with the Minister of Infrastructure. However, in preparation for the meeting, should we be granted that opportunity to delegate to Minister Laurie Scott, we have developed a delegation briefing document (Attachment #2) and invited to support the discussions SWIFT Executive Director Barry Field, Grey County SWIFT Board Member & Deputy Mayor of Hanover Selwyn Hicks, Grey County CAO Kim Wingrove and Southgate AMO Virtual Conference attendees.

The briefing will be provided to the Ministry in advance of the delegation meeting if granted. The goal of this meeting will be a bit different in that the Township and County would summarize our concerns that some internet service providers are making claims that they can deliver a 50/10 service to their wireless served areas, which restricts government funding for fibre project investments by the private sector. We are planning that most of the time is for Mr. Barry Field the Executive Director of SWIFT to present and engage discussions in the technical side of the discussion with the Minister and Ministry of Infrastructure staff.

Grey County Council Staff Report-Public Transit Update

On July 23, 2020 Grey Council Transportation Manager Stephanie Stewart presented a report to County Council on the status of the service delivery start-up and a revised budget proposal. The new proposed start date is September 1st, 2020 and will be a contracted service with the company Driverseat Inc. A copy of the County staff report is included in this document as Attachment #3.

Grey County Tourism Trails Update

Grey County Tourism staff have been monitoring their trails and site attractions to monitor physical distancing, informing on facility status and promoting safety in these areas during the COVID-19 conditions. They have now created signage to reinforce the messaging that we will be installing at the entrance to trails in Dundalk at Memorial Park and the Rail Trail as well as the entrance to the Holstein Park and trail north and south of the dam. A copy of the Grey County Trail Sign to promote distancing and crowding is included in this staff report as Attachment #4.

Financial Impact or Long-Term Implications

There is no financial impact to the municipality as a result of this report other than staff time and the cost of attending the AMO Virtual Conference to participate in the Ministry of Infrastructure delegation.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Concluding Comments

1. That Council receive staff report CAO2020-049 as information.
2. That Council review and provide feedback on the draft Minister of Infrastructure AMO Delegation briefing document.

Respectfully Submitted,

CAO approval: Original Signed By

Dave Milliner – CAO

dmilliner@southgate.ca 923-2110 x210

- Attachment 1 – Draft Minister of Infrastructure AMO Delegation briefing document
- Attachment 2 – Grey County Transit Report Update presented to Grey County July 23, 2020
- Attachment 3 – Grey County Trail Sign



Ministry of Infrastructure

Minister: Minister Laurie Scott

Date: August __, 2020 @ __ am

Location: Virtual Meeting

Delegation Brief:

Issues:

1. Rural Broadband Communications challenges of Wireless service versus the urgent need for Fibre capacity being delayed because of policy restrictions in place that is holding up SWIFT funding and private sector investment projects with the present "Wireless Served Community" policy.
2. What municipalities can do to reduce red tape and support least cost installation solutions to provide access to better locations to install cable/conduit in our road allowances. Our public spaces need to be leveraged as a benefit to support the least cost installations and expansion of fibre projects and increase broadband communications servicing capacity in our rural communities.

Background:

Fibre Funding Restrictions

Southgate Council approved at their June 17, 2020 a resolution to meet with the Minister of Infrastructure and Ministry staff at the 2020 AMO Virtual Conference to discuss the importance of Fibre project installations in rural areas along with our government policy concerns and issues that are presently restricting Fibre Broadband Communications investments are the following:

1. Wireless rural internet demand challenges in densely populated communities is not serving us well today;
2. The term "Served Community" and what it means in rural Southwestern Ontario communities today;
3. The use of the term "Served Community" in provincial policies that is restricting fibre investments in Southwestern Ontario communities;
4. Wireless service providers are making claims they deliver 50/10 service and at the same time without regard for a fair monthly user fee that suppresses use of the 50/10 service;
5. Suppressing the use of 50/10 service through high user fees allows those wireless only service providers to maintain more customers on a finite capacity system that is used today to hold off fibre funding and private sector investments that is creating an environment that promotes a proprietary/monopoly service area until the policy is changed;
6. The concern that some present wireless service designs with the increased consumption demand coming at us at a rate of 30 percent per year will degrade rural broadband internet service without timely fibre investments to support wireless towers and fibre to the home servicing; and



7. The importance of fibre investments today and that changes are required to fund Rural Broadband Communications growth without consideration of the available Wireless only service providers in Southwestern Ontario.

All rural municipalities in the SWIFT service area as well as across the Province have concerns about our present broadband capacity and the bigger concern of expansion to keep up to the growing public and technology demand requirements. It is no longer a question of rural broadband being a service feature for users, but it is now utility and recognized as a necessity to support rural homes, agriculture, businesses, communications, education/remote learning, financial transactions, home based offices, etc.

Least Cost Installation Solutions:

We believe the Ministry of Transportation, County and Lower Tier Municipalities need to work cooperatively with service provider businesses and contractors proposing fibre cable installation projects to find a least cost solutions to locate infrastructure in our road allowances.

Justification:

Fibre Funding Restrictions

With the present demand for service prior to the COVID-19 pandemic consumer demand for broadband service has been increasing by 30% per year. Since the changes caused by COVID-19 with increased working from home offices and virtual meetings the capacity demand has increased substantially creating a new business normal, that has changed the way we work and meet with others.

The most common internet service used today in rural communities is 10/2. Based on our past historical demand use in 7.4 years we will need 50/10 service as the common internet connection. The service demands since COVID-19 has increased use of broadband in 2020 by 50% to 60% or more making the wireless capacity window shorter by 2 to 3 years. The increased demand requirements for Video, 3D and Live Conferencing will put extreme pressure on our broadband capacity.

Wireless service providers want to protect their investment in technology and they are able to use the "Served Community" as a mechanism to control regions, charge higher rates for service and restrict longer term vision fibre project investments. The return on investment of a Wireless Tower project is 1 to 3 years based on customer connections. This is not what one would call a risky investment or a project that needs protection from competition or better services. Wireless service projects based on the short payback period can easily stand up to competition to survive if they were to establish monthly service charges based on their project investment. A fibre business plan is a longer term investment in excess of 20 years and requires external funding to make fibre installation a viable project.

Least Cost Installation Solutions:

The road allowances in the province and our communities are all publicly owned and should be leveraged to benefit of our ratepayers. The use of the road allowance



to locate fibre cable installations can greatly impact the cost of a project depending on where the infrastructure is located. As provincial, county/regional and municipal road authorities we just need to cooperate to best serve our communities with policies that would further leverage the benefits of government funding investments doing more.

Ministry Recommendations:

Funding for Projects

1. The Ministry should change policies related to the term "Served Community" and the restrictions of SWIFT not being able to fund new fibre installation projects because wireless broadband service providers claim they are presently delivering 50/10 internet speed today.
2. We suggest that a better strategy is to let wireless service providers fund their own expansions as they are using agriculture silos, existing towers and new antenna structures in communities which are smaller investments with a shorter payback on capital investments.
3. The **"New Served Community"** term should be a recognition when fibre optic communications cable infrastructure has been installed and is operational between communities to:
 - i. Ensure project planning by contractors and SWIFT does not leave community gaps;
 - ii. That fibre projects connect communities to increase backhaul capacity and better support wireless technology in future years as it becomes outdated; and
 - iii. Ensure service providers work with municipalities to make planning decision and capital investments to serve all rural areas with fibre capacity over the next 10 to 20 year horizon.

Least Cost Installation Solution Recommendations:

We have heard from contractors and industry experts that Road Authorities can play a major role in the cost of a fibre projects installation costs. Cables installed into the shoulder of the road reduces construction costs versus pushing the installation back to one meter off property line forcing installation into more difficult terrain, watercourses and wetlands. The challenges of the cable installation costs can be impacted by 200 to 300 percent depending on the area.

What can Road Authorities do?

- i. Work with service providers by agreement;
- ii. Take an interest in the project as a partner to support the success of the project;
- iii. Consider an ownership of the utility; and
- iv. We need to provide road allowance use policies that support affordable installation of fibre servicing of communities.

Committee Report

To:	Warden McQueen and Members of Grey County Council
Council Date:	July 23, 2020
Subject / Report No:	CAOR-CW-10-20
Title:	Revised Community Transportation Service Delivery and Budget Proposal
Prepared by:	Stephanie Stewart, Manager, Community Transportation
Reviewed by:	Kim Wingrove, CAO
Lower Tier(s) Affected:	Grey County wide
Status:	

Recommendation

1. That report CAOR-CW-10-20 Revised Community Transportation Service Delivery and Budget Proposal be received, and;
2. That staff be directed to negotiate a single source agreement as per the purchasing policy, with Driverseat Inc. to provide services in fulfillment of the provincial Community Transportation grant and the additional Grey Road 4 route between Durham, Hanover and Walkerton, and;
3. That once completed to the satisfaction of the Chief Administrative Officer, the Warden and Clerk be authorized to execute the agreement with Driverseat Inc., and;
4. That the Warden and Clerk be authorized to execute a Memorandum of Understanding (MOU) with The Corporation of the Township of Southgate, authorizing Grey County to deliver on Southgate's behalf, a transit service as required by the Provincial Grant awarded to Southgate, and;
5. That the cost to operate the system from September 1 to December 31, 2020, of \$213,911, after recoverable HST (excluding Grey Road 4) be funded as per the 2020 budget, and;
6. That should Council wish to proceed with the Grey Road 4 route, the cost to operate the route for the period of September 1 to December 31, 2020 is \$30,606, after recoverable HST, to be funded from the One-Time Funding Reserve, with 2021 and 2022 to be included in the annual budget, and;
7. That County Council direct staff to continue working to develop an on-

demand system in Grey County, and;

- 8. That the Warden and Clerk be authorized to execute a Memorandum of Understanding (MOU) with the Southwest Community Transit (SCT) Association**

Executive Summary

The purpose of this report is to provide Council with a new service delivery option and associated costing for the Community Transportation project and to seek direction regarding next steps for developing transportation services.

Background and Discussion

On May 28th, 2020 staff presented [CAOR-CW-05-20](#) to County Council updating the status of the Community Transportation project. The project had not moved ahead as planned due to the COVID-19 shutdown. Given the effects of the pandemic on the economy and physical distancing requirements, it did not make financial sense to move forward with the earlier recommended service delivery model which was scaled to a larger number of riders than can reasonably be expected.

Upon reviewing the report mentioned above, Driverseat, a transportation solution company that has a franchise in Owen Sound, contacted staff. Driverseat proposed a service model that is responsive to current conditions and that staff feel would meet the needs of residents while achieving all grant requirements. Driverseat has continued to operate safely throughout the pandemic and have policies and procedures in place for infection prevention. Furthermore, staff are recommending that County Council direct staff to single source the contract to Driverseat. Driverseat will provide Grey County with transit operators, six - 10 passenger vehicles and an electronic fare payment platform.

Transit Route Requirements in the Provincial Grant

In order to fulfill the requirements of the grant, Grey County is required to operate a conventional transit system twice a day with scheduled routes and stops. Routes operating on Highway 26 and 10 are required to operate five days per week, while the Highway 6 route from Owen Sound to Wiarton is required to operate three days per week. Additionally, Grey County staff will establish an MOU with Southgate to authorize Grey County to execute the Provincial Grant and deliver a service on Southgate's behalf.

The first route would operate along Highway 26 from Owen Sound to the Town of The Blue Mountains, five days a week, Wednesday to Sunday. Staff are recommending operating Wednesday to Sunday as these are the busiest days for commercial and tourist activity. Additionally, many businesses are closed in Meaford and Thornbury on Monday and Tuesday. Staff recognize that there is a future need for service on Friday

and Saturday evenings to provide residents with access to employment and entertainment at Blue Mountain Resort. This need will be monitored closely, and proposed schedule revisions and costing brought back for Council consideration when appropriate.

The second route would operate along Highway 10 from Owen Sound to Orangeville, five days a week Monday to Friday. Buses will depart Owen Sound at appropriate times to ensure riders can arrive on time for employment in Grey Highlands or continue travelling to Dundalk, Shelburne and Orangeville.

The third route would operate along Highway 6 from Owen Sound to Wiarton, three days a week, Tuesday, Wednesday and Thursday. Staff will re-evaluate ridership regularly to determine if an increase of service is needed, as well, staff will look for future partnerships with South Bruce Peninsula to extend the route to Sauble Beach during the summer of 2021.

Staff reviewed feedback from County Council, community stakeholders, survey respondents, municipal partners and employers to design a thoughtful and effective transit system. Staff considered shift start and end times, Georgian College class start times, evening entertainment at Blue Mountain Village, connections to Owen Sound Transit, Greyhound, City of Guelph, Orangeville Transit, Go Transit, Simcoe County Linx and Colltrans.

Transit Route along Grey Road 4

In consultation with Hanover and West Grey, staff learned that residents in West Grey access a variety of medical, employment and recreational services offered in Hanover and Walkerton. Residents with no access to a vehicle rely on family/friends or use alternative types of transportation. Staff learned about the positive environmental impacts that could be achieved by offering transit during peak travel times, as many residents commute to work along Grey Road 4, between Flesherton, Durham, Hanover, and Walkerton.

As per County Council's direction staff have considered a route on Grey Road 4. It is the recommendation of staff to implement a route running between Flesherton, Durham, Hanover, and Walkerton. If County Council support development of a route along Grey Road 4, staff would recommend that the route be implemented as the fourth phase of the Grey Transit Route, once all provincial grant requirements for service have been achieved. An alternative option to a conventional transit route would be an on-demand model like Uber or RIDE WELL.

Proposed Grant Service Level and Cost

Proposed Grant Service *						
Route	Service	Operating Days	Trips per Day	Cost per trip	Cost per day	Annual Cost
Highway 26 Owen Sound to Meaford	Five days a week	Wednesday to Sunday	Four trips per day	\$ 110.57	\$ 442.26	\$ 115,000
Highway 26 Meaford to Blue Mountains	Five days a week	Wednesday to Sunday	Four trips per day	\$ 116.44	\$ 465.75	\$ 121,100
Highway 10 Owen Sound to Dundalk	Five days a week	Monday to Friday	Three trips per day	\$ 228.31	\$ 684.92	\$ 178,100
Highway 10 Dundalk to Orangeville	Five days a week	Monday to Friday	Five trips per day	\$ 134.64	\$ 673.18	\$ 175,000
Highway 6 Owen Sound to Wiarton	Three days a week	Tuesday Wednesday & Thursday	Two trips per day	\$ 208.74	\$ 417.48	\$ 65,100
Total Annual Cost						\$ 654,300

*Additional expenses for maintenance, marketing and administration not included.

Cost to operate Grey Road 4						
Route	Service	Operating Days	Trips per Day	Cost per trip	Cost per day	Annual Cost
Grey Road 4 Durham to Walkerton	Two days a week	Monday & Friday	Five trips per day	\$ 180.04	\$ 900.18	\$ 93,600

The cost for Driverseat to operate the proposed service as per the Transfer Payment

Agreement, for the period of September 1 to December 31, 2020 is \$213,911, after recoverable HST. The total cost for Driverseat, maintenance, marketing and administration under the proposed model has a cost of \$ 2,581,939, after recoverable HST over three years as compared to the amount of grant remaining of \$2,511,379, after recoverable HST, resulting in a shortfall of \$70,560. This will need to be considered in the 2021 and 2022 annual budget process.

Staff recommends that the cost to operate a Grey Road 4 service, which is beyond the scope of the grant, for the period of September 1 to December 31, 2020 is \$30,606, after recoverable HST, to be funded from the One-Time Funding Reserve. The total cost for Driverseat for Grey Road 4 is \$280,857, after recoverable HST for a three-year term, with 2021 and 2022 to be included in the annual budget.

The cost to operate both services does not include fare box revenue; depending on ridership this will offset operating costs.

Funding Opportunities

Potential funding opportunities to increase revenue/offset expenditures are as follows:

- Federal and Provincial gas tax funding is used by transit agencies to improve transit in their communities; for example:
 - The City of Mississauga invested their gas tax funding to replace, platforms, roofs and ramps at various transit facilities.
 - The City of Brampton invested their gas tax funding to upgrade transit scheduling software, automated vehicle maintenance monitoring system, and refurbish buses.
 - The City of Kingston invested their gas tax funding to complete a downtown terminal feasibility study and construction.
- Financial contributions from Grey County member municipalities to improve service levels specific to their communities
- Financial contributions from Bruce and Dufferin County to extend services
- Commercial sponsorship
- On vehicle advertising
- Employer fare contributions
- Fare box revenue

Implementation of an On-Demand Transit System

An on-demand transit system would pick people up at a location of their choosing and deliver them to their desired destination. Grey County staff connected with Wellington County to learn about the initial successes, challenges and early wins of the RIDE WELL pilot. Wellington County shared that it is challenging to meet the requests and needs of all riders. Having access to accurate data regarding travel patterns is key to understanding the rider and it takes time to build ridership.

The development of an on-demand system would be of benefit to many Grey County residents. However, it would be expensive. The costs associated with operating an on-demand transit system like the RIDE WELL pilot would include a one-time set up fee of approx. \$25,000, an annual Project fee of approx. \$ 48,000 and a Per vehicle fee: \$2.00 – \$ 2.50 per day. It is important to note that staff wages and vehicle costs have not been included. Wellington County's RIDE WELL transit system is using four door sedan vehicles with a maximum capacity of four passengers and one driver. RIDE WELL fares are charged per person. Fares are set at \$0.60 per kilometer, with a minimum fare of \$5.00 and a maximum fare of \$40.00 each way. The system does not operate on a break-even basis and Wellington County is subsidizing it with additional resources beyond their provincial grant.

Additionally, Grey County has begun preliminary discussions with Uber. Staff feel that there is an opportunity for ridesharing in Grey County and the introduction of Uber would afford many benefits for all residents. Residents would have the opportunity to earn additional income and as independent operators. Staff feel there is an opportunity for cross county collaboration and will be working with Bruce and Dufferin County to discuss the idea of creating the appropriate regulatory framework for Uber to operate in all three counties.

With the introduction of a new style of transit in more rural areas, residents may be concerned about safety. Uber is committed to safety and has the following safety features built into their business model to ensure confidence for all users:

- **In-App Safety Toolkit:** Passengers have immediate access to the Uber app's safety features all in one place, including the ability to share your trip status with friends and family in real time, 24/7 incident support, and an emergency assistance button to call to get help if you need it. The app displays your location and trip details, so you can quickly share them with the emergency dispatcher.
- **Uber works very closely with law enforcement.**
- **Check your ride, every time:** Users can double-check the app for their driver's information to ensure they are getting in the right car by matching the license plate number, the car make and model and driver's photo to the information in the app. Uber's newest feature is PIN verification. On some trips, riders will be asked to provide

their driver with a unique 4-digit PIN before the trip can start.

- **RideCheck:** By using sensors and GPS data, RideCheck can help detect if a trip goes unusually off-course or if a possible crash has occurred. If the app alerts Uber to anything out of the ordinary, they'll reach out to provide riders with the tools to get help.
- **Commitment to keeping women safe:** In Canada, Uber works with experts like YWCA Canada, Woman Abuse Council of Toronto, Toronto Rape Crisis Centre, and the Canadian Centre to End Human Trafficking to help keep people safe and end gender-based crimes in our country.
- **Keeping drivers safe.** All the above safety features, including 24/7 support and the emergency button are available to drivers as well as features like speed limit alerts.

Southwest Community Transit Partnership

Grey County has been approached by SCOR (South Central Ontario Region Economic Development Corporation) to be a part of the Southwest Community Transit (SCT) association. SCT's mandate is to coordinate the delivery of inter-community public transportation services in southwest Ontario, share information and develop best practices, identify economies of scale through shared purchasing and operating agreements, and act as a common voice to support long-term sustainable transit funding.

It would be beneficial for Grey County to join the SCT and support the development of a seamless experience for riders including; routes and schedules, fare structures, policies, signage, technology, marketing and promotions. In addition to Grey County, the following municipalities are considering joining SCT: Brant County, Municipality of Lambton Shores, Middlesex County, Norfolk County, City of Owen Sound, Oxford County, Perth County, City of Stratford, Township of Strathroy-Caradoc and the Town of Tillsonburg. On July 2nd, an article was published in the Woodstock Sentinel-Review discussing the Southwest Community Transit initiative.

Next Steps

Upon County Council direction, staff will draft an agreement with Driverseat and begin promoting the new service.

Legal and Legislated Requirements

- While the provision of transit services is normally a matter reserved exclusively to lower-tier municipalities, the Provincial Grant awarded to the County gives the County the power, as an upper-tier municipality, to offer transit services as provided for by the Grant (per s. 22 of the Municipal Act) both within and beyond the County's borders

- The MOU with Southgate is necessary to give the County the power to operate in the area covered by Southgate's grant but not the County's grant (per s. 22 and s. 20 of the Municipal Act)
- It is necessary to have MOUs with the Grey lower-tiers that aren't part of the provincial grants (per s. 20 of the Municipal Act) so that the County will have the power to deliver the service in those municipalities
- It is necessary to have MOUs with any non-Grey municipality that the provincial grants don't authorize service to (per s. 19(2) of the Municipal Act)

Financial and Resource Implications

The cost for Driverseat to operate the proposed service as per the Transfer Payment Agreement, for the period of September 1 to December 31, 2020 is \$213,911, after recoverable HST. The total cost for Driverseat, maintenance, marketing and administration under the proposed model has a cost of \$ 2,581,939, after recoverable HST over three years as compared to the amount of grant remaining of \$2,511,379, after recoverable HST, resulting in a shortfall of \$70,560. This will need to be considered in the 2021 and 2022 annual budget process.

Staff recommends that the cost to operate a Grey Road 4 service, which is beyond the scope of the grant, for the period of September 1 to December 31, 2020 is \$30,606, after recoverable HST, to be funded from the One-Time Funding Reserve. The total cost for Driverseat for Grey Road 4 is \$280,857, after recoverable HST for a three-year term, with 2021 and 2022 to be included in the annual budget.

Relevant Consultation

Grey County Legislative Services, Finance Department & Transportation Services

Grey County and City of Owen Sound Accessibility Committees

Grey County

- Municipality of Chatsworth
- Municipality of Georgian Bluffs
- Municipality of Grey Highlands
- Municipality of Southgate
- Municipality of West Grey
- Municipality of Meaford
- The Town of Blue Mountains
- The Town of Hanover
- City of Owen Sound

Bruce County

- Municipality of South Bruce Peninsula

- Municipality of North Bruce Peninsula

Dufferin County

- Town of Orangeville
- Town of Shelburne

Simcoe County

Appendices and Attachments

[CAOR-CW-10-20 Community Transit Update- Route Details](#)

[Project Summary to Date](#)

Visit responsibly and be prepared.

- Obey all signs.
- Maintain physical distancing (2 metres).
- Have a face covering handy.
- Give space to allow others to pass, when safe to do so.
- Understand washrooms may be closed.
- Pack out all your garbage.
- Carry water and hand sanitizer.

Too Crowded?

Grey County is full of trails, lookouts and other points of interest just waiting to be discovered. Check out nearby locations on our **Outdoor Activity Map** at [VisitGrey.ca](https://www.visitgrey.ca) or by scanning this code!



[VisitGrey.ca](https://www.visitgrey.ca)



Township of Southgate

Administration Office

185667 Grey Road 9, RR 1

Dundalk, ON N0C 1B0

Phone: 519-923-2110

Toll Free: 1-888-560-6607

Fax: 519-923-9262

Web: www.southgate.ca

Staff Report CAO2020-051

Title of Report: Southgate Community Historical Identity Signage & Economic Development Benefits

Department: Administration

Council Date: August 5, 2020

Council Recommendation:

Be it resolved that Council receive Staff Report CAO2020-051 as information; and **That** Council provide direction and feedback to staff on developing a plan, signage and process to engage members of the community, Southgate schools, students and area historians to develop stories on history of our lost hamlet identity in the rural areas of the Township for this historical information to be posted as a tourism feature of our community.

Background:

The CAO was approached a few years ago and again recently by a member of the community requesting the Township should consider creating a history for some of the rural hamlets that are losing their identity and stories over time. This request was to erect signage and document the story about "Campbell's Corners" in Southgate, former Proton Township. There are 2 people interested in seeing that this gets done and offered to assist with funding the cost of the signage.

We have many unique names, community identity locations and stories that will be lost in time if some of these places are not located by signs and the history documented for future generations and visitors to our community to experience and enjoy. From my initial research we have Bethel, Birdell, Boothville, Gildale, Keldon, Kingscote, Lankerton, Riverside, Robbtown, Tartan, Thistle, Ventry, and Yeovil. I am sure others will be identified in time. There are likely other stories out there about the old one room schoolhouse locations like Swamp College, Hillside Academy, etc. that should also be captured in time.

Staff Comments:

The Plan to Implement the Project

The plan would be to first identify and engage the community to find all the historic locations in Southgate that have a story. As part of that process we would seek out sponsors for each location, if possible. If we are fortunate, we will be able to find a historian with information to provide some of the stories for each hamlet or historic location. Staff suggest we could work with the local schools and create a project for Grade 7 and 8 students to gather and write these stories by contacting seniors by phone in our community or through researching on the internet and local history books. The information would be posted on the Township or Library website as the host of the stories so they can be found by tourist traffic in our community, read by library patrons and updated as new history is received.

The 2 or 4 location signs (4 if corner location) would be erected with the name of the Hamlet or the historically significant site and an identifier QR code to access the story electronically at the location. The QR code provides an access to social media platforms through mobile devices and access to a landing page to access the historical information for each of the locations. The QR codes can also be used to promote the information profiles of other historical locations, places of community interest and places of commerce across the Township. An example of a QR code is included in this staff report as Attachment #1.

Community Benefit

This project will be an effort to capture the past history of our lost hamlet communities, to engage our youth to gather and document the historical information, to promote tourism experiences and identify farm gate sales/experience locations for visitors. The QR code for each site will launch the site information, promote other historic Southgate communities as part of the experience and provide access to other areas of interest in the Township.

The Township is rich in rural history and culture for visitors to experience. At the same time we would promote the rural commerce by advertising farm gate sale locations (produce, furniture, services and manufactured goods) through the Grown in Grey sign program, recreational locations (golf courses and trails), visual destinations (Holstein pond) and experiential opportunities (buggy rides, etc.).

Financial Impact or Long-Term Implications

There is no financial impact to the municipality as a result of this report other than signage costs, if there is not a sponsor found for the location, a signpost and staff time to install the signage.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Goal 1 - Attracting New and Supporting Existing Businesses and Farms

Action 1: The residents and businesses of Southgate envision a growing and diverse local economy, which respects our agricultural background while also attracting new businesses and new employment opportunities in keeping with the renewed growth of our population.

Concluding Comments

1. That Council receive staff report CAO2020-051 as information.
2. That Council provide feedback to staff on this idea of this project as an economic development and tourism strategy for Southgate.

3. Maybe we need to do more of this type of initiative, to make more people "SMILE" in our community and learn our history. To report specifically on the issue of the "SMILE" sign, initially it started out with a bit of controversy between two Facebook groups. Since that time, I would suggest that it has disappeared or subsided and we are now receiving very positive comments that we should take advantage of this signage and promote in our community. I suggest that we make it a positive, as it is meant to be, and to promote Southgate as a welcoming and inclusive community. We are now seeing smaller versions of this sign and an offer from the group to locate one on the Library property. We could make it a part of this promotion. Maybe these hamlet signs could incorporate the word smile as a way to promote the locations. Something like the sign saying "CAMPBELL'S CORNER A Place to SMILE", could be a way to promote this program.

Respectfully Submitted,

CAO approval: Original Signed By

Dave Milliner – CAO

dmilliner@southgate.ca 923-2110 x210

- Attachment 1 – Sample QR Code for Historic Location Signs

Sample QR Code for Historic Location Signs



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Staff Report CAO2020-052

Title of Report: Grey County-Southgate Land Use Agreement for the
New Dundalk Health Clinic Property

Department: Administration

Council Date: August 5, 2020

Council Recommendation:

Be it resolved that Council receive staff report CAO2020-052 as information; and

That Council approve the Grey County-Southgate Land Use Agreement as presented to support site work contractors to complete investigation on the property for development of construction plans for the new parking area and building for the new Dundalk Health Clinic for South East Grey Community Health Centre project; and

That Council consider approval of the Agreement at the August 5, 2020 meeting by Municipal By-law to direct the Mayor and Clerk to sign the document.

Background:

In 2017 Southgate partnered with the South East Grey Community Health Centre (SEGCHC) to establish the Erskine Health Clinic in Dundalk.

The goals of SEGCHC are to deliver more health services and programs closer to the community, increase participation and make them accessible so that user fees and the cost of travel is not a deterrent. SEGCHC has increased health clinic services in Dundalk as they committed through the Erskine Clinic and continue to ramp up delivery based on the demand for their services. They continue work at short term (1 to 2 years) solutions to increase capacity at the Erskine Clinic. They are also developing and creating partnership agreements with other medical service providers in Dundalk to have consistent and accessible medical services in Dundalk.

Southgate staff have been working with SEGCHC staff on a long term plan to locate a 10,000 to 12,000 square foot full service Health Clinic in Dundalk. The structure of the Clinic proposal plan would be that Southgate would lease land to SEGCHC. The SEGCHC would apply to the Ministry of Health for capital infrastructure funding to construct and to the LHIN for operation dollars. This would be a 5 to 7 year project that would locate a full service Health Clinic to serve the Dundalk Community.

SEGCHC and Southgate staff have developed a SEGCHC-Southgate Land Lease Agreement to construct a Medical Centre/Health Clinic as described earlier in this staff report.

In 2018 the SEGCHC Board approved the Executive Director to apply for capital funding from the Ministry of Health for the construction of a Medical Centre/Health Clinic in Dundalk. South East Grey Community Health Centre (SEGCHC) has now received approval by the Health LHIN to proceed and request Ontario Health Building design funding. SEGCHC Executive Director Allan Madden is now in discussion with Ontario Health Capital Branch with the application lead contact to advance the project approval, which is a big step.

At the July 4th, 2018 Council meeting staff report CAO2018-085 was presented titled, "South East Grey Community Health Centre (SEGCHC) and Southgate Land Lease Agreement to Construct a Medical Centre/Health Clinic to provide Primary Care and Social Support Services". Council approved the following motion and by-law at this meeting to execute the agreement:

Moved by Councillor Dobreen, Seconded by Councillor Pallister;

Be it resolved that Council receive staff report CAO2018-085 as information; and

That Council approve the South East Grey Community Health Centre (SEGCHC) Southgate Land Lease Agreement as presented to construct a Medical Centre/Health Clinic to deliver their services and programs in the Dundalk community; and

That Council consider approval of the SEGCHC-Southgate Land Lease Agreement at the July 4, 2018 meeting by Municipal By-law 2018-085.

Carried. No. 2018-450

A copy of the land lease agreement is included in this staff report as Attachment #1, as reference document since it was approved in a previous term of Council.

Moved by Councillor Dobreen, Seconded by Councillor Pallister;

Be it resolved that by-law number 2018-085 being a by-law to authorize an agreement between the South-East Grey Community Health Centre and the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried. No. 2018-459

SEGCHC staff have now executed an agreement with Flato Developments President Shakir Rehmatullah on participating in supporting of a new Medical Centre Building Project. The details of the gift conditions are included in the agreement with the highlights being the facility naming rights of the building being the "FLATO Community Health Centre Dundalk" and the right to have a director position on the

SEGCHC Board of Directors. This agreement still allows room or areas inside the building to be named as SEGCHC and Southgate feel that is appropriate. The agreement is a \$1,000,000 dollar contribution over a 20 year period to complete the project.

Grey County Support Approval of the Project

PDR-CW-27-20 Dundalk Medical Health Clinic Potential Use of County Land Planning report and support for the project was approved at the Grey County Council Committee of the Whole meeting on May 28th, 2020, through the following motion:

Moved by: Councillor Woodbury **Seconded by:** Councillor Paterson

That Report PDR-CW-27-20 which provides an overview of a proposed medical health centre in the community of Dundalk, Township of Southgate, be received which includes the proposed use of lands currently owned by the County for additional parking; and

That the proposed medical health centre be supported in principle and that staff be directed to work with the Township of Southgate and the South East Grey Community Health Centre to address any matters regarding the land in terms of potential land transfers and/or lease agreements that will be required to move forward with this proposal.

CW98-20 Carried

Staff Comments

The purpose of this report is to approve an agreement with the County of Grey that will allow contractors hired by SEGCHC and/or Southgate to complete site work on Grey County property by meeting the conditions of the agreement related to insurance, Health & Safety, WSIB coverage, etc.

The next step in the land transaction process is to develop an agreement between Grey County and the Township of Southgate to complete the transaction to transfer ownership of the land to Southgate with conditions of developing a rail trail parking lot and the rail trail lands as presented in the site plan document.

Financial Impact or Long Term Implications

There is no financial impact to the municipality as a result of this report to the 2020 budget. The SEGCHC Dundalk Clinic project funding will be covering the costs associated with agreement, survey, soil assessment, design and construction.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Goal 3 - Promoting Health Services and Housing Choices

Action 3: The residents and businesses of Southgate envision a caring community which meets the needs of all ages and incomes for a healthy and comfortable life, even as our population grows and changes.

Strategic Initiatives 3-B (2019-2023):

The Township will have been a significant advocate for and contributor to a new and expanded South East Grey Community Health Centre clinic in Southgate.

Concluding Comments:

1. That Council receive this staff report as information; and
1. That Council approve the new Dundalk Health Clinic Grey County and Southgate Land Use Agreement as presented to proceed with the new Medical Health Clinic site planning and development work for the project to support the project process; and
2. That Council consider approval of this agreement by Municipal By-law at the August 5, 2020 meeting.

Respectfully Submitted,

CAO approval: Original Signed By

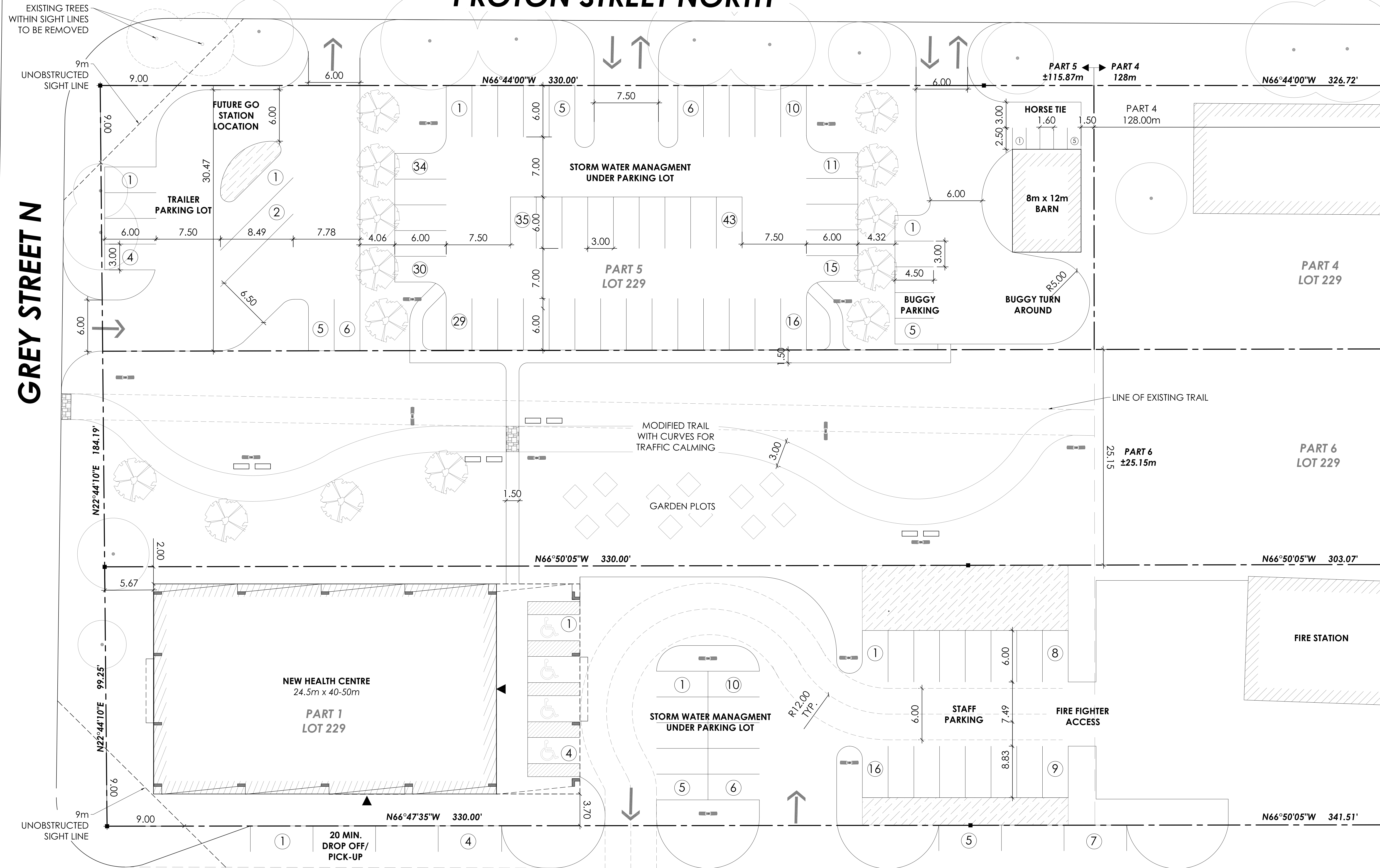
Dave Milliner – CAO dmilliner@southgate.ca 519-923-2110 x210

- Attachment #1 – Grey County-Southgate Land Use Agreement
- Attachment #2 – New Dundalk SEGCHC Clinic Draft Site Plan

GREY STREET N

PROTON STREET NORTH

DUNDALK STREET



<div>DRAWING NOTES:</div> <div>1. This drawing is the exclusive property of Lloyd Hunt, Architect and the reproduction of any part without prior written consent of this office is strictly prohibited.</div> <div>2. The contractor shall verify all dimensions, levels, and datums on site and report any discrepancies or omissions to this office prior to construction.</div> <div>3. This drawing is to be read and understood in conjunction with all other plans and documents applicable to this project.</div> <div>4. Do not scale the drawings.</div>	NO.	ISSUE / REVISION	DATE	KEY PLAN:	<div>TRUE NORTH:</div> <div></div>	PARKING SUMMARY		<div><div><div><div></div><div></div><div></div></div><div>LLOYD HUNT</div><div>ARCHITECT</div><div>21 station street</div><div>GLENHURON ontario L0M 1L0</div><div>705 466 3111</div></div><div><div>DUNDALK COMMUNITY HEALTH CENTRE</div><div>PROTON STREET</div><div>DUNDALK, Ontario</div></div></div>	Drawing Title	
	1	PRELIMINARY SITE PLAN "SCHEME A"	20.04.20			PARKING DESIGNATION	NUMBER OF PARKING SPACES		SITE PLAN	
	2	PRELIMINARY SITE PLAN "SCHEME B"	20.04.27			PUBLIC PARKING LOT	43 SPACES		Drawing By: E.B.	Checked By: L.H.
	3	UPDATED WITH LEGAL INFORMATION	20.05.01			TRAILER PARKING LOT	6 SPACES			
	4	SITE PLAN REVISIONS	20.06.18			BUGGY PARKING LOT	5 SPACES		Drawing No. SP-01	
	5	SITE PLAN REVISIONS	20.06.22			STAFF PARKING LOT	26 SPACES			
						ROAD SIDE PARKING	7 SPACES			
						BARRIER FREE PARKING	4 SPACES			
						TOTAL: 91 SPACES	134			

Committee Report

To:	Warden McQueen and Members of Grey County Council
Committee Date:	May 28, 2020
Subject / Report No:	PDR-CW-27-20
Title:	Overview of Proposed Dundalk Medical Health Centre and Potential Use of County Owned Lands for Associated Parking and Trail Crossing
Prepared by:	Randy Scherzer
Reviewed by:	Kim Wingrove
Lower Tier(s) Affected:	Township of Southgate
Status:	

Recommendation

1. That Report PDR-CW-27-20 which provides an overview of a proposed medical health centre in the community of Dundalk, Township of Southgate, be received which includes the proposed use of lands currently owned by the County for additional parking; and
2. That the proposed medical health centre be supported in principle and that staff be directed to work with the Township of Southgate and the South East Grey Community Health Centre to address any matters regarding the land in terms of potential land transfers and/or lease agreements that will be required to move forward with this proposal.

Executive Summary

The Township of Southgate approached County staff regarding a proposed medical health centre in Dundalk. The proposed medical health centre would be located on lands owned by the Township of Southgate and the lands would be leased to the South East Grey Community Health Centre. The lands are located adjacent to the CP Rail Trail and are directly west of the Dundalk Fire Department. The lands are not large enough to accommodate all the parking required for the medical health centre and therefore Southgate has asked if the County would consider them utilizing some of the lands owned by the County for overflow parking as well as for users of the CP Rail Trail and the community as a whole. A trail crossing would also be proposed to connect the

parking areas to CP Rail Trail and to the medical health centre. The County would need to retain at a minimum the rail trail corridor (approximately 25 metres in width) in accordance with the County Official Plan. Should Council support this proposal in principle, County staff would work with the Township of Southgate and the South East Grey Community Health Centre to finalize the details regarding the design of these uses while ensuring that the risk and liability to trail users is minimized. County staff would also work on the details regarding potential land transfers/leases including associated agreements that will be required to move forward with this proposal.

Background and Discussion

The Township of Southgate approached County staff about a proposed medical health centre in Dundalk. The medical health centre would be located on lands owned by the Township of Southgate that are at the corner of Dundalk Street and Grey Street West (see Figure 1). The subject lands are directly adjacent to the CP Rail Trail and are also located west of the Dundalk Fire Department. The medical health centre would be operated by the South East Grey Community Health Centre which currently operates a satellite clinic at 90 Artemesia Street South in Dundalk but they require a larger space.

Figure 2 shows a draft concept plan for the proposed medical health centre. The property owned by Southgate can accommodate some parking including accessible parking spots and parking for staff; however, additional parking will be required. Southgate has asked if the County would consider them utilizing some of the lands owned by the County adjacent to the CP Rail Trail that could be utilized for overflow parking as well as parking for CP Rail Trail users and for the community as a whole.

Part of the proposed parking area would also contain a stormwater management system which would be located under the parking lot. The concept also proposes a trail crossing that would connect the parking areas to the medical health centre. The proposal also includes redesigning the trail by adding curves as a traffic calming measure for motorized vehicles that are permitted on the CP Rail Trail (e.g. ATV's and snowmobiles). A drop off/pick-up area has also been included in the revised concept which is to be located at the front of the Medical Health Centre adjacent to Dundalk Street.

It is anticipated that pedestrian use of the CP Rail Trail in this area will likely increase as a result of the proposed medical health centre. There are also other uses within this block including the Huron Bay Co-op, the Dundalk Fire Department and the Dundalk Library which could also add to the pedestrian movement in and around this area. Motorized vehicles such as ATV's and snowmobiles are currently permitted on the CP Rail Trail and therefore there is a potential increased risk for County liability for injuries and damage that could result along the trail. This risk can be minimized through trail

design and trail crossing design. County staff have recommended that the Township consider adding sidewalks within this village block to provide further options for pedestrian movement between the proposed parking areas and the various uses. Trail maintenance and trail crossing maintenance within this village block will also need to be considered as part of any agreement with Southgate and/or the South East Grey Community Health Centre.

County staff and Grey Sauble Contract staff who help manage the CP Rail Trail have reviewed the proposed concept plans and suggested some revisions which have been incorporated into the latest draft concept plan. These include traffic calming measures, signage including stop signs at the trail crossing and warning signs of trail crossing ahead, lighting to illuminate the parking areas and the trail crossing, as well as having different materials to distinguish the trail crossing from the actual CP Rail Trail. These measures will help to minimize any potential risk and liability associated with the trail crossing as well as the use of the trail by pedestrians within this village block. Any agreements between the County, the Township of Southgate and South East Grey Community Health Centre would also address any liability with respect to the use of the trail and the trail crossing.

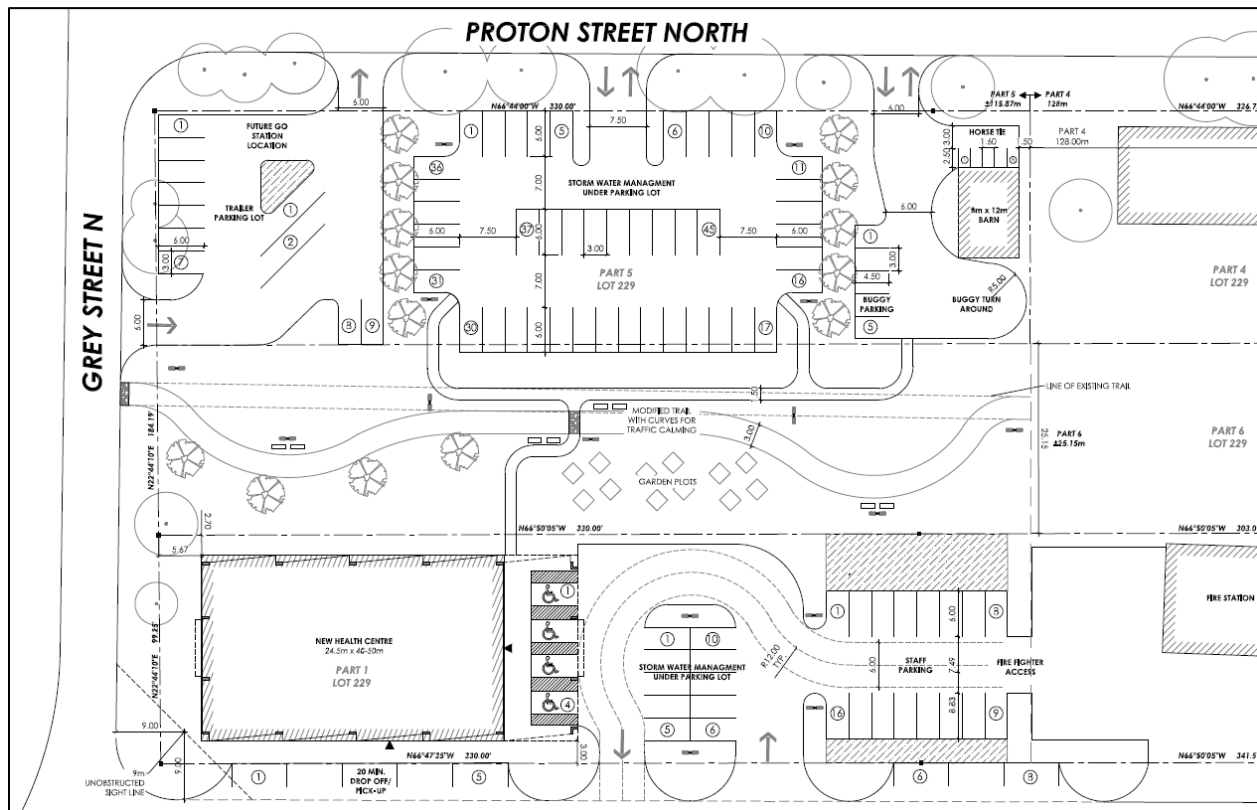
County staff see this an opportunity to improve the trail within this area of Dundalk as currently there are sections of the trail where it is difficult to determine what is the trail versus what are parking areas/trail crossings. County staff recommends that the trail improvements be considered for the entire village block. The design concept also includes benches, landscaping and garden plots as features adjacent to the CP Rail Trail. Having additional parking adjacent to the CP Rail Trail will also provide opportunities for residents and visitors to park and to enjoy the CP Rail Trail. Adding parking facilities adjacent to the CP Rail Trail is an action item that is recommended in the County's Recreational Trail Master Plan. County staff also see this as an opportunity to 'clean up' land ownership and leasing arrangements in this area as there are currently buildings that appear to encroach on the actual CP Rail Trail corridor in the village block.

Figure 1 – Subject Lands



The County would need to maintain at a minimum the actual CP Rail Trail corridor in accordance with the County Official Plan. The CP Rail Trail corridor is approximately 25 metres in width (lands identified in red on Figure 1). The County Official Plan identifies that the County will retain the CP Rail Trail corridor not only for the current use as multi-use recreational trail but also in case rail were to ever return to Grey County. Based on the Official Plan policies, it will be important to include provisions in the agreement(s) with Southgate and/or the South East Grey Community Health Centre to note the potential for rail to return and if rail should return that features and amenities may need to be removed in order to accommodate rail. In speaking with County Legal staff, the legal aspects regarding rail can be quite complex and therefore we may need to engage a lawyer that specializes in rail in order to assist the County with respect to these matters. The County also currently leases land to Huron Bay Co-op within this block and therefore it would be beneficial to clearly identify the part that is leased through a surveyed reference plan.

Figure 2 - Concept Plan of Proposed Medical Health Centre and Parking Areas



Should Council support the proposal in principle, County staff would work with the Township of Southgate and South East Grey Community Health Centre to work out details with respect to land transfers/leases as well as associated agreements. County staff would also finalize any design details with respect to the trail to ensure that is designed to reduce any risk and liability concerns. County staff would also work with Township of Southgate Planning staff to ensure that any planning matters are addressed. Southgate has noted that a local official plan amendment and a zoning amendment will be required to accommodate the proposed use.

Legal and Legislated Requirements

Planning Act

Municipal Act

The use of County land to provide parking or other land to support a private development engages “bonusing” restrictions. Any agreements reached in this regard will need to ensure that no “bonusing” occurs.

Since motorized vehicles are permitted on the trail area involved, and since the pedestrian presence on the trail in the area would be expected to increase, there is an increased risk for County liability for injuries and damage that result along the trail. Consideration should also be given to the responsibility for trail maintenance that would be required for pedestrians crossing the trail between the parking area and the development. These matters will be considered as part of the agreements with Southgate and/or South East Grey Community Health Centre.

Financial and Resource Implications

All costs associated with the Medical Health Centre, the proposed parking areas and the trail crossing/improvements would be part of the overall expenses associated with the Medical Health Centre and therefore would be paid for by Southgate and/or the South East Grey Community Health Centre. Should the County require legal support for the matters associated with rail there could be some additional costs which we hope can be covered by Southgate and/or the South East Grey Community Health Centre as overall expenses associated with the project.

Relevant Consultation

- ☒ Internal (Clerks, Legal, CAO, Planning Staff,)
- ☒ External (Grey Sauble Contract Staff, Township of Southgate, South East Grey Community Health Centre)

Appendices and Attachments

None

ACCESS AGREEMENT

This Agreement is made effective the 5th day of August, 2020 (the “Effective Date”) between:

THE CORPORATION OF THE COUNTY OF GREY
(the “County”)

- and -

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE
 (“Southgate”)
(each, a “Party” and, collectively, the “Parties”)

WHEREAS Southgate is the registered owner of certain lands situated in the Township of Southgate, in the County of Grey more particularly described in Schedule “A” hereto (the “Southgate Lands”), which lands are depicted in purple in the diagram contained in that Schedule;

AND WHEREAS the County is the registered owner of certain lands situated in the Township of Southgate, in the County of Grey more particularly described in Schedule “A” hereto (the “County Lands”), which lands are depicted in green in the diagram contained in that Schedule;

AND WHEREAS the County is the registered owner of certain lands situated in the Township of Southgate, in the County of Grey more particularly described in Schedule “A” hereto (the “Trail Lands”), which lands are depicted in yellow in the diagram contained in that Schedule and which lands are used by the County as a public multi-use trail known as the “CP Rail Trail”;

AND WHEREAS Southgate is considering the development of the Southgate Lands and has requested that the County consider transferring or leasing some or all of the County Lands to Southgate for the purposes of vehicle parking to benefit the Southgate Lands and to grant Southgate certain rights in the Trail Lands to construct pedestrian accesses between the Southgate Lands and the County Lands and to install certain related fixtures, including lighting;

AND WHEREAS Southgate proposes to carry out certain investigations in the County Lands and the Trail Lands in support of the development presently under consideration, and to have a survey prepared of them;

AND WHEREAS the Parties have agreed that it would be mutually beneficial to outline the terms and conditions pursuant to which the County will provide its consent to Southgate accessing the County Lands and the Trail Lands to carry out such investigations and survey work;

NOW THEREFORE in consideration of the mutual terms, conditions and covenants contained herein, the sum of Ten Dollars (\$10.00) now given by each party to the other, and the exchange of other good and valuable consideration (the receipt and sufficiency of all of which is confirmed) the Parties agree and covenant with each other as follows:

1. DEFINITIONS AND INTERPRETATION

1.1. Definitions:

- (a) “County Costs” means the reasonable and verifiable costs and expenses of the County, including the cost of labour, equipment and materials, plus a reasonable overhead charge of 10%;
- (b) “County Representative” means the Director of Planning of the County or the individual designated by him or her;

- (c) "Emergency" means an unforeseen situation where immediate action must be taken to preserve the environment, public health, safety or an essential service;
- (d) "Site" means the County Lands and the Trail Lands excepting any Third-Party Lands as defined in section 2.4 below;
- (e) "Users" means Southgate's officers, employees, agents, invitees, consultants and contracting parties;
- (f) "Work" means any activity by any person engaged or directed by Southgate and any of its employees, consultants, agents, contractors or sub-contractors;

and the terms defined in the recitals above have the same meaning.

1.2. The recitals above are true in substance and fact.

2. USE OF SITE

- 2.1. The County hereby consents to Southgate accessing and using the County Lands and the Trail Lands for the purpose of the technical evaluation of the County Land for its proposed use for vehicle parking and the Trail Lands for the use of pedestrian access between the County Lands and the Southgate Lands (collectively, the "Access Purposes"), and for such purposes grants Southgate a limited license to access the County Lands and the Trail Lands, which license may be enjoyed by Southgate and its Users (the "License").
- 2.2. The License includes Work carried on in support of the Access Purposes and any other Work as may be approved by the County Representative including, but not limited to, any survey work on the County Lands and the Trail Lands, provided that all Work to be carried on is subject to the terms and conditions of this Agreement and to be performed in accordance with all applicable municipal by-laws, rules, policies, standards and guidelines ("Municipal Rules").
- 2.3. Southgate agrees that neither it nor its Users, in the exercise of their rights under this Agreement, may interfere with the use and enjoyment of the Trail Lands, except as may be reasonably necessary to carry out Work.
- 2.4. Southgate acknowledges that it is aware of certain areas within the Trail Lands which are occupied by third parties (the "Third-Party Lands"), and agrees that, notwithstanding anything else in this agreement, that the License granted herein does not extend to carrying on any Work on the Third-Party Lands except for survey work. Southgate agrees that neither it nor its Users shall disturb the use to which any of the Third-Party Lands are put.
- 2.5. The County makes no representations or warranties as to the state of repair of the Site or the suitability or fitness of the Site for any activity or purpose whatsoever, and Southgate hereby agrees that the User's entry onto the Site is on an "as is" basis.
- 2.6. The Parties acknowledge and agree that the use of the Site under this Agreement shall not create nor vest in Southgate any ownership or property rights in the Site, and that this Agreement does not create any relationship between the Parties in the nature of a partnership or joint venture or establish any other common intention or purpose.

3. PERMISSION TO CONDUCT SPECIFIC WORK

- 3.1. Unless otherwise agreed to by the County, Southgate shall, prior to any Work

being undertaken submit the following to the County Representative:

- (a) plans of the proposed Work, showing the nature and locations where the Work is proposed to take place and the remediation Work to return the Site to its original condition;
- (b) a Field Work Request Form (in the form attached as Schedule "B" or as may later be modified or replaced from time to time by the County) for all Work which requires vehicular access to the Site across the Trail Lands or which may impact the Trail Lands or may cause the CP Rail Trail to be closed no less than five (5) Working Days prior to the intended work commencing, in order to ensure that the intended work does not conflict with any other scheduled work or special events on the CP Rail Trail; and
- (c) information as to who will do the Work at the Site and confirmation that such person(s) have full Workplace Safety and Insurance Board coverage or alternate satisfactory insurance coverage against workplace injury and confirmation of insurance against liability claims of any person not a party to this Agreement in an amount not less than \$2 million per incident.

- 3.2. No Work proposed by Southgate pursuant to section 3.1 may be commenced until the County's consent is provided by the County Representative, which consent shall not be unreasonably withheld.

4. MANNER OF WORK

- 4.1. All Work shall be conducted and completed in accordance with all applicable laws, the Municipal Rules and the plans provided to obtain the consent contemplated in Article 3 of this Agreement.
- 4.2. The County may order the stoppage of the Work for any Emergency, other *bona fide* municipal purpose or cause relating to public health and safety or for non-compliance with section 4.1.
- 4.3. Southgate and the County shall provide to each other a list of 24-hour emergency contact personnel, available at all times, including contact particulars, and shall ensure that the list is kept current.

5. REMEDIAL WORK

- 5.1. Following the completion of any Work, Southgate shall leave the Site in a neat, clean, and safe condition free from nuisance and as close as possible to the condition of the Site prior to the Work, all subject to the satisfaction of the County.

6. FEES AND OTHER CHARGES

- 6.1. Southgate covenants and agrees to pay to the County the County Costs relating to any Work the County is left to do in order to achieve compliance by Southgate and its Users with this Agreement,

7. TERM AND TERMINATION

- 7.1. This Agreement shall have a Term of one year commencing on the Effective Date.
- 7.2. Either Party may terminate this Agreement without further obligation to the other Party, upon providing at least twenty-four (24) hours' notice. Notwithstanding the expiry or earlier termination of this Agreement, each Party shall continue to be

liable to the other Party for all payments due and obligations incurred hereunder prior to the date of such expiry or termination.

8. INSURANCE

8.1 Southgate shall during the entire term of this Agreement and any renewals thereof, at its own cost and expense, take out and keep in full force the following insurance coverage with respect to all activities arising from this Agreement and shall provide proof thereof (by way of a copy of a certificate of insurance) to the County. This insurance shall be primary, non-contributing with and not excess of any other insurance available to the County. The policies shall be underwritten by an insurer licensed to do business in the Province of Ontario. Such policies shall include but not be limited to:

- (a) General Liability insurance on a per occurrence basis for an amount of not less than Five Million Dollars (\$5,000,000); such policy to include, but not be limited to, non-owned automobile liability; personal injury; broad form property damage; blanket contractual liability; owners and contractors protective liability; products and completed operations liability; contingent employers' liability; and, shall include cross liability and severability of interest clauses, in which the Corporation of the County of Grey shall be named as an Additional Insured thereunder, with respect to the operations, acts and omissions of Southgate and its Users relating to Southgate's obligations under this Agreement, and which policy shall not be invalidated as respects the interests of the County by reason of any breach or violation on any warranties, representations, declarations or conditions; and
- (b) Automobile Liability insurance for an amount not less than Two Million Dollars (\$2,000,000) on forms meeting statutory requirements covering third party property damage and bodily injury liability (including accident benefits) covering all licensed vehicles used in any manner in connection with the performance of the terms of this Agreement and as required by applicable laws.

9. LIABILITY AND INDEMNIFICATION

9.1 For the purposes of this Article 9, the following definitions shall apply:

- (a) "County" means the County and its elected and appointed officials, officers, employees, contractors, agents, successors and assigns;
- (b) "Claims" means any and all claims, actions, causes of action, complaints, demands, suits or proceedings of any nature or kind;
- (c) "Losses" means, in respect of any matter, all losses, damages, liabilities, deficiencies, Costs and expenses;
- (d) "Costs" means those costs (including, without limitation, all legal and other professional fees and disbursements, interest, liquidated damages and amounts paid in settlement, whether from a third party or otherwise) awarded in accordance with the order of a court of competent jurisdiction, the order of a board, tribunal or arbitrator or costs negotiated in the settlement of a Claim; and
- (e) "Hazardous Substance" means any harmful substance including, without limitation, electromagnetic or other radiation, contaminants, pollutants, dangerous substances, dangerous goods and toxic substances, as defined,

judicially interpreted or identified in any applicable law (including the common law);

9.2 Indemnification by Southgate

- (a) Southgate shall indemnify the County from Claims, Losses and Costs made by or awarded to any person, including but not limited to Southgate's Users, arising out of activities arising under this Agreement or in connection with the use of the Site by Southgate and its Users, whether or not such Claims, Losses and Costs are caused by the negligence of Southgate or its Users. This indemnity shall extend to protect the County from construction liens by contractors, mechanics, and suppliers (which are expressly prohibited), which shall be deemed to include all purchases of expendables, consumables, and other merchandise.
- (b) In the event of any Claims, the County shall give Southgate timely written notice thereof, and Southgate shall have the right to defend or settle the same to the extent of its interest hereunder. Southgate shall promptly accept all responsibility to defend or settle such matters. Further, in the event it is necessary for the County to incur any expenses whatsoever to enforce this provision, all such expenses shall in their entirety be paid by Southgate.

9.3 Southgate agrees that the County is not responsible, either directly or indirectly, for any damage to the natural environment or property, including any nuisance, trespass, negligence, or injury to any person, howsoever caused, arising from the presence, deposit, escape, discharge, leak, spill or release of any Hazardous Substance in connection with the occupation or use of the Site by Southgate and its Users unless such damage was caused directly by the negligence or wilful misconduct of the County or those for which it is responsible in law.

9.4 Southgate agrees to assume all environmental liabilities, claims, fines, penalties, obligations, costs or expenses whatsoever relating to its use of the Site, including, without limitation, any liability for the clean-up, removal or remediation of any Hazardous Substance on or under the Site that result from:

- (a) The occupation, operations or activities of Southgate or its Users, or by any other person with the express or implied consent of Southgate within the Site; or
- (b) Any equipment brought or placed within the Site by Southgate or its Users, or by any other person with the express or implied consent of Southgate;

unless such damage was caused directly by the negligence or wilful misconduct on the part of the County or those for which it is responsible in law.

10. NOTICES

10.1 Any notice required to be given, served or delivered must be in writing and sent to the other party at the address indicated below, or to such other address as may be designated by notice provided by either party to the other.

If to the County:

County Clerk
County of Grey Administration Building
595 9th Ave East
Owen Sound, ON N4K 3E3

Fax: 519-376-8998
countyclerk@grey.ca

If to Southgate:

Lindsey Green, Acting Clerk
The Township of Southgate
185667 Grey County Road 9
Dundalk, ON N0C 1B0
Fax: 519-923-9262
lgreen@southgate.ca

- 10.2 Any notice to be given by either party to the other shall, in the absence of proof to the contrary, be deemed to have been received by the addressee if delivered personally on the day of delivery, if sent by prepaid registered post, then on the second business day following the registration thereof sent by ordinary mail, then on the fifth business day following the date on which it was mailed; or if sent by facsimile or email on a business day, or the following business day, upon confirmation of successful transmission of the notice.

11 GENERAL

- 11.1 This Agreement, together with the Schedules attached hereto, constitutes the complete and exclusive statement of the understandings between the Parties with respect to the rights and obligations hereunder and supersedes all proposals and prior agreements, oral or written, between the Parties.
- 11.2 In this Agreement, words importing the singular include the plural and vice versa, words importing gender, include all genders.
- 11.3 The division of this Agreement into sections and subsections and the insertion of headings are for convenience of reference only and do not affect the interpretation of this Agreement. Unless otherwise indicated, references in this Agreement to a section, subsection or schedule are to the specified section or subsection of or schedule to this Agreement.
- 11.4 A reference to a statute includes all regulations and rules made pursuant to the statute and, unless otherwise specified, the provisions of any statute or regulation which amends, supplements or supersedes the statute or the regulation.
- 11.5 Where the word “including” or “includes” is used in this Agreement it means “including (or includes) without limitation as to the generality of the foregoing”.
- 11.6 Unless otherwise indicated, references in this Agreement to money amounts are to the lawful currency of Canada.
- 11.7 This Agreement may not be assigned, in whole or in part, without the prior written consent of the other Party.
- 11.8 Each Party shall at all times act reasonably in the performance of its obligations and the exercise of its rights and discretion under this Agreement.
- 11.9 Except as expressly provided in this Agreement, no modification of or amendment to this Agreement shall be effective unless agreed to in writing by the County and Southgate.
- 11.10 The terms and conditions contained in this Agreement that by their sense and context are intended to survive the performance thereof by the Parties hereto shall so survive the completion of performance, the expiration and termination of

this Agreement, including, without limitation, provisions with respect to indemnification and the making of any and all payments due hereunder.

- 11.11 This Agreement shall be governed by the laws of the Province of Ontario and all federal laws of Canada applicable therein.
- 11.12 Failure by either Party to exercise any of its rights, powers or remedies hereunder or its delay to do so shall not constitute a waiver of those rights, powers or remedies. The single or partial exercise of a right, power or remedy shall not prevent its subsequent exercise or the exercise of any other right, power or remedy.
- 11.13 If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable in whole or in part, such invalidity or unenforceability shall attach only to such provision and everything else in this Agreement shall continue in full force and effect.
- 11.14 This Agreement is and shall be binding upon and inure to the benefit of the Parties hereto and their respective legal representatives, successors, and permitted assigns.
- 11.15 Either Party may, in addition to any other remedies it may have at law or equity, seek equitable relief, including without limitation, injunctive relief, and specific performance to enforce its rights or the other Party’s obligations under this Agreement.
- 11.16 This Agreement may be executed in counterparts, each of which is deemed an original, but all of which constitute one and the same agreement. Delivery of an executed counterpart of this Agreement electronically shall be effective delivery of an original executed counterpart of this Agreement.

IN WITNESS WHEREOF the Parties hereto have executed this Agreement by their duly authorized representatives.

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

John Woodbury, Mayor

Lindsey Green, Acting Clerk

THE CORPORATION OF THE COUNTY OF GREY

Paul McQueen, Warden

Heather Morrison, Clerk

SCHEDULE "A"

LEGAL DESCRIPTION OF SOUTHGATE LANDS (OUTLINED IN PURPLE BELOW)

All those lands comprising Part of Lot 229-230 Concession 2 2 South West of the Toronto Sydenham Road Proton Also Known as Canadian Pacific Railway Station Grounds Part 1 16R-9721; Subject to an Easement in Gross over Part 1, 16R-10953 as in GY147874; Township of Southgate, County of Grey.

Roll No.: 420711000144910

PIN: 37315-0135 (LT)

DESCRIPTION OF THE COUNTY LANDS (OUTLINED IN GREEN BELOW)

Part of those lands comprising Part of Lot 229 Concession 2 South West of the Toronto Sydenham Road Proton Also Known as Canadian Pacific Railway Station Grounds being Part of Part 2 16R-9721; Subject to an Easement in Gross over Part 1 16R-9821 as in GY27892; Township of Southgate, County of Grey.

Part of Roll No.: 4207 1100 0147 500

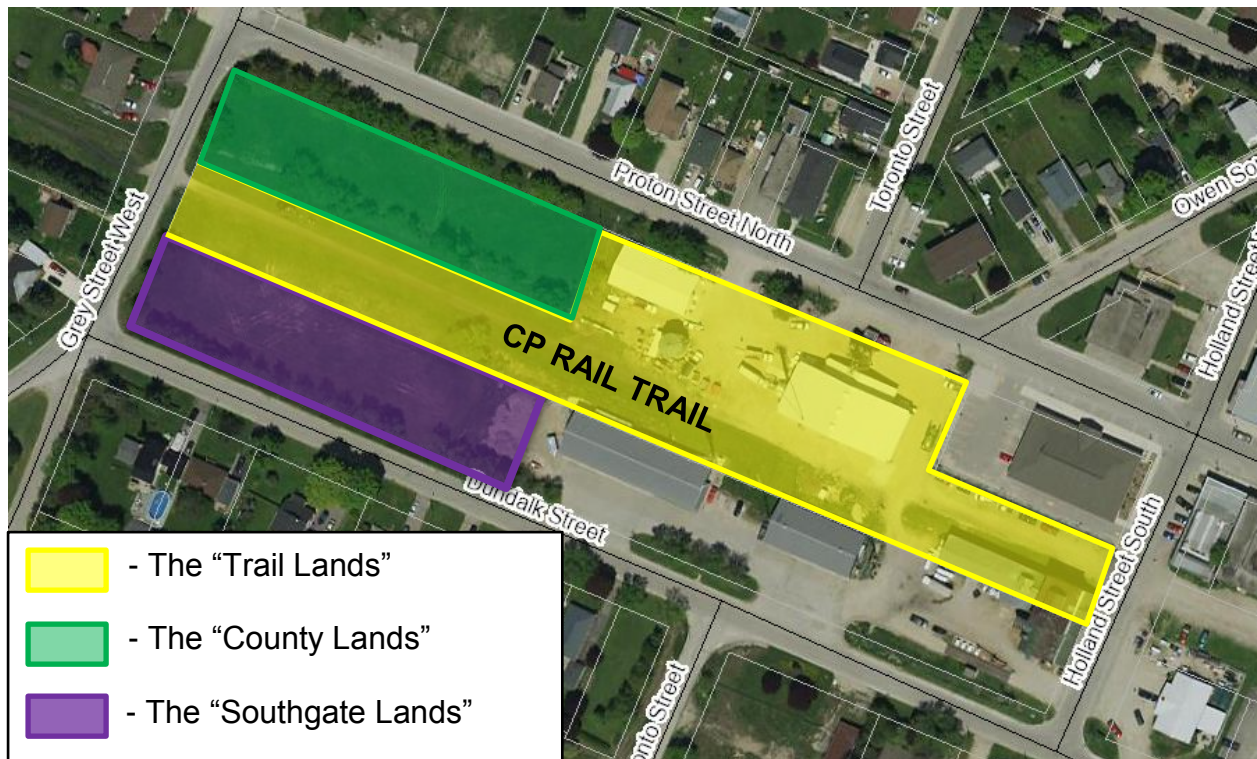
Part of PIN: 37315-0136 (LT)

DESCRIPTION OF THE TRAIL LANDS (OUTLINED IN YELLOW BELOW)

Part of those lands comprising Part of Lot 229-230 Concession 2 South West of the Toronto Sydenham Road Proton Also Known as Canadian Pacific Railway Station Grounds being Part of Part 2 16R-9721; Subject to an Easement in Gross over Part 1 16R-9821 as in GY27892; Township of Southgate, County of Grey.

Part of Roll No.: 4207 1100 0147 500

Part of PIN: 37315-0136 (LT)



Schedule “B” Field Work Request Form



Field Work Request Form

595 9th Avenue East
Owen Sound Ontario N4K 3E3
Phone: 519-376-2205 / Fax: 519-376-7970

THIS FORM IS TO BE COMPLETED BY PARTIES WHO ALREADY POSSESS AN ACTIVE ENCROACHMENT AGREEMENT) WITH THE COUNTY OF GREY

This completed notification must be submitted at least **five (5) Working Days** prior to commencing work on Grey County property by either Fax: 519-376-7970 or email to trails@grey.ca

Company Requiring the Work: _____

Contractor Performing Work: _____

Location of Work: _____

Closest Civic Address (if available): _____

Township/Municipality: _____

Date of Work: _____

Printed Name of Applicant: _____

Signature of Applicant: _____

Contact Phone Number: _____

Duration of Work: _____

Describe any work which may affect CP Rail Trail users: _____

Work Limits: _____

Description of Work: _____

Approved ☐

Not Approved ☐

Grey County Signature: _____

The Corporation of the Township of Southgate

By-law Number 2020-088

**being a by-law to authorize an agreement between The Corporation of the
County of Grey and The Corporation of the Township of Southgate**

Whereas the Municipal Act, 2001, Chapter 25, as amended, Section 5 (3), states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

Whereas Section 8 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues; and

Whereas Section 9 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

Whereas it is deemed necessary and desirable that the Council of the Corporation of the Township of Southgate enact a by-law authorizing the Corporation to enter into an agreement with The Corporation of the County of Grey,

Now therefore be it resolved that the Council of the Corporation of the Township of Southgate enacts as follows:

1. **That** the agreement between The Corporation of the County of Grey and The Corporation of the Township of Southgate, attached hereto at Schedule A is hereby ratified and confirmed; and
2. **That** the Mayor and the Acting Clerk are authorized to sign the agreement on behalf of the Township of Southgate; and
3. **That** where the provisions of any other by-law, resolution or action of Council are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.

**Read a first, second and third time and finally passed this 5th day of
August, 2020.**

John Woodbury – Mayor

Lindsey Green – Acting Clerk

ACCESS AGREEMENT

This Agreement is made effective the 5th day of August, 2020 (the “Effective Date”) between:

THE CORPORATION OF THE COUNTY OF GREY
(the “County”)

- and -

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE
 (“Southgate”)
(each, a “Party” and, collectively, the “Parties”)

WHEREAS Southgate is the registered owner of certain lands situated in the Township of Southgate, in the County of Grey more particularly described in Schedule “A” hereto (the “Southgate Lands”), which lands are depicted in purple in the diagram contained in that Schedule;

AND WHEREAS the County is the registered owner of certain lands situated in the Township of Southgate, in the County of Grey more particularly described in Schedule “A” hereto (the “County Lands”), which lands are depicted in green in the diagram contained in that Schedule;

AND WHEREAS the County is the registered owner of certain lands situated in the Township of Southgate, in the County of Grey more particularly described in Schedule “A” hereto (the “Trail Lands”), which lands are depicted in yellow in the diagram contained in that Schedule and which lands are used by the County as a public multi-use trail known as the “CP Rail Trail”;

AND WHEREAS Southgate is considering the development of the Southgate Lands and has requested that the County consider transferring or leasing some or all of the County Lands to Southgate for the purposes of vehicle parking to benefit the Southgate Lands and to grant Southgate certain rights in the Trail Lands to construct pedestrian accesses between the Southgate Lands and the County Lands and to install certain related fixtures, including lighting;

AND WHEREAS Southgate proposes to carry out certain investigations in the County Lands and the Trail Lands in support of the development presently under consideration, and to have a survey prepared of them;

AND WHEREAS the Parties have agreed that it would be mutually beneficial to outline the terms and conditions pursuant to which the County will provide its consent to Southgate accessing the County Lands and the Trail Lands to carry out such investigations and survey work;

NOW THEREFORE in consideration of the mutual terms, conditions and covenants contained herein, the sum of Ten Dollars (\$10.00) now given by each party to the other, and the exchange of other good and valuable consideration (the receipt and sufficiency of all of which is confirmed) the Parties agree and covenant with each other as follows:

1. DEFINITIONS AND INTERPRETATION

1.1. Definitions:

- (a) “County Costs” means the reasonable and verifiable costs and expenses of the County, including the cost of labour, equipment and materials, plus a reasonable overhead charge of 10%;
- (b) “County Representative” means the Director of Planning of the County or the individual designated by him or her;

- (c) "Emergency" means an unforeseen situation where immediate action must be taken to preserve the environment, public health, safety or an essential service;
- (d) "Site" means the County Lands and the Trail Lands excepting any Third-Party Lands as defined in section 2.4 below;
- (e) "Users" means Southgate's officers, employees, agents, invitees, consultants and contracting parties;
- (f) "Work" means any activity by any person engaged or directed by Southgate and any of its employees, consultants, agents, contractors or sub-contractors;

and the terms defined in the recitals above have the same meaning.

1.2. The recitals above are true in substance and fact.

2. USE OF SITE

- 2.1. The County hereby consents to Southgate accessing and using the County Lands and the Trail Lands for the purpose of the technical evaluation of the County Land for its proposed use for vehicle parking and the Trail Lands for the use of pedestrian access between the County Lands and the Southgate Lands (collectively, the "Access Purposes"), and for such purposes grants Southgate a limited license to access the County Lands and the Trail Lands, which license may be enjoyed by Southgate and its Users (the "License").
- 2.2. The License includes Work carried on in support of the Access Purposes and any other Work as may be approved by the County Representative including, but not limited to, any survey work on the County Lands and the Trail Lands, provided that all Work to be carried on is subject to the terms and conditions of this Agreement and to be performed in accordance with all applicable municipal by-laws, rules, policies, standards and guidelines ("Municipal Rules").
- 2.3. Southgate agrees that neither it nor its Users, in the exercise of their rights under this Agreement, may interfere with the use and enjoyment of the Trail Lands, except as may be reasonably necessary to carry out Work.
- 2.4. Southgate acknowledges that it is aware of certain areas within the Trail Lands which are occupied by third parties (the "Third-Party Lands"), and agrees that, notwithstanding anything else in this agreement, that the License granted herein does not extend to carrying on any Work on the Third-Party Lands except for survey work. Southgate agrees that neither it nor its Users shall disturb the use to which any of the Third-Party Lands are put.
- 2.5. The County makes no representations or warranties as to the state of repair of the Site or the suitability or fitness of the Site for any activity or purpose whatsoever, and Southgate hereby agrees that the User's entry onto the Site is on an "as is" basis.
- 2.6. The Parties acknowledge and agree that the use of the Site under this Agreement shall not create nor vest in Southgate any ownership or property rights in the Site, and that this Agreement does not create any relationship between the Parties in the nature of a partnership or joint venture or establish any other common intention or purpose.

3. PERMISSION TO CONDUCT SPECIFIC WORK

- 3.1. Unless otherwise agreed to by the County, Southgate shall, prior to any Work

being undertaken submit the following to the County Representative:

- (a) plans of the proposed Work, showing the nature and locations where the Work is proposed to take place and the remediation Work to return the Site to its original condition;
- (b) a Field Work Request Form (in the form attached as Schedule "B" or as may later be modified or replaced from time to time by the County) for all Work which requires vehicular access to the Site across the Trail Lands or which may impact the Trail Lands or may cause the CP Rail Trail to be closed no less than five (5) Working Days prior to the intended work commencing, in order to ensure that the intended work does not conflict with any other scheduled work or special events on the CP Rail Trail; and
- (c) information as to who will do the Work at the Site and confirmation that such person(s) have full Workplace Safety and Insurance Board coverage or alternate satisfactory insurance coverage against workplace injury and confirmation of insurance against liability claims of any person not a party to this Agreement in an amount not less than \$2 million per incident.

- 3.2. No Work proposed by Southgate pursuant to section 3.1 may be commenced until the County's consent is provided by the County Representative, which consent shall not be unreasonably withheld.

4. MANNER OF WORK

- 4.1. All Work shall be conducted and completed in accordance with all applicable laws, the Municipal Rules and the plans provided to obtain the consent contemplated in Article 3 of this Agreement.
- 4.2. The County may order the stoppage of the Work for any Emergency, other *bona fide* municipal purpose or cause relating to public health and safety or for non-compliance with section 4.1.
- 4.3. Southgate and the County shall provide to each other a list of 24-hour emergency contact personnel, available at all times, including contact particulars, and shall ensure that the list is kept current.

5. REMEDIAL WORK

- 5.1. Following the completion of any Work, Southgate shall leave the Site in a neat, clean, and safe condition free from nuisance and as close as possible to the condition of the Site prior to the Work, all subject to the satisfaction of the County.

6. FEES AND OTHER CHARGES

- 6.1. Southgate covenants and agrees to pay to the County the County Costs relating to any Work the County is left to do in order to achieve compliance by Southgate and its Users with this Agreement,

7. TERM AND TERMINATION

- 7.1. This Agreement shall have a Term of one year commencing on the Effective Date.
- 7.2. Either Party may terminate this Agreement without further obligation to the other Party, upon providing at least twenty-four (24) hours' notice. Notwithstanding the expiry or earlier termination of this Agreement, each Party shall continue to be

liable to the other Party for all payments due and obligations incurred hereunder prior to the date of such expiry or termination.

8. INSURANCE

8.1 Southgate shall during the entire term of this Agreement and any renewals thereof, at its own cost and expense, take out and keep in full force the following insurance coverage with respect to all activities arising from this Agreement and shall provide proof thereof (by way of a copy of a certificate of insurance) to the County. This insurance shall be primary, non-contributing with and not excess of any other insurance available to the County. The policies shall be underwritten by an insurer licensed to do business in the Province of Ontario. Such policies shall include but not be limited to:

- (a) General Liability insurance on a per occurrence basis for an amount of not less than Five Million Dollars (\$5,000,000); such policy to include, but not be limited to, non-owned automobile liability; personal injury; broad form property damage; blanket contractual liability; owners and contractors protective liability; products and completed operations liability; contingent employers' liability; and, shall include cross liability and severability of interest clauses, in which the Corporation of the County of Grey shall be named as an Additional Insured thereunder, with respect to the operations, acts and omissions of Southgate and its Users relating to Southgate's obligations under this Agreement, and which policy shall not be invalidated as respects the interests of the County by reason of any breach or violation on any warranties, representations, declarations or conditions; and
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- (e) "Hazardous Substance" means any harmful substance including, without limitation, electromagnetic or other radiation, contaminants, pollutants, dangerous substances, dangerous goods and toxic substances, as defined,

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11 GENERAL

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- 11.14 This Agreement is and shall be binding upon and inure to the benefit of the Parties hereto and their respective legal representatives, successors, and permitted assigns.
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IN WITNESS WHEREOF the Parties hereto have executed this Agreement by their duly authorized representatives.

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

John Woodbury, Mayor

Lindsey Green, Acting Clerk

THE CORPORATION OF THE COUNTY OF GREY

Paul McQueen, Warden

Heather Morrison, Clerk

SCHEDULE "A"

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Roll No.: 420711000144910

PIN: 37315-0135 (LT)

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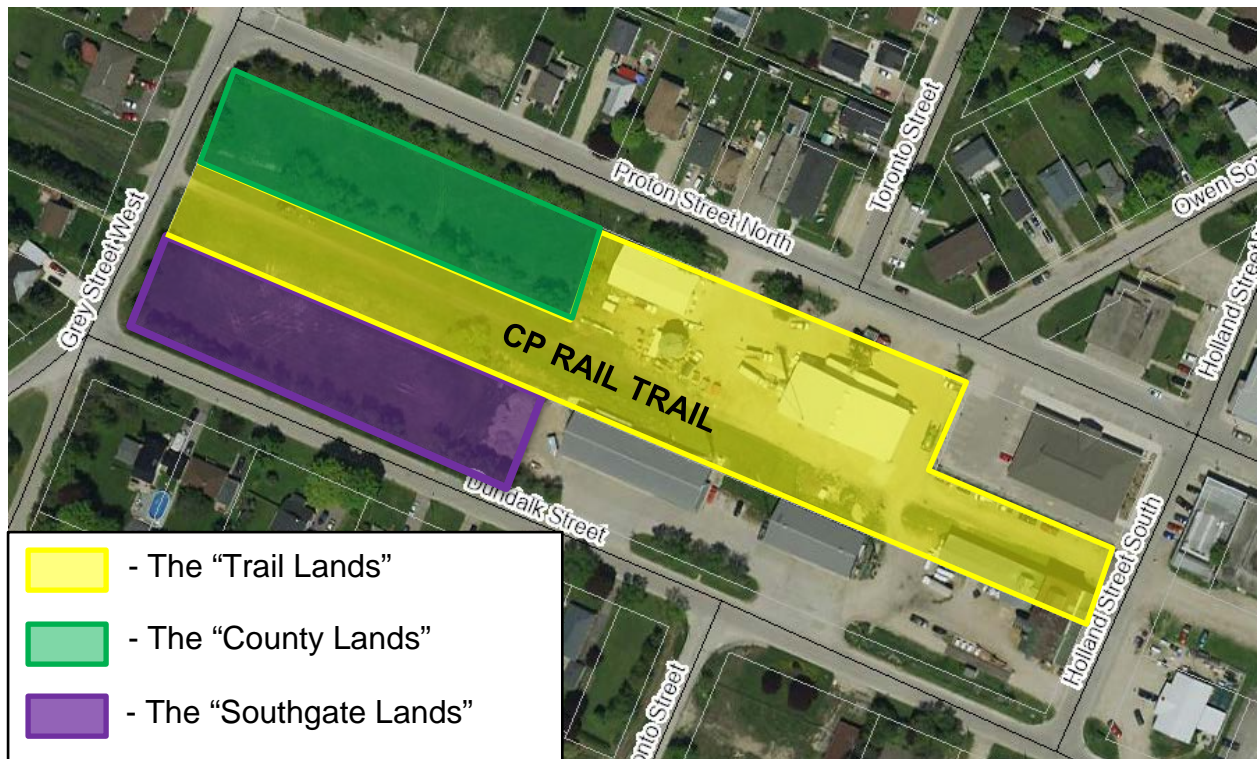
Part of PIN: 37315-0136 (LT)

DESCRIPTION OF THE TRAIL LANDS (OUTLINED IN YELLOW BELOW)

Part of those lands comprising Part of Lot 229-230 Concession 2 South West of the Toronto Sydenham Road Proton Also Known as Canadian Pacific Railway Station Grounds being Part of Part 2 16R-9721; Subject to an Easement in Gross over Part 1 16R-9821 as in GY27892; Township of Southgate, County of Grey.

Part of Roll No.: 4207 1100 0147 500

Part of PIN: 37315-0136 (LT)



Schedule “B” Field Work Request Form



Field Work Request Form

595 9th Avenue East
Owen Sound Ontario N4K 3E3
Phone: 519-376-2205 / Fax: 519-376-7970

THIS FORM IS TO BE COMPLETED BY PARTIES WHO ALREADY POSSESS AN ACTIVE ENCROACHMENT AGREEMENT) WITH THE COUNTY OF GREY

This completed notification must be submitted at least **five (5) Working Days** prior to commencing work on Grey County property by either Fax: 519-376-7970 or email to trails@grey.ca

Company Requiring the Work: _____

Contractor Performing Work: _____

Location of Work: _____

Closest Civic Address (if available): _____

Township/Municipality: _____

Date of Work: _____

Printed Name of Applicant: _____

Signature of Applicant: _____

Contact Phone Number: _____

Duration of Work: _____

Describe any work which may affect CP Rail Trail users: _____

Work Limits: _____

Description of Work: _____

Approved ☐

Not Approved ☐

Grey County Signature: _____



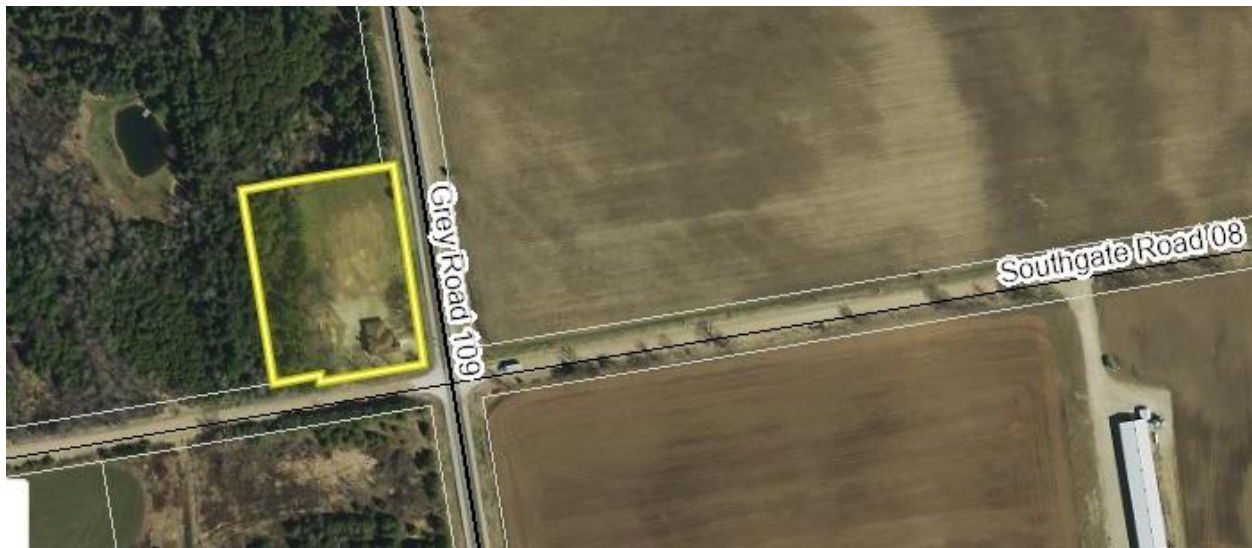
Staff Report PL2020-022

Title of Report: PL2020-022-SP5-20 South Bend School
Department: Clerks
Branch: Planning Services
Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report PL2020-022 for information; and
That Council consider approval of By-law 2020-081 authorizing the entering into a Site Plan Agreement.

Property Location: 391486 Grey Road 109



Proposal

The South Bend School wishes to put on an addition to the existing school. The current school is 163m² and the school is proposing to add another 67.3m² to the north of the structure. To obtain a building permit for the addition, the project must go through site plan control as per the Site Plan Control Bylaw 47-2007.

The proposed addition would be no closer to the road. The site plan outlines where the well, septic system, vehicle and buggy parking, and bike racking will be located. The two elevation drawings also show how the addition will look once constructed.

Staff Comments:

The Site Plan and Site Plan Agreement address a number of issues to mitigate potential conflicts with neighbouring land uses. The agreement attempts to mitigate concerns associated with the use and includes the following:

1. Applying dust control measures at the Townships discretion.
2. Any lighting is to be dark sky compliant
3. Requiring road safety signage at the owners expense if deemed necessary by the Township to mitigate traffic concerns.

The above provisions will ensure that the school functions in a way to minimally impact the surrounding area and also address safety concerns as they arise. It is therefore, the recommendation of Township staff to approve the Site Plan and authorize the mayor and clerk to sign the attached Site Plan Agreement.

Financial Implications:

None

Concluding Comments:

Based on the above it is recommended that the Council receive this staff report and consider approval of by-law 2020-081 authorizing the agreement.

Respectfully Submitted,

Municipal Planner: *Original Signed By*
Clinton Stredwick, BES, MCIP, RPP



CAO Approval: *Original Signed By*
Dave Milliner, CAO

Attachments:

The Corporation of the Township of Southgate
By-law Number 2020-081

Being a by-law to authorize the execution of a Site Plan Control Agreement

Whereas Section 41 of the Planning Act, RSO 1990, Chapter P.13 as amended authorizes municipalities to designate areas of Site Plan Control, and to subsequently enter into agreements with respect to the conditions of development or redevelopment of lands in areas of Site Plan Control; and

Whereas all of the lands within the Township are designated as a Site Plan Control Area pursuant to the provisions of Section 41 of the Planning Act and By-law 2007-47; and

Whereas the Council of the Township of Southgate deems it expedient to enter into a Site Plan Agreement with the owner,

Now therefore be it resolved that the Council of the Corporation of the Township of Southgate enacts as follows:

1. **That** a Site Plan Agreement between the Trustees of the Old Order Mennonite Conference and the Township of Southgate for the development of the lands described as Con 2, S PT lot 56, RP 16R10667 Parts 1 and 2 Egremont, Township of Southgate is authorized. Such agreement being attached hereto as Schedule "A" and which forms a part of this by-law;
2. **That** the Mayor and Clerk are authorized to sign the Site Plan Agreement on behalf of the Council of the Corporation of the Township of Southgate in substantially the form as that set out in Schedule A;
3. **That** the Clerk is authorized and directed to cause notice of the Site Plan Agreement to be registered on the title to the said lands forthwith after it has been signed by all parties; and
4. **That** this By-law shall come into full force and effect upon the final passing hereof.

Read a first and second time this 5th day of August 2020.

Read a third time and finally passed this 5th day of August 2020.

Mayor – John Woodbury

Acting Clerk- Lindsey Green

THE CORPORATION OF
THE TOWNSHIP OF SOUTHGATE

SITE PLAN AGREEMENT

THIS AGREEMENT made in triplicate this_____ day of_____, 2020

Between: Trustees of the Old Order Mennonite Conference

(hereinafter called the "OWNERS" OF THE FIRST PART)

- and -

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

(hereinafter called the "TOWNSHIP" OF THE SECOND PART)

WHEREAS the OWNERS represents that they are the owners of these lands and premises in the Township of Southgate in the County of Grey, being more particularly described in s Schedule "A"

AND WHEREAS the OWNERS have applied to the TOWNSHIP to permit development on the OWNER'S lands;

AND WHEREAS the Encumbrancer(s) (if any) hold registered security interests in the lands and all Encumbrancers of the lands are included as parties to this Agreement

AND WHEREAS the OWNERS have agreed with the TOWNSHIP to furnish and perform the works, material, matters and things required to be done, furnished and performed in the manner hereinafter described in connection with the proposed use of the subject lands;

AND WHEREAS the said lands have been designated by the Council of the TOWNSHIP as being within a site plan control area as provided by Section 41 of the Planning Act, R.S.O. 1990, as amended;

NOW THEREFORE witnesseth that in consideration of other good and valuable consideration and the sum of one -----(\$1.00)-----DOLLAR of lawful money of Canada now paid by the TOWNSHIP to the OWNER, the receipt whereof is hereby acknowledged, the OWNERS and the TOWNSHIP covenant, declare and agree as follows:

SECTION 1 - LANDS TO BE BOUND

1. The lands to be bound by the terms and conditions of this Agreement (sometimes referred to as "the subject lands"), are located in the geographic Township of Proton, in the TOWNSHIP OF SOUTHGATE, and are more particularly described in Schedule "A".

SECTION II - COMPONENTS OF THE AGREEMENT

1. The text and the following Schedules, which are annexed hereto, constitute the components of this Agreement.

Schedule "A" - Legal Description of the Lands being developed.

Schedule "B" - Site Plan(s)

SECTION III - REGISTRATION OF AGREEMENT

1. This Agreement shall be registered on title to the said lands as provided for by Section 41(10) of the Planning Act, R.S.O., 1990, as amended, at the expense of the OWNERS;
2. The OWNERS agree that all documents required herein shall be submitted in a form suitable to the TOWNSHIP and suitable for registration, as required;
3. The PARTIES agree that this Agreement must be registered against the OWNERS' lands within thirty (30) days of the execution thereof by both parties.

SECTION IV - BUILDING PERMITS

1. The OWNERS agree to not request the Chief Building Official to issue any further building permits to carry out the development until this Agreement has been registered on title to the lands described in Schedule "A" attached hereto and a registered copy of same has been provided to the Township.
2. It is agreed that if the OWNERS fail to apply for any building permit or permits to implement this Agreement within 12 months from the date upon which such building permit would be available, then the TOWNSHIP, at its option has the right to terminate the said Agreement and require that a new Site Plan Agreement be submitted for approval and execution.

SECTION V - PROVISIONS

1. **THIS AGREEMENT** applies to works related to the entire subject lands and includes the exterior of existing buildings, new structures, drainage and servicing and entrance as required. Agricultural and residential uses are not applicable to Site Plan Agreement in accordance with section 41 of the Planning Act and By-law 2007-47.
2. **The OWNERS** further covenant and agree to develop the subject lands in accordance with the Site Plan being Schedule "B" attached hereto, and that no work will be performed on the subject lands except in conformity to all provisions of this Agreement.
3. **THE OWNERS** agree to carry out on the lands at the work, and to construct, install and maintain at its expense all of the services, works and facilities stipulated, described by words and numbers, and shown in and upon the following Plans, that is:

(i) Submitted Site Plan Drawings;

which Plan is hereinafter called "the Site Plan". Notwithstanding the generality of the foregoing the requirements under this agreement include all of the notes and printed text contained in and on the Plans making up the Site Plan.

4. *Further Description of Work and Location of Site Plan.* Without limiting the generality of the foregoing, all of the specifications and said requirements contained in the said Site Plan, which is on file at Southgate's Municipal Office, shall be adhered to and satisfied by the Owner to the satisfaction of Southgate.
5. *Exterior Fascia.* The owner agrees that all exterior work shall be in accordance with the elevation drawings provided.
6. *Storm Drainage -- General.* Notwithstanding the foregoing, the Owner agrees that the storm drainage system on and for the lands shall be designed and constructed to the satisfaction of Southgate at the expense of the Owner.

7. *Entrance.* The entrance to the property is from Grey County Road 109 and from Southgate Road 08. Alterations to these entrances will require permits from the County of Grey or Township of Southgate respectively.
8. *Fire Suppression.* The owner agrees to install all necessary servicing and equipment on the property for fire fighting and fire suppression, at the owners expense.
9. *Servicing.* The owner is responsible for ensuring that the private well sewage disposal system are in good working order.
10. *Landscaped Buffering.* The owner agrees to install a landscaped screening buffer where outdoor storage areas are exercised, installed or used, in accordance with the Township of Southgate Zoning By-law. This buffer must be maintained for the purposes of providing a visual barrier.
11. *Outside Storage.* Outside storage is of materials for the use of the school is permitted in a rear yard on a temporary basis of 6 months or less.
12. *Dust Control Measures.* The owner agrees to provide for dust control measures such as calcium and water, to mitigate impacts as required by the Township of Southgate. These measures will be required for those areas of the site not asphalted or seeded with grass.
13. *Lighting.* All exterior lighting must be dark sky compliant. It must be pointed downward and remain internal to the site in accordance with the Township of Southgate Standards.
14. *Postponement and Subordination of Encumbrances.* The Owner covenants and agrees, at its own expense, to obtain and register such documentation from its mortgagees or those holding encumbrances as may be deemed necessary by Southgate to postpone and subordinate their interest in the lands to the interest of Southgate to the extent that this Agreement shall take effect and have priority as if it have been executed and registered prior to the execution and registration of any such mortgages or encumbrances.
15. *Southgate's Professional Fees and Disbursements.* The Owner shall reimburse Southgate for all of its engineering and legal expenses (professional fees and disbursements) in connection with the development and implementation of this Agreement.
16. *Waiver.* The failure of Southgate at any time to require performance by the Owner of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall the waiver by Southgate of the performance of any obligation hereunder be taken or be held to be a waiver of the performance of the same or any other obligation hereunder at any later time. Southgate shall specifically retain its rights at law to enforce this Agreement.
17. *No Challenge to the Agreement.* The parties covenant and agree with each other not to call into question or challenge, directly or indirectly, in any proceeding or action in court, or before any administrative tribunal, the parties' right to enter into and force this Agreement. The law of contract applies to this Agreement and the parties are entitled to all remedies arising from it, notwithstanding any provisions in Section 41 of the Planning Act interpreted to the contrary. The parties agree that adequate consideration has flowed from each party to the other and that they are not severable. This provision may be pleaded by either party in any action or proceeding as an estoppel of any denial of such right.

18. *Enforcement.* The Owner acknowledges that Southgate, in addition to any other remedy it may have at law, may also be entitled to enforce this Agreement in accordance with Section 446 of the *Municipal Act, 2001* as amended.

19. *Mediation.* Without affecting Southgate's statutory right under subsection 41(11) of the said *Planning Act* to, at its complete discretion, invoke the provisions of Section 446 of the *Municipal Act, 2001* as amended regarding any applicable requirement herein in which case this paragraph shall be inoperative and inapplicable, in the event that a dispute relating to this Agreement or its implementation arises that cannot be resolved by negotiation between the parties, the parties agree to use the services of a mediator to attempt to resolve their differences and failing agreement on the procedure to be followed, it shall be conducted in accordance with the rules of procedure for the conduct of mediations of the ADR Institute of Ontario Inc. or its successor body.

20. *Registration.* The Owner consents to the registration of this Agreement or Notice of this Agreement by Southgate on the title to the lands.

21. *Enurement Clause.* The covenants, agreements, stipulations, declarations and provisions contained herein shall run with the lands and shall be binding upon the Owner and its successors and assigns and the benefit thereof shall enure to Southgate and its successors and assigns.

SECTION VI - BINDING PARTIES, ALTERATION, AMENDMENT, EFFECT, NOTICE, PENALTY

1. This Agreement may only be amended or varied by a written document of equal formality herewith duly executed by the parties hereto and registered against the title to the subject lands.

2. The OWNER further agrees to complete the items detailed on Schedule "B" within three (3) years of the date of registration of this Agreement.

3. Following completion of the works, the OWNER shall maintain to the satisfaction of the TOWNSHIP, and at the sole expense of the OWNER, all the facilities or works described in Schedule "B".

4. This Agreement shall inure to the benefit of and be binding upon the respective successors and assigns of each of the PARTIES hereto.

5. The Agreement shall come into effect on the date of execution by the TOWNSHIP.

6. The OWNER acknowledges that this Agreement is entered into under the provisions of Section 41(7)(c) of the Planning Act, R.S.O., 1990, as amended.

7. Any notice required to be given pursuant to the terms hereto shall be in writing and mailed or delivered to the other at the following address:

To the OWNER: Trustees of the Old Order Mennonite Conference
391486 Grey Road 109
RR3
Mount Forest, ON. N0G 2L0

To the TOWNSHIP: Clerk
Township of Southgate
185667 Grey Rd 9,
Dundalk, ON.
N0C 1B0

IN WITNESS WHEREOF the corporate parties have executed this Agreement by affixing thereto their corporate seals, as attested by the hand of their proper signing officers duly authorized in that behalf.

AND IN WITNESS WHEREOF the natural parties hereto have hereunto set their hands and seals. Signing authorized by by-law 2020-081.

SIGNED, SEALED AND
DELIVERED

in the presence of:

Witness

Witness

) { OWNERS' NAMES }

)

)

)

)

)

)

)

) Per: _____

)

)

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) Per: _____

)

) Date: _____

)

)

)

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) Per: _____

)

)

)

) Per: _____

)

)

) Date: _____

)

) We have authority to bind the corporation

**THE CORPORATION OF THE
TOWNSHIP OF SOUTHGATE**

John Woodbury, Mayor

Lindsey Green, Acting Clerk

Schedule "A"

THE LAND

All and singular that certain parcel or tract of land and premises situate, lying and being in the Township of Southgate, in the County of Grey and Province of Ontario, and being composed of:

**Con 2, S Part of lot 56, RP 16R10667 Parts 1 & 2,
Geographic Township of Egremont, Township of
Southgate , alternately described as 391486 Grey Road
109, Mount Forest**

Schedule "B"

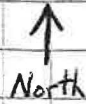
SITE PLANS

Drawing #1. Dated August 5th, 2020 and signed by the planner

Drawing #2. Dated August 5th, 2020 and signed by the planner

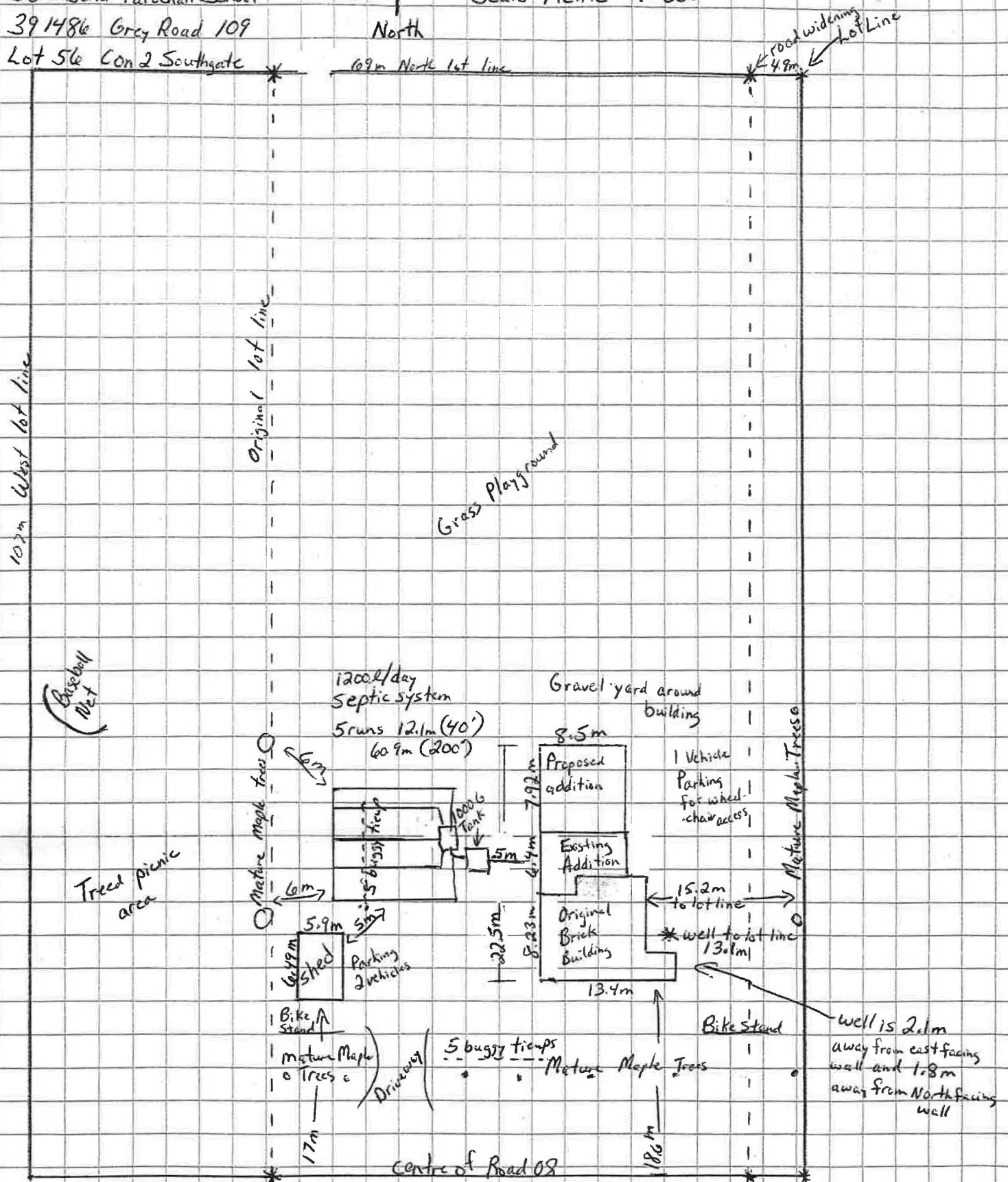
Drawing #3. Dated August 5th, 2020 and signed by the planner

Southbend Parochial School
391486 Grey Road 109
Lot 56 Con 2 Southgate



Scale Metric 1-500

April 4, 2020



Parking

2 rails x 5 buggies = 10

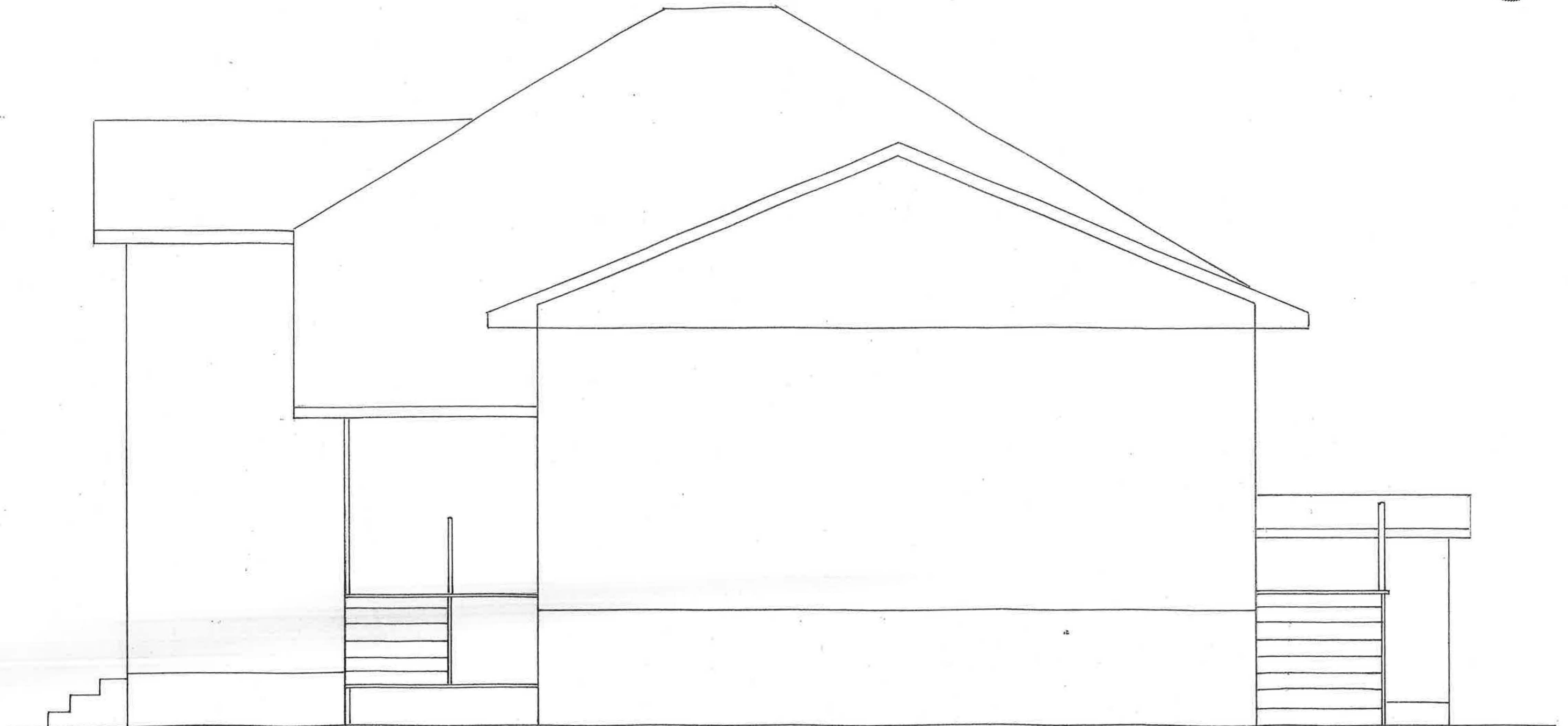
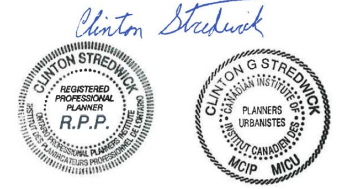
2 vehicles at shed

1 vehicle east of school

Drawing #1 Dated August 5, 2020

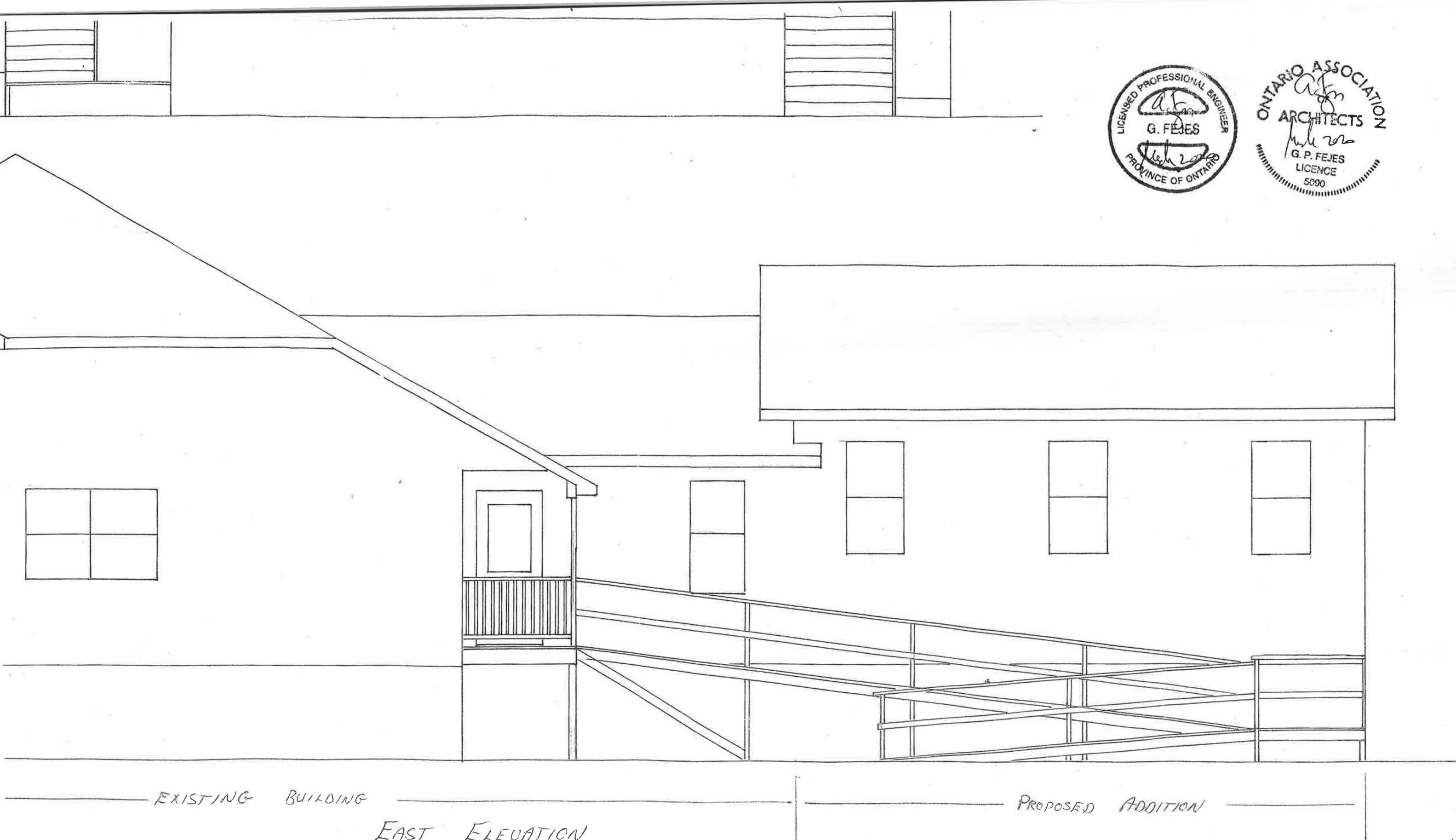
Clinton Stredwick





North Elevation

Scale $\frac{1}{4}" = 1 FT$



EXISTING BUILDING

PROPOSED ADDITION

EAST ELEVATION

Drawing #3 Dated August 5, 2020



Scale 1/4" = 1 FT

Se
R.



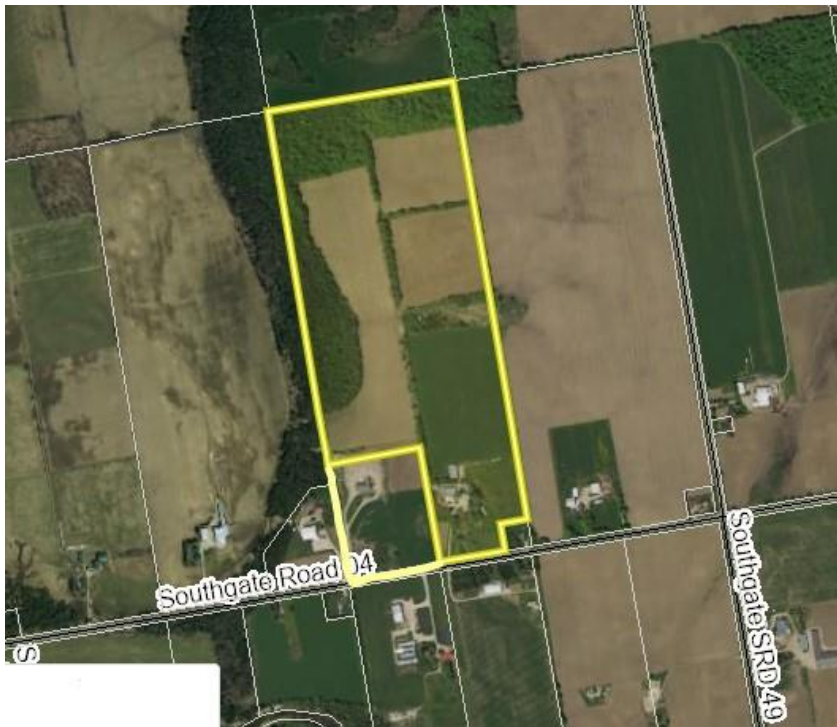
Staff Report PL2020-025

Title of Report: PL2020-025-C2-20- Levi Frey
Department: Clerks
Branch: Planning Services
Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report PL2020-025 for information; and
That Council consider approval of By-law 2020-079.

Property Location: 043853 and 048873 Southgate Road 04



Subject Lands: The subject lands consist of two parcels. The larger farm parcel is 34.7 ha and has frontage on Southgate Road 04. The Ag auction parcel is 5.4 ha in size and has frontage on Southgate Road 04. The lands are legally described as Con 6, Pt Lot 9 and Con 6, Pt Lot 9 Part 1 of RP16R7259.

Background:

The Frey's own a 34.7 hectare farm parcel located along Southgate Road 04 in the Township of Southgate. On the property is situated a house, a mobile home, a barn and accessory buildings.

Joshua Frey, a mechanic specializing in repairing tractor engines proposes to erect a 446m² (60 feet x 80 feet) building in which he would operate his tractor engine repair shop. No other persons are expected to be employed in this business.

Given the site conditions, Mr. Frey wishes to erect the building near the front of the property. Township staff have met with Mr Frey Sr. and expressed general support of the proposal, but were concerned with Mr. Frey's original chosen site for the new building as it was situated closer to the neighbouring residential lot (located to the east) than deemed desirable by the Township.

To address this concern, The Frey's are interested in acquiring 0.8 hectares of land from the abutting 5.4 ha property to the west (owned by Mount Forest Ag Auction Co-operative Inc.), thus enabling the new tractor engine repair shop to be moved further away from the nearby residential lot. In exchange, the Frey's would convey 0.8 ha of land back to the neighbour. Attachment #1. This also benefits the neighbour who has a desire for a larger parking area for the auction house.

The proposed new building will be erected in the location shown on the Site Plan provided in Attachment #2. The new structure will be located approximately 18 m from the new lot boundary. Due to the topography of the site, it is not possible to locate the new building any further west. The building will be set back 167 metres from the neighbouring dwelling and 135 metres from the closest boundary of that residential lot. See attachment #3

In addition to the double lot addition, the zoning amendment will recognize the existing Agricultural Ag Action as a permitted use in the bylaw, establish a small engine repair workshop, and recognize a secondary dwelling on the lot. The proposed bylaw will also recognize the reduced lot areas and frontages for the proposed lot additions.

Planning Process:

An Application to amend the Township by-law was received in February and deemed complete in March. The file can be viewed at the following link:

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C2-20-Levi-Edna-and-Joshua-Frey-and-Mount-Forest-Ag-Auction-Co-op-Associated-with-applications-B1-20-B2-20->

A virtual public meeting was held on June 10th, 2020 at 9am. The comments from the meeting are summarized below.

Township Public works Department has no objections to the proposal
County of Grey indicates that provided positive comments are received from the SVCA Grey County has no further concerns.

Township Building Department indicates that all applicable permits will be required.

The project may require a water supply to meet OBC 3.2.5.7 Water requirements for firefighting. Although the auction house has been in operation for six years there has never been a change of use application for the building. A Change of use application needs to be completed, approved and required construction finalized to bring this property into Building Act and Code compliance.

Enbridge Gas has no objection to the proposal.

Historic Saugeen Metis have no concerns or objections to the proposed development.

Ministry of Transportation has no concerns.

Saugeen Valley Conservation Authority find the application acceptable.

Grey Bruce Health Unit have no concerns.

Financial Considerations:

The proposed development would slightly increased the accessed value of the site with the addition of the small engine repair shop on the property.

Staff Review:

The applicants Planning Consultant, Ron Davidson, has prepared a detailed Planning Justification report which is available at on the Township website at the link provided above. The planning report reviews the Provincial Policy Statement in Section 4, The County of Grey Official Plan and the Township of Southgate Official Plans in Section 3 of the report. The report finds that the proposal meets policy

The Township concurs with the findings and conclusions of the Planning report that the proposal is consistent with Provincial Policy, and conforms to the County and Township Official Plans.

Zoning:

The Frey farm is currently zoned primarily 'A1-71', a site-specific zoning that permitted a garden suite on a temporary basis until that temporary zoning recently lapsed. The westerly portion of the site is zoned 'EP'. Approximately 40% of the Co-op property is zoned 'M2-63', which allows for a sawmill and the balance of the property is zoned 'A1'.

To accommodate the proposed development the zoning must be amended to address a number of issues. The proposed Zoning By-law Amendment would amend the following zone provision:

The 'A1-71' zone boundary would be adjusted to reflect the reconfigured Frey property boundary; and, the text of the 'A1-71; zone would be amended to:

- reduce the 'minimum lot area' requirement to 34.0 hectares;
- reduce the 'minimum lot frontage' requirement to 140 metres;

- permit a “tractor engine repair shop”; and,
- permit a “second dwelling” in the form of a mobile home for a period of ten years.

The ‘M2-63’ zoning of the Co-op property would be replaced with an ‘A1-63’ zone and would reflect the boundaries of the reconfigured parcel; and, the text of this zone would:

- reduce the ‘minimum lot area’ requirement to 4.0 hectares;
- reduce the ‘minimum lot frontage’ requirement to 170 metres; and,
- permit an “auction house for farm produce and occasionally farm equipment”.

Concluding Comments:

Based on the above, Township staff are of the opinion that the proposal is consistent with Provincial Policy, The County and Township of Southgate Official Plans. Based on this it is recommended that by-law 2020-079 be **APPROVED**.

Respectfully Submitted,

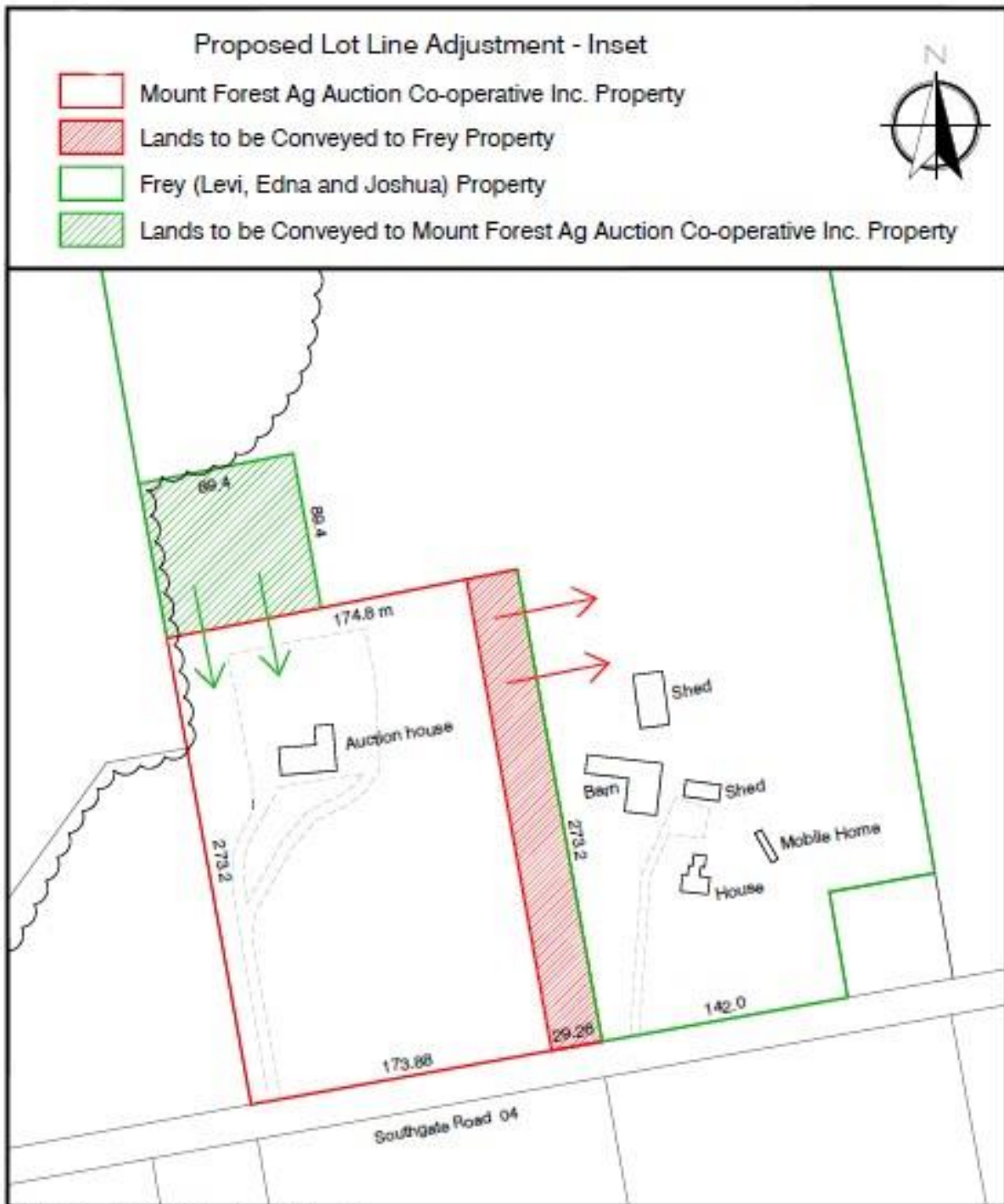
Municipal Planner: *Original Signed By*
Clinton Stredwick, BES, MCIP, RPP



CAO Approval: *Original Signed By*
Dave Milliner, CAO

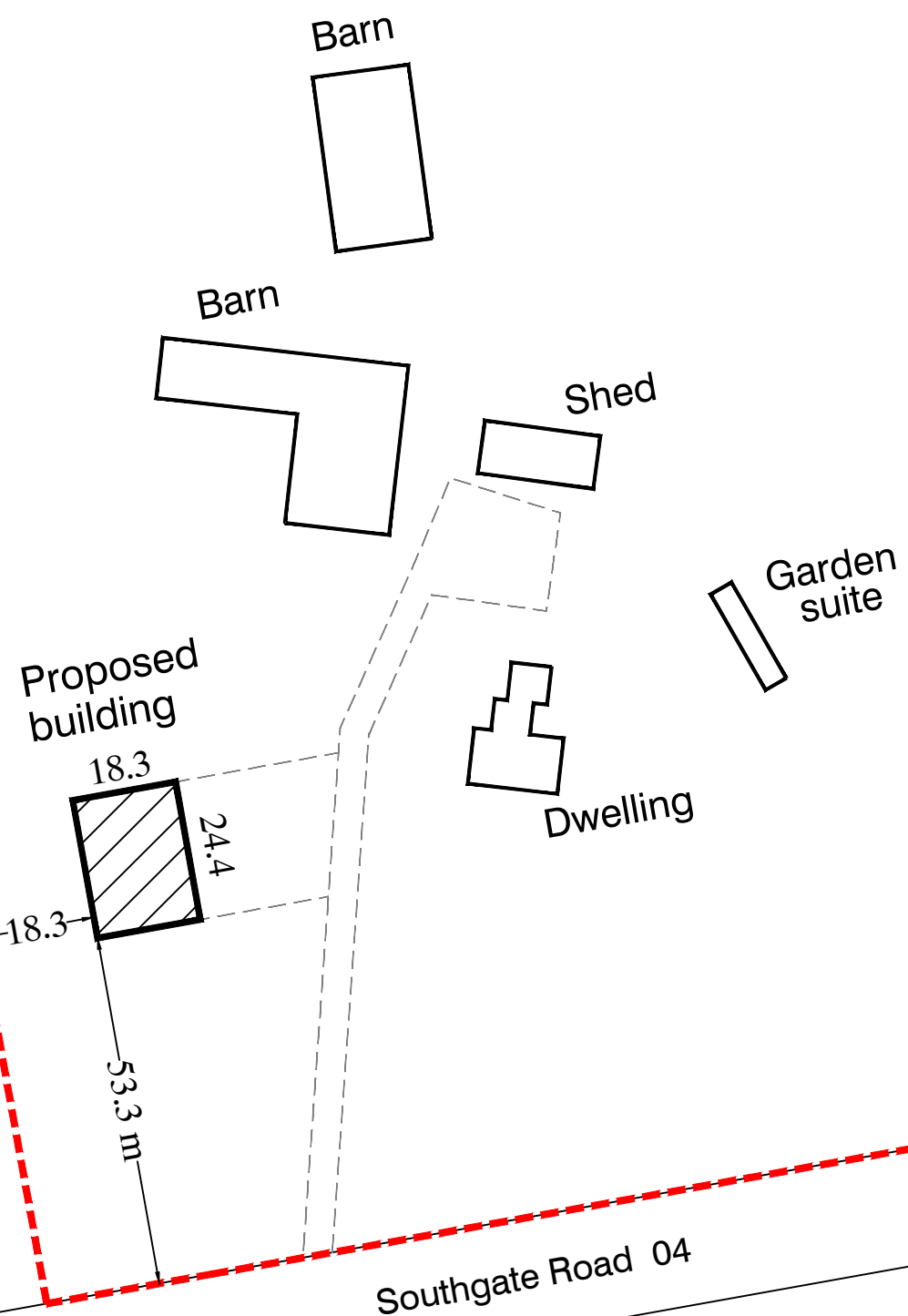
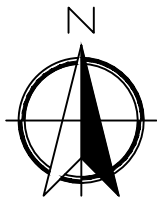
Attachments:

1. Map of lot additions
2. Map of Site plan
3. Map of Setbacks

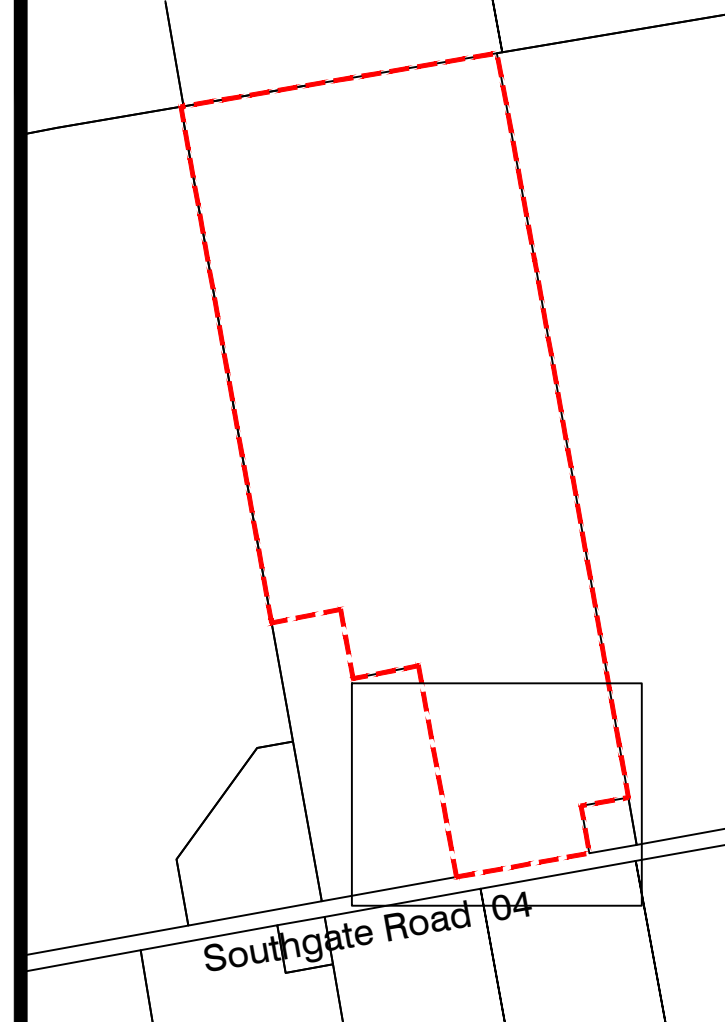


043853 and 048873 Southgate Road 04
Township of Southgate

RD RON DAVIDSON
LAND USE PLANNING CONSULTANT INC.
CREATING VISIONS FOR THE FUTURE
SCALE 1:3000



KEY PLAN

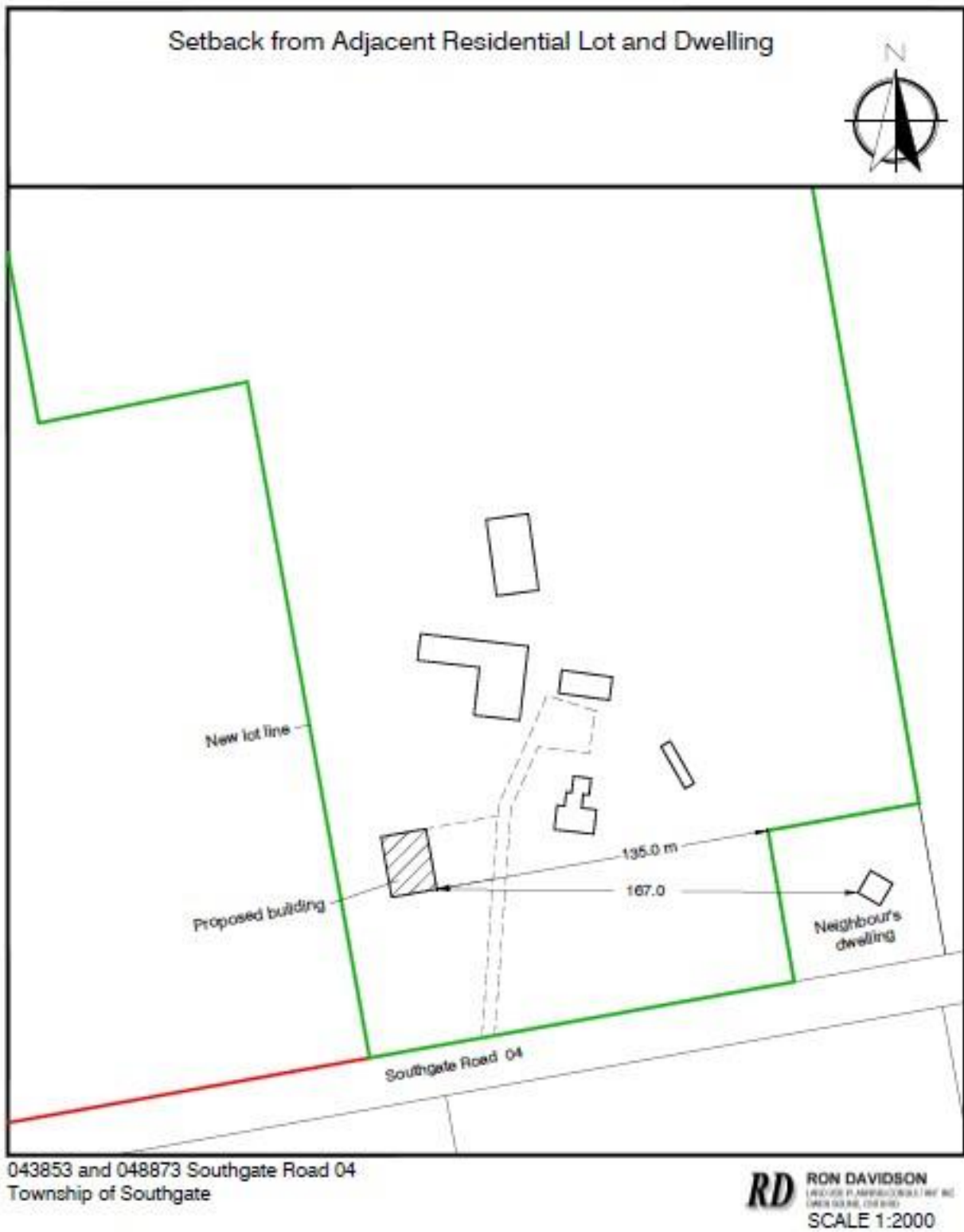


SITE PLAN

043853 and 048873
Southgate Road 04
Township of Southgate

Date Prepared: July 3, 2020
Scale 1:1200

RD **RON DAVIDSON**
LAND USE PLANNING CONSULTANT INC
OWEN SOUND, ONTARIO



The Corporation of the Township of Southgate
By-law Number 2020-079

being a by-law to amend Zoning By-law No. 19-2002, entitled the
“Township of Southgate Zoning By-law”

Whereas the Council of the Corporation of the Township of Southgate deems it necessary to pass a by-law to amend Zoning By-law No. 19-2002; and

Whereas pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, as amended, by-laws may be amended by Councils of municipalities.

Now therefore be it resolved that the Council of the Corporation of the Township of Southgate enacts as follows:

- 1. **That** Schedule “42” to Zoning By-law No. 19-2002 is hereby amended by changing the zone symbols on a portion of the lands described as Con 6, Pt lot 9, and Con 6, Pt lot 9, Part 1 of RP16R7259 geographic Township of Egremont, in the Township of Southgate. Further described as 043853 & 048873 Southgate Road 04 and shown on Schedule “A”, affixed hereto, from:
 - **Agricultural Exception (A1-71) to Rural Industrial Exception (M2-63)**
 - **Agricultural (A1) to Agricultural Exception (A1-71)**
- 2. **That** Section 33 to By-law No. 19-2002 is hereby amended by replacing the following subsections:

“33-63 Con 6, Pt Lot 9 (Egremont)	M2-63	Notwithstanding the provisions of Section 23.0 or any other provisions to the contrary, the land zoned M2-63 shall be subject to the following regulations:
--	--------------	---

- Permitted Uses :
- (i) An Auction House (Including agricultural products and general goods)
 - (ii) The retail sale of homemade crafts
 - (iii) Open Storage accessory to the permitted use
 - (iv) Uses, buildings and structures accessory to a permitted use.

Regulations for permitted uses:

- (i) Min lot area 4 ha
- (ii) Min lot frontage 170m
- (iii) Max lot coverage is 1500m²
- (iv) Min front yard 30m
- (v) Min side yard is 6m
- (vi) Min Rear yard is 15m
- (vii) Max height is 10m

Regulations for Open Storage:

- (i) The open storage of goods and materials shall be permitted in a side or rear yard only.
- (ii) Notwithstanding the provisions of Clause(i) above, no side or rear yard shall be used for open storage if such

side or rear yard is opposite to or abutting a Residence.

33-71
Con 6,
Pt Lot 9
(Egremont)

A1-71

Notwithstanding the provisions of Section 6.0 or any other provisions to the contrary, the land zoned A1-71 shall be subject to the following additional regulations:

- a) Minimum lot area shall be 34 ha
- b) Minimum lot frontage of 142
- c) A small scall industrial shop for small engine tractor repair is a permitted use.
- d) The Tractor repair shop may be located in the front yard no closer than 50m from the front lot line and 18m from the westerly lot line.
- e) A Mobile home is permitted to be located on the subject lands for a period not to exceed August 4th, 2040.
The temporary use may not be situated on lands identified as "Environmental Protection" on Schedule "42".
This By-law prohibits any site alteration, including filling, excavation or a driveway within the EP zone. In addition, the temporary use shall not be situated within the front, rear or side yard setbacks."

- 3. **That** Schedule "A" and all other notations thereon are hereby declared to form part of this by-law; and
- 4. **That** this by-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act R.S.O. 1990, as amended.

Read a first, second, and third time and finally passed this 5th day of August 2020.

John Woodbury – Mayor

Lindsey Green – Acting Clerk

Explanatory Note

This by-law applies only to those lands described as Concession 6, Pt lot 9 and Concession 6 Pt lot 9, Part 1 of RP16R7259, geographic Township of Egremont, in the Township of Southgate. The Purpose of the zoning bylaw amendment is to implement a proposed lot addition, recognize an existing business, establish a small engine repair workshop, recognize a secondary dwelling and reduce lot areas and frontages for the proposed lot addition.

The Effect of the proposed zoning by-law amendment would be to change the zoning symbol on a portion of the properties from Agricultural (A1-71) to Rural Industrial exception (M2-63) and from Agricultural (A1) to Agricultural Exception (A1-71) to facilitate the lot additions and regulate the permitted uses on the property. The Environmental Protection Zone Boundary may be adjusted based on Conservation Authority comments.

The Township of Southgate Official Plan designates the subject lands Agricultural and Hazard lands.

Schedule "A"

By-Law No. _____

Amending By-Law No. 19-2002

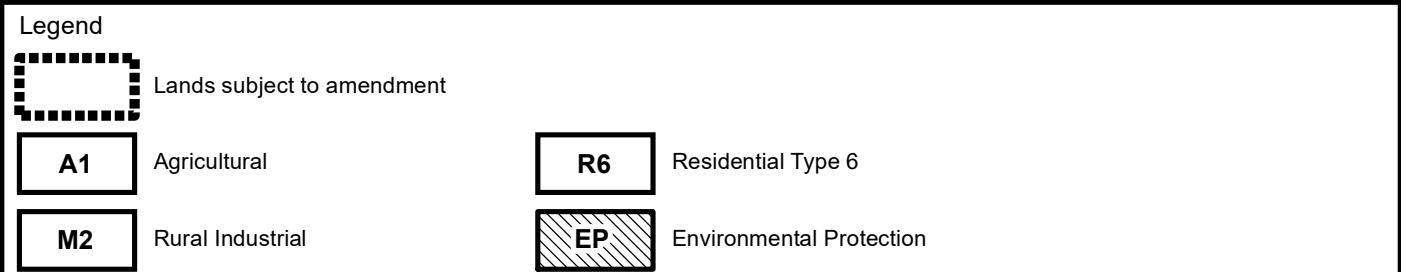
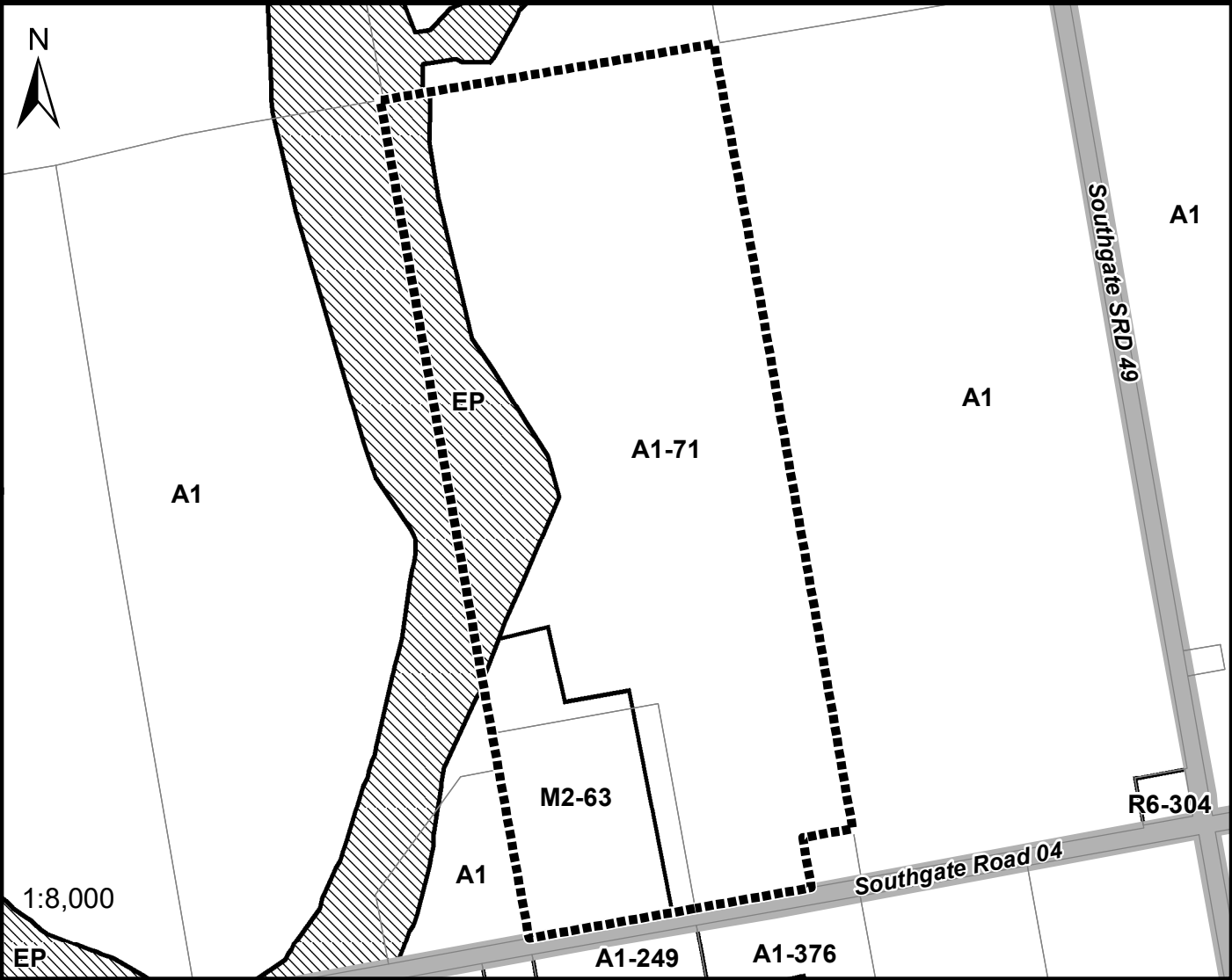
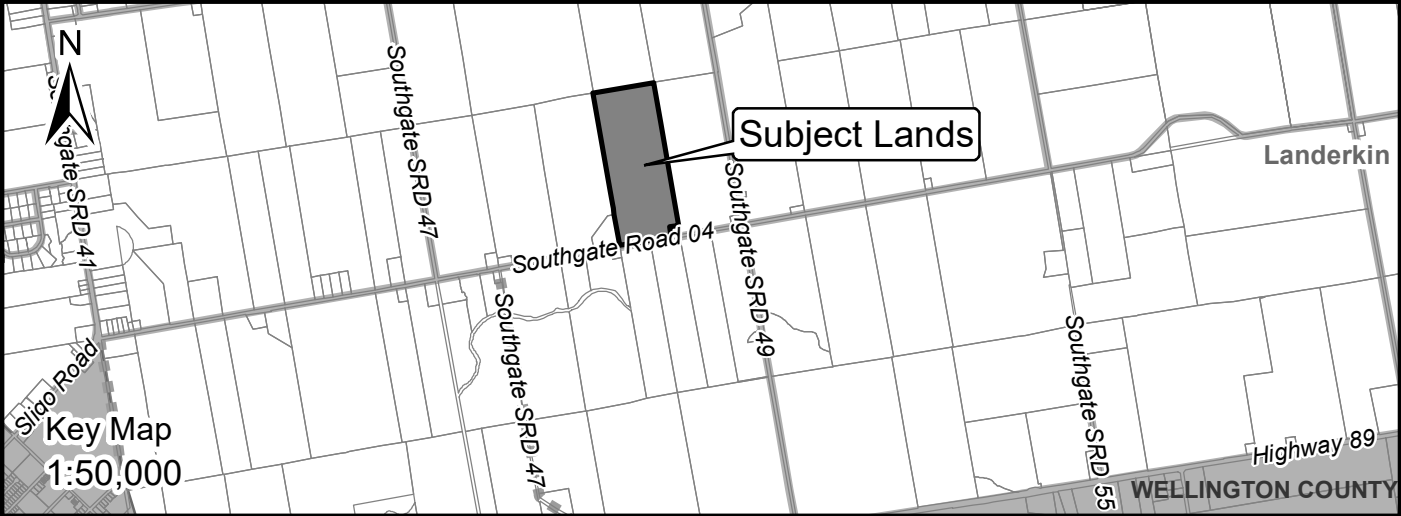
Township of Southgate
(Geographic Township of Egremont)

Date Passed: _____

Signed: _____

John Woodbury, Mayor

Lindsey Green, Acting Clerk





Staff Report PL2020-026

Title of Report: PL2020-026-C3-20 Red Barn Farms
Department: Clerks
Branch: Planning Services
Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report PL2020-026 for information; and
That Council consider approval of By-law 2020-080.

Property Location: 265811 Southgate Road 26



The Subject Lands

The subject lands are described as the Con 19, lot 20 in the Geographic Township of Proton, Township of Southgate. The lands are approximately 48.9 ha (121 acres) in size.

The Proposal

The proposed zoning bylaw amendment, if approved, would allow for an additional permitted use to be added to the list of permitted uses for the A1-237 zone. In addition to the existing on farm diversified use shop the owner would like to rent,

repair and store construction and landscaping equipment on the property. No new buildings would be required, and no additional outside storage would be required.

Background

A Virtual Public meeting was held on June 10, 2020.

Supporting documents and comments posted on the website are available at:

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C3-20-Red-Barn-Farms-Ltd-Enos-Hoover>

The comments received include:

Building Department if the building is going to be repurposed for the storage and rental of equipment a change of use permit may be required.

The County of Grey indicates that provided positive comments are received from the SVCA then they have no further concerns with the proposal.

Enbridge Gas has no objection

Historic Saugeen Metis has no objection or opposition to the proposed development.

The Ministry of Transportation indicates that the proposal falls outside the Permit Control Area and therefore they have no concerns.

The SVCA indicate that the proposal is acceptable.

The Public works Department indicates that the property already has a commercial entrance.

The Health unit has no objection.

No comments were received from the public.

Financial Considerations:

As no new structures will be added to the property it is not expected to have any financial impact on the Township.

Staff Review

Staff reviewed this application based on the Planning Act, the Provincial Policy Statement (PPS), Southgate Official Plan and the Zoning By-law.

The Provincial Policy Statement 2014 (PPS)

The PPS has been reviewed in its entirety however only the most relevant policies have been identified below. The subject land would constitute "Rural Area" under the definition of the PPS. The PPS allows for a variety of uses in the rural areas:

1.1.4.1 In rural areas located in municipalities:

f) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;

The PPS supports the diversification of the rural economy. The proposed construction and landscape equipment rental use will support farming and grow the rural economic base.

Section 1.1.5.2 On rural lands located in Municipalities, permitted uses are:

- a) the management or use of resources;*
- b) resource based recreational uses (including recreational dwellings);*
- c) limited residential development;*
- d) home occupations and home industries;*
- e) cemeteries; and*
- f) other rural land uses.***

The proposed construction and landscape equipment rental use can be considered a permitted use in the rural area and considered as "other rural land uses". The storage of large landscape and construction equipment is not as well suited to an urban area.

Section 1.1.5.3 Recreational, Tourism and other economic opportunities should be promoted.

1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

The volume of traffic associated with this proposal can be sustained by rural service levels. The Site Plan Control process provides for screening and limitations on the operation to ensure that it remains small scale and blends in with the Rural area.

1.1.5.5 Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the unjustified and or uneconomical expansion of this infrastructure.

The proposed construction and landscape equipment rental use is appropriate for the area and the Rural infrastructure currently in place and will not necessitate an expansion of infrastructure.

1.1.5.7 Opportunities to support a diversified rural economy should be promoted by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.

This policy is directly supportive of construction and landscape equipment rental uses to assist agricultural and resource based use, and provides advice to the Township to promote them and direct non-agriculturally related uses to other areas of the Township.

1.1.5.8 Agricultural uses, Agricultural –related uses, on-farm diversified uses and normal farm practises should be promoted and protected in accordance with provincial standards.

Again this policy advises the Township to promote and protect agricultural, agricultural related uses and on farm diversified uses. The construction and landscape equipment rental use will broaden the tax base by supporting the farm and provide additional employment in the Township.

The definitions of Agricultural use, Agricultural related use and on farm diversified use are provided below from the PPS. A construction and landscape equipment rental use is secondary to the existing workshop on the farm and is meant to supplement the farm income and provide equipment to the rural area. It is staffs opinion that the use falls under an on farm diversified use and therefore is consistent with the definitions within the Provincial Policy.

Agricultural use "means the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including, but not limited to livestock facilities, manure storages, value-retaining facilities, and accommodation for full time farm labour when the size and nature of the operation requires additional employment."

Agricultural related uses: means those farm uses related commercial and farm related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and or services to farm operations as a primary activity.

On farm diversified uses: "means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value added agricultural products."

Minimum Distance Separation (MDS)

Regarding MDS, it has been reviewed and there are no barns that will be negatively impacted by the proposed construction and landscape equipment rental use.

The proposal will not hinder surrounding agricultural operations and will not require infrastructure development. The proposal is consistent with the definitions and policies of the PPS including promoting diversification of the economic base and employment opportunities. Based on the foregoing, the proposal appears to be consistent with the PPS.

Township Official Plan

The Township of Southgate Official Plan (OP) designates the subject lands "Rural" and "Hazard lands". The OP provides for small scale commercial and industrial uses on properties greater than 20ha to a maximum of 750m² in size. The maximum outside storage is 500m² in addition to the 750m² building size. The proposal is to use the existing, approved, outside storage area for the storage and rental of construction and landscape equipment. The outdoor storage area will be screened

from view as per the Site Plan Control Agreement. The proposal complies with the above policy. The definition of small scale below further supports this conclusion.

The Official Plan defines Small Scale in the Rural designation on parcels larger than 20 hectares as: a maximum structure size of 750m² and a maximum outdoor storage display area of 500m² will be permitted. If the structure is less than 750m², the outside display area may be increased to a maximum, so that the combined outside display area and structure does not exceed 1250 square meters.

The proposal does not proposed to construct any new buildings and will utilize the approved outside storage area. The proposal is therefore considered small scale under the policies of the Township Official Plan.

The Township Official Plan section 5.2.1 Rural designation permitted uses include the following:

"iv. *small scale* commercial and industrial uses;"

As noted above, the proposal meets the Official Plan Definition of Small Scale and is therefore considered a permitted use in the Rural Designation.

Section 5.2.3 Development Policies

"5. For new or expanding small scale commercial and industrial uses, where the arm parcels are greater than 20 hectares, a maximum structure size of 750 square metres and a maximum outdoor storage size of 500 square meters will be permitted. Where the maximum structure size is less than 750 square metres, more outdoor storage space will be permitted up to a combined maximum of 1250 square metres. For those parcels less than 20 hectares, a maximum structure size of 250m² and a maximum outdoor storage area of 750m² will be permitted. The applicant must demonstrate that the proposed use is not better suited in a designated settlement area. These uses will only be permitted, subject to satisfying the Development Policies as outlined in this Section. Council may, in future limit the commercial or industrial use through the implementing zoning By-law Amendment.

6. That the location of the non-farm use imposes no operating constraints to an existing farm operation. Any non-farm land use must comply with the Minimum Distance Separation Formulae."

The proposal is consistent with the Development policies of the Official Plan and through site plan control will blend in with the Rural landscape. The proposal will assist the farming operation by providing support in the form of income and proximity to the farming operation to allow the farming operation to continue to be located in this area. While a use like this could potentially be situated in an industrial park, it is in my opinion, better suited to the rural area because it allows farming to continue on the property and supports the agricultural community. The storage of rental equipment use broadens the tax base and supports the rural economy while operating using minimal infrastructure and servicing. Furthermore,

it allows those citizens who rely on animals for transportation to live and work in the same area.

Zoning By-law

The subject property is currently zoned Agricultural exception (A1-237), and Environmental Protection (EP). The proposed amendment would add a construction and landscaping equipment rental use to the list of permitted uses of the A1-237 zone to allow for the use to be located in the outside storage area. Site Plan control will not be required as the existing agreement for the shop includes provisions for screening outside storage areas and their location.

Conclusions

Based on the above policy review and the information provided and comments received, the proposal is consistent with the Policies of the Provincial Policy Statement, The County of Grey Official Plan, The Township of Southgate Official Plan. The proposed zoning by-law amendment should therefore be approved and is considered appropriate for the area and good land use planning.

Respectfully Submitted,

Municipal Planner: *Original Signed By*
Clinton Stredwick, BES, MCIP, RPP



CAO Approval: *Original Signed By*
Dave Milliner, CAO

Attachments:

The Corporation of the Township of Southgate
By-law Number 2020-080

being a by-law to amend Zoning By-law No. 19-2002, entitled the
“Township of Southgate Zoning By-law”

Whereas the Council of the Corporation of the Township of Southgate deems it necessary to pass a by-law to amend Zoning By-law No. 19-2002; and

Whereas pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, as amended, by-laws may be amended by Councils of municipalities.

Now therefore be it resolved that the Council of the Corporation of the Township of Southgate enacts as follows:

1. **That** This bylaw applies to those lands described as Con 19, lot 20, geographic Township of Proton, in the Township of Southgate. Further described as 265811 Southgate Road 26 and shown on Schedule “A”, affixed hereto, from:
2. **That** Section 33 to By-law No. 19-2002 is hereby amended by replacing the following subsections:

<i>“33-237 Con 19, Lot 20 (Proton)</i>	<i>A1-237</i>	<p>Notwithstanding the provisions of Section 6.1, the following provisions in addition to any other provisions of this by-law pertaining to the Agricultural (A1) Zone shall apply to those lands zoned Agricultural (A1-237):</p> <p>Additional Permitted Uses:</p> <p>Metal Fabrication Workshop and Construction and Landscape Equipment Rental use.</p> <p>Special Regulations applicable to the Metal Fabrication Workshop and Construction and Landscape Equipment Rental use:</p> <p>(i) A maximum combined structure size of 750 m2 and a maximum outdoor storage area of 500 m2. Where the maximum combined structure size is less than 750 m2, more outdoor storage space will be permitted, up to a combined maximum of 1250 m2.</p> <p>(ii) Outdoor storage may be located at the front (south) of the workshop and shall be setback from the road a minimum of 100 metres (328 feet).</p> <p>(iii) The outdoor storage area shall be screened by way of a landscaped buffer or 7ft Fence, so as to screen the use from public view from the road.</p> <p>(iv) The Construction and Landscape equipment shall only be stored in the outside storage areas noted on the registered site plan.</p>
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3. **That** Schedule "A" and all other notations thereon are hereby declared to form part of this by-law; and
4. **That** this by-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act R.S.O. 1990, as amended.

Read a first, second, and third time and finally passed this 5th day of August 2020.

John Woodbury – Mayor

Lindsey Green – Acting Clerk

Explanatory Note

This by-law applies only to those lands described as Concession 19, lot 20, geographic Township of Proton, in the Township of Southgate. The purpose of the zoning bylaw amendment application is to add an additional permitted use to the list of permitted uses for the A1-237 zone. In addition to the existing on farm diversified use shop the owner would like to rent, repair and store construction and landscaping equipment on the property. No new buildings would be required, and no additional outside storage would be required.

The Effect of the proposed zoning by-law amendment would be to have the zoning symbol A1-237 remain the same and add the rental, repair and storage of construction and landscaping equipment to the list of permitted uses. No other changes are being proposed at this time.

The Township of Southgate Official Plan designates the subject lands Rural and Hazard lands.

Schedule "A"

By-Law No. _____

Amending By-Law No. 19-2002

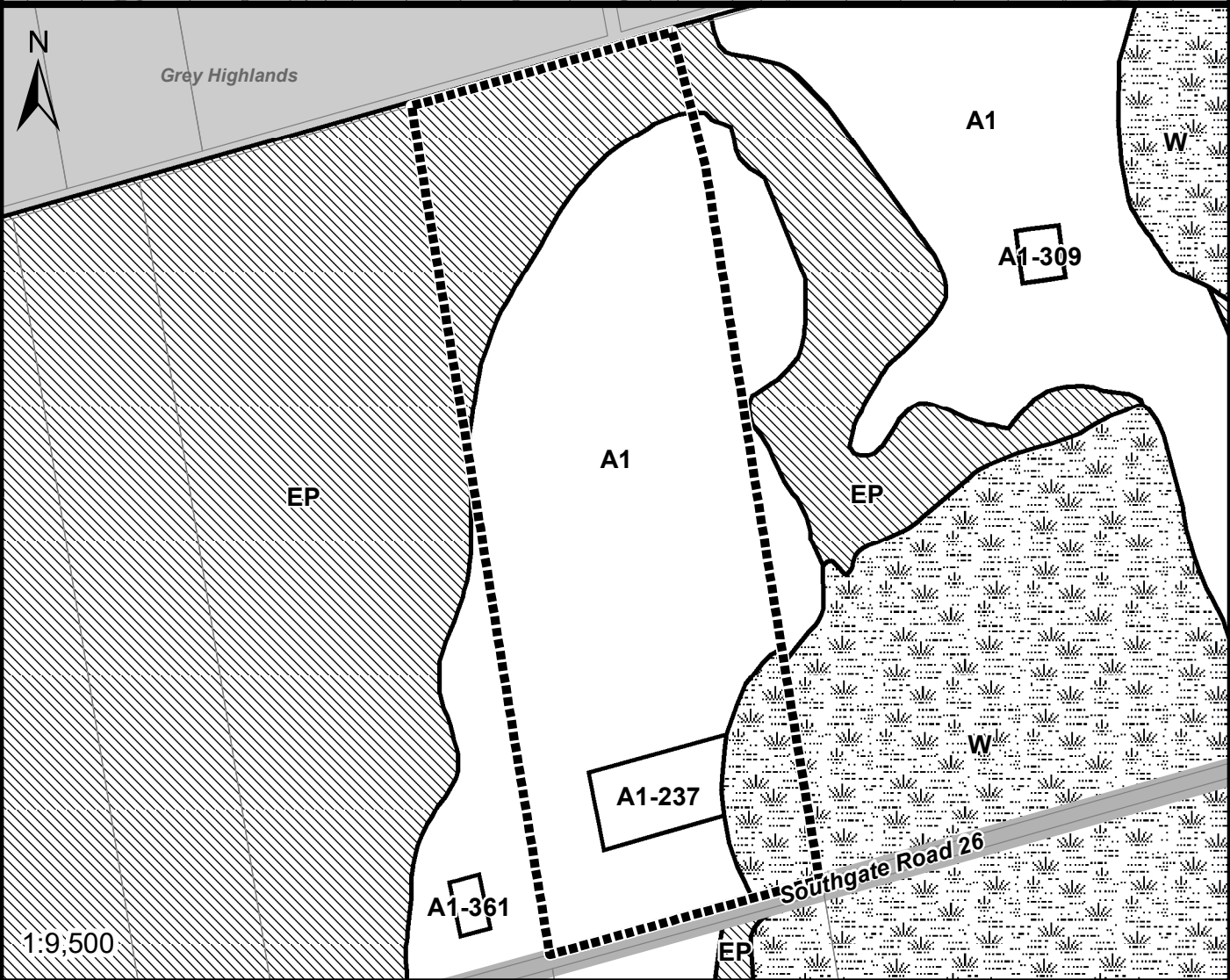
Township of Southgate
(Geographic Township of Proton)

Date Passed: _____

Signed: _____

John Woodbury, Mayor

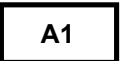
Lindsey Green, Acting Clerk



Legend



Lands subject to amendment



Agricultural



Environmental Protection



Wetland Protection



Staff Report PL2020-027

Title of Report: PL2020-027-SP6-20 Powdermax Inc.
Department: Clerks
Branch: Planning Services
Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report PL2020-027 for information; and
That Council consider approval of By-law 2020-082 authorizing the entering into a Site Plan Agreement.

Property Location: 086682 Southgate Road 08



This Site Plan Agreement implements Zoning Bylaw amendment Application C20-19. A public meeting was held on December 4th, 2019 for the zoning and the application was approved by by-law 2020-017 at the Feb. 5th, 2020 Council Meeting.

Staff Comments:

The Site Plan and Site Plan Agreement address a number of issues to mitigate potential conflicts with neighbouring land uses. The agreement attempts to mitigate concerns raised by on farm shops and it includes the following:

1. Providing landscaping and screening to blend it in with the Surrounding Area. The screening trees are to be a minimum 1.5m in height and coniferous in order to provide screening of the outdoor storage areas and to blend the building in with the landscape.
2. Ensuring that in the event of a complaint all doors and windows will remain closed during operation. Windows facing the road will remain closed
3. Hours of Operation have been included as 7am to 7pm Monday to Friday and 7am to noon on Saturday with the business remaining closed on Sundays and all statutory holidays.
4. Applying dust control measures at the Townships discretion.

The closest residential lot is approximately 140m to the east of the area zoned for the workshop. A key map of the area has been provided for your review above.

The above provisions will ensure that surrounding land uses are minimally impacted by the proposed development. It is therefore, the recommendation of Township staff to approve the Site Plan and authorize the mayor and clerk to sign the attached Site Plan Agreement.

Financial Implications:

None

Concluding Comments:

Based on the above it is recommended that the Council receive this staff report and consider approval of by-law 2020-082 authorizing the agreement.

Respectfully Submitted,

Municipal Planner: *Original Signed By*
Clinton Stredwick, BES, MCIP, RPP



CAO Approval: *Original Signed By*
Dave Milliner, CAO

Attachments:

The Corporation of the Township of Southgate
By-law Number 2020-082

Being a by-law to authorize the execution of a Site Plan Control Agreement

Whereas Section 41 of the Planning Act, RSO 1990, Chapter P.13 as amended authorizes municipalities to designate areas of Site Plan Control, and to subsequently enter into agreements with respect to the conditions of development or redevelopment of lands in areas of Site Plan Control; and

Whereas all of the lands within the Township are designated as a Site Plan Control Area pursuant to the provisions of Section 41 of the Planning Act and By-law 2007-47; and

Whereas the Council of the Township of Southgate deems it expedient to enter into a Site Plan Agreement with the owner,

Now therefore be it resolved that the Council of the Corporation of the Township of Southgate enacts as follows:

1. **That** a Site Plan Agreement between the Powder Max Inc. and the Township of Southgate for the development of the lands described as Con 4, PT lot 39 Proton, Township of Southgate is authorized. Such agreement being attached hereto as Schedule "A" and which forms a part of this by-law;
2. **That** the Mayor and Clerk are authorized to sign the Site Plan Agreement on behalf of the Council of the Corporation of the Township of Southgate in substantially the form as that set out in Schedule A;
3. **That** the Clerk is authorized and directed to cause notice of the Site Plan Agreement to be registered on the title to the said lands forthwith after it has been signed by all parties; and
4. **That** this By-law shall come into full force and effect upon the final passing hereof.

Read a first and second time this 5th day of August 2020.

Read a third time and finally passed this 5th day of August 2020.

Mayor – John Woodbury

Acting Clerk- Lindsey Green

THE CORPORATION OF
THE TOWNSHIP OF SOUTHGATE

SITE PLAN AGREEMENT

THIS AGREEMENT made in triplicate this_____ day of_____, 2020

Between: Powdermax Inc.

(hereinafter called the "OWNERS" OF THE FIRST PART)

- and -

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

(hereinafter called the "TOWNSHIP" OF THE SECOND PART)

WHEREAS the OWNERS represents that they are the owners of these lands and premises in the Township of Southgate in the County of Grey, being more particularly described in s Schedule "A"

AND WHEREAS the OWNERS have applied to the TOWNSHIP to permit development on the OWNER'S lands;

AND WHEREAS the Encumbrancer(s) (if any) hold registered security interests in the lands and all Encumbrancers of the lands are included as parties to this Agreement

AND WHEREAS the OWNERS have agreed with the TOWNSHIP to furnish and perform the works, material, matters and things required to be done, furnished and performed in the manner hereinafter described in connection with the proposed use of the subject lands;

AND WHEREAS the said lands have been designated by the Council of the TOWNSHIP as being within a site plan control area as provided by Section 41 of the Planning Act, R.S.O. 1990, as amended;

NOW THEREFORE witnesseth that in consideration of other good and valuable consideration and the sum of one -----(\$1.00)-----DOLLAR of lawful money of Canada now paid by the TOWNSHIP to the OWNER, the receipt whereof is hereby acknowledged, the OWNERS and the TOWNSHIP covenant, declare and agree as follows:

SECTION 1 - LANDS TO BE BOUND

1. The lands to be bound by the terms and conditions of this Agreement (sometimes referred to as "the subject lands"), are located in the geographic Township of Proton, in the TOWNSHIP OF SOUTHGATE, and are more particularly described in Schedule "A".

SECTION II - COMPONENTS OF THE AGREEMENT

1. The text and the following Schedules, which are annexed hereto, constitute the components of this Agreement.

Schedule "A" - Legal Description of the Lands being developed.

Schedule "B" - Site Plan(s)

SECTION III - REGISTRATION OF AGREEMENT

1. This Agreement shall be registered on title to the said lands as provided for by Section 41(10) of the Planning Act, R.S.O., 1990, as amended, at the expense of the OWNERS;
2. The OWNERS agree that all documents required herein shall be submitted in a form suitable to the TOWNSHIP and suitable for registration, as required;
3. The PARTIES agree that this Agreement must be registered against the OWNERS' lands within thirty (30) days of the execution thereof by both parties.

SECTION IV - BUILDING PERMITS

1. The OWNERS agree to not request the Chief Building Official to issue any further building permits to carry out the development until this Agreement has been registered on title to the lands described in Schedule "A" attached hereto and a registered copy of same has been provided to the Township.
2. It is agreed that if the OWNERS fail to apply for any building permit or permits to implement this Agreement within 12 months from the date upon which such building permit would be available, then the TOWNSHIP, at its option has the right to terminate the said Agreement and require that a new Site Plan Agreement be submitted for approval and execution.

SECTION V - PROVISIONS

1. **THIS AGREEMENT** applies to works related to the entire subject lands and includes the exterior of existing buildings, new structures, drainage and servicing and entrance as required. Agricultural and residential uses are not applicable to Site Plan Agreement in accordance with section 41 of the Planning Act and By-law 2007-47.
2. **The OWNERS** further covenant and agree to develop the subject lands in accordance with the Site Plan being Schedule "B" attached hereto, and that no work will be performed on the subject lands except in conformity to all provisions of this Agreement.
3. **THE OWNERS** agree to carry out on the lands at the work, and to construct, install and maintain at its expense all of the services, works and facilities stipulated, described by words and numbers, and shown in and upon the following Plans, that is:

(i) Submitted Site Plan Drawings;

which Plan is hereinafter called "the Site Plan". Notwithstanding the generality of the foregoing the requirements under this agreement include all of the notes and printed text contained in and on the Plans making up the Site Plan.

4. *Further Description of Work and Location of Site Plan.* Without limiting the generality of the foregoing, all of the specifications and said requirements contained in the said Site Plan, which is on file at Southgate's Municipal Office, shall be adhered to and satisfied by the Owner to the satisfaction of Southgate.
5. *Exterior Fascia.* In order to mitigate possible noise impacts of the facility, the owner agrees that the Chief Building Official or By-law Enforcement Officer, may require, if complaints are received, that all doors and windows remain closed during operating hours. The windows facing the road shall remain closed and the shop shall be constructed in accordance with the drawings provided in this agreement.

6. *Storm Drainage -- General.* Notwithstanding the foregoing, the Owner agrees that the storm drainage system on and for the lands shall be designed and constructed to the satisfaction of Southgate at the expense of the Owner.
7. *Entrance.* The entrance to the property is from Southgate Road 08. If the road is paved it is the owners responsibility to pave the apron between the edge of pavement and the property line. Depending on Truck Traffic a Commercial Entrance may be required at the discretion of the Township.
8. *Fire Suppression.* The owner agrees to install all necessary servicing and equipment on the property for fire fighting and fire suppression, at the owners expense.
9. *Servicing.* The owner is responsible for ensuring that a private well and sewage disposal system are in good working order to accommodate the shop and its employees.
10. *Landscaped Buffering.* The owner agrees to install a landscaped screening buffer where outdoor storage areas are exercised, installed or used, in accordance with the Township of Southgate Zoning By-law. This buffer must be maintained for the purposes of providing a visual barrier.
11. *Outside Storage.* Outside storage may only be located in the areas identified on the Site Plan. Stacking in the outside storage area is limited to a maximum height of 3m and in no case will it be higher than the eaves of the workshop.
12. *Dust Control Measures.* The owner agrees to provide for dust control measures such as calcium and water, to mitigate impacts as required by the Township of Southgate. These measures will be required for those areas of the site not asphalted or seeded with grass.
13. *Lighting.* All exterior lighting must be dark sky compliant. It must be pointed downward and remain internal to the site in accordance with the Township of Southgate Standards.
14. *Hours of Operation.* The owner agrees that the small scale industrial metal shop shall operate from 7:00 am to 7:00 pm Monday to Friday and 7:00 am till 12:00 pm on Saturday. The operation shall remain closed on Sundays and Statutory Holidays.
15. *MOE Certificates of Approval (if required).* The Owner shall not commence any work on the lands or cause any work to be commenced on the said public highway until any Certificate of Approval required under the *Environmental Protection Act* and or the regulations made under it has been duly applied for by the Owner and a copy of the application has been filed with Southgate Township.
16. *Postponement and Subordination of Encumbrances.* The Owner covenants and agrees, at its own expense, to obtain and register such documentation from its mortgagees or those holding encumbrances as may be deemed necessary by Southgate to postpone and subordinate their interest in the lands to the interest of Southgate to the extent that this Agreement shall take effect and have priority as if it have been executed and registered prior to the execution and registration of any such mortgages or encumbrances.
17. *Southgate's Professional Fees and Disbursements.* The Owner shall reimburse Southgate for all of its engineering and legal expenses (professional fees and disbursements) in connection with the development and implementation of this Agreement.

18. *Waiver.* The failure of Southgate at any time to require performance by the Owner of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall the waiver by Southgate of the performance of any obligation hereunder be taken or be held to be a waiver of the performance of the same or any other obligation hereunder at any later time. Southgate shall specifically retain its rights at law to enforce this Agreement.

19. *No Challenge to the Agreement.* The parties covenant and agree with each other not to call into question or challenge, directly or indirectly, in any proceeding or action in court, or before any administrative tribunal, the parties' right to enter into and force this Agreement. The law of contract applies to this Agreement and the parties are entitled to all remedies arising from it, notwithstanding any provisions in Section 41 of the Planning Act interpreted to the contrary. The parties agree that adequate consideration has flowed from each party to the other and that they are not severable. This provision may be pleaded by either party in any action or proceeding as an estoppel of any denial of such right.

20. *Enforcement.* The Owner acknowledges that Southgate, in addition to any other remedy it may have at law, may also be entitled to enforce this Agreement in accordance with Section 446 of the *Municipal Act, 2001* as amended.

21. *Mediation.* Without affecting Southgate's statutory right under subsection 41(11) of the said *Planning Act* to, at its complete discretion, invoke the provisions of Section 446 of the *Municipal Act, 2001* as amended regarding any applicable requirement herein in which case this paragraph shall be inoperative and inapplicable, in the event that a dispute relating to this Agreement or its implementation arises that cannot be resolved by negotiation between the parties, the parties agree to use the services of a mediator to attempt to resolve their differences and failing agreement on the procedure to be followed, it shall be conducted in accordance with the rules of procedure for the conduct of mediations of the ADR Institute of Ontario Inc. or its successor body.

22. *Registration.* The Owner consents to the registration of this Agreement or Notice of this Agreement by Southgate on the title to the lands.

23. *Enurement Clause.* The covenants, agreements, stipulations, declarations and provisions contained herein shall run with the lands and shall be binding upon the Owner and its successors and assigns and the benefit thereof shall enure to Southgate and its successors and assigns.

SECTION VI - BINDING PARTIES, ALTERATION, AMENDMENT, EFFECT, NOTICE, PENALTY

1. This Agreement may only be amended or varied by a written document of equal formality herewith duly executed by the parties hereto and registered against the title to the subject lands.

2. The OWNER further agrees to complete the items detailed on Schedule "B" within three (3) years of the date of registration of this Agreement.

3. Following completion of the works, the OWNER shall maintain to the satisfaction of the TOWNSHIP, and at the sole expense of the OWNER, all the facilities or works described in Schedule "B".

4. This Agreement shall inure to the benefit of and be binding upon the respective successors and assigns of each of the PARTIES hereto.

5. The Agreement shall come into effect on the date of execution by the TOWNSHIP.

6. The OWNER acknowledges that this Agreement is entered into under the provisions of Section 41(7)(c) of the Planning Act, R.S.O., 1990, as amended.

7. Any notice required to be given pursuant to the terms hereto shall be in writing and mailed or delivered to the other at the following address:

To the OWNER: Powdermax Inc.
1417 Manser Road
Wellesley, ON. N0B 2T0

To the TOWNSHIP: Clerk
Township of Southgate
185667 Grey Rd 9,
Dundalk, ON.
N0C 1B0

IN WITNESS WHEREOF the corporate parties have executed this Agreement by affixing thereto their corporate seals, as attested by the hand of their proper signing officers duly authorized in that behalf.

AND IN WITNESS WHEREOF the natural parties hereto have hereunto set their hands and seals. Signing authorized by by-law 2020-082.

SIGNED, SEALED AND
DELIVERED

in the presence of:

Witness

Witness

) {OWNERS' NAMES}

)

)

)

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) Date: _____

)

) We have authority to bind the corporation

**THE CORPORATION OF THE
TOWNSHIP OF SOUTHGATE**

John Woodbury, Mayor

Lindsey Green, Acting Clerk

Schedule "A"

THE LAND

All and singular that certain parcel or tract of land and premises situate, lying and being in the Township of Southgate, in the County of Grey and Province of Ontario, and being composed of:

**Con 4, Part lot 39, Geographic Township of Proton,
Township of Southgate , alternately described as
086682 Southgate Road 08**

Schedule "B"

SITE PLANS

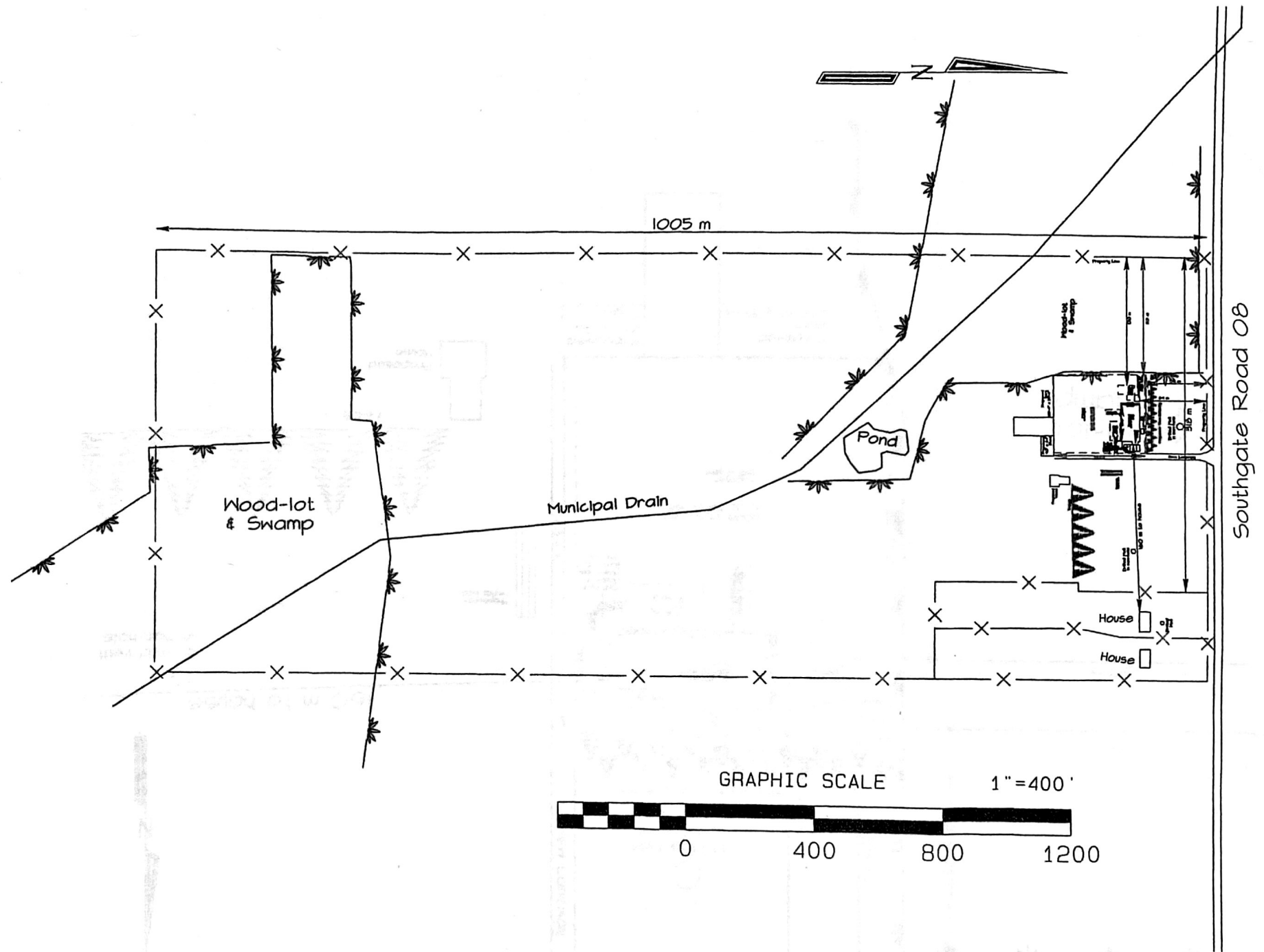
Drawing #1. Dated August 5th, 2020 and signed by the planner

Drawing #2. Dated August 5th, 2020 and signed by the planner

Drawing #3. Dated August 5th, 2020 and signed by the planner

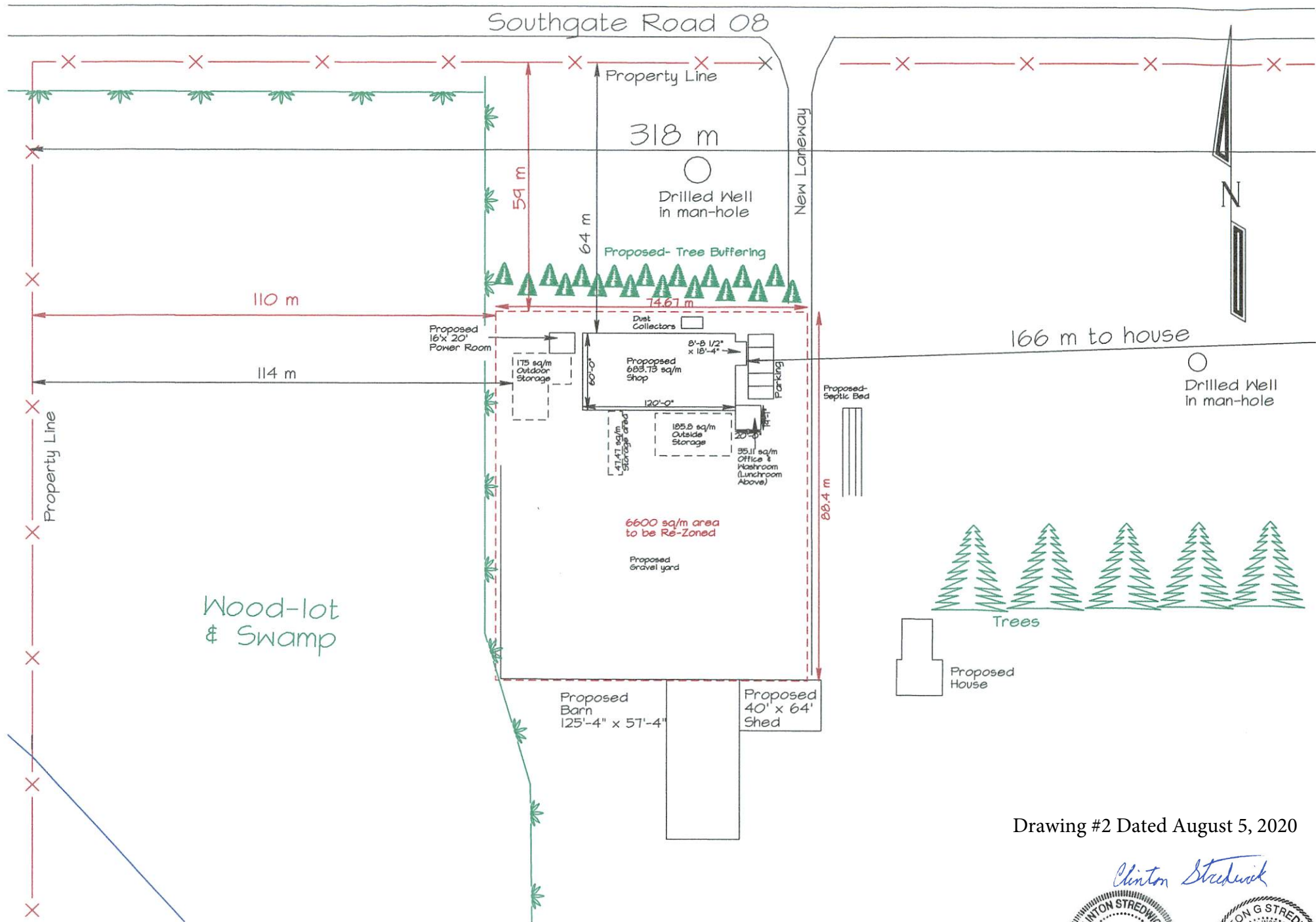
Drawing #4. Dated August 5th, 2020 and signed by the planner

Drawing #5. Dated August 5th, 2020 and signed by the planner

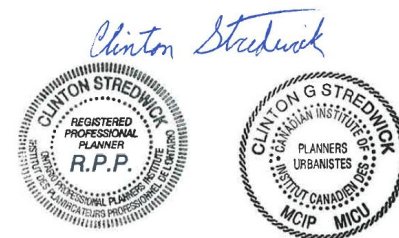


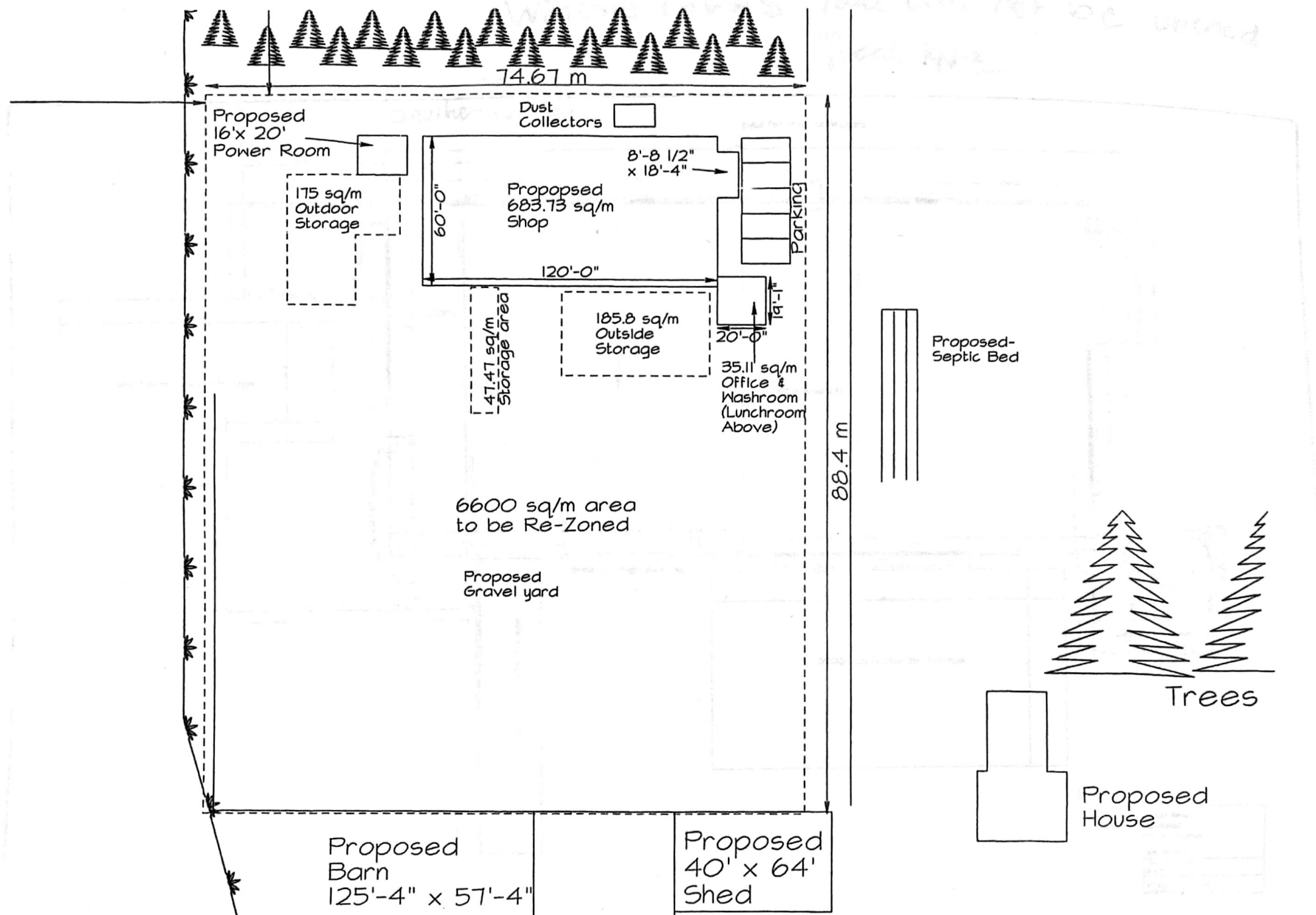
Drawing #1 Dated August 5, 2020



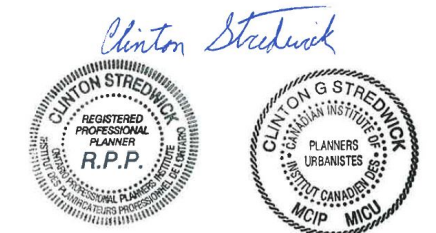


Drawing #2 Dated August 5, 2020





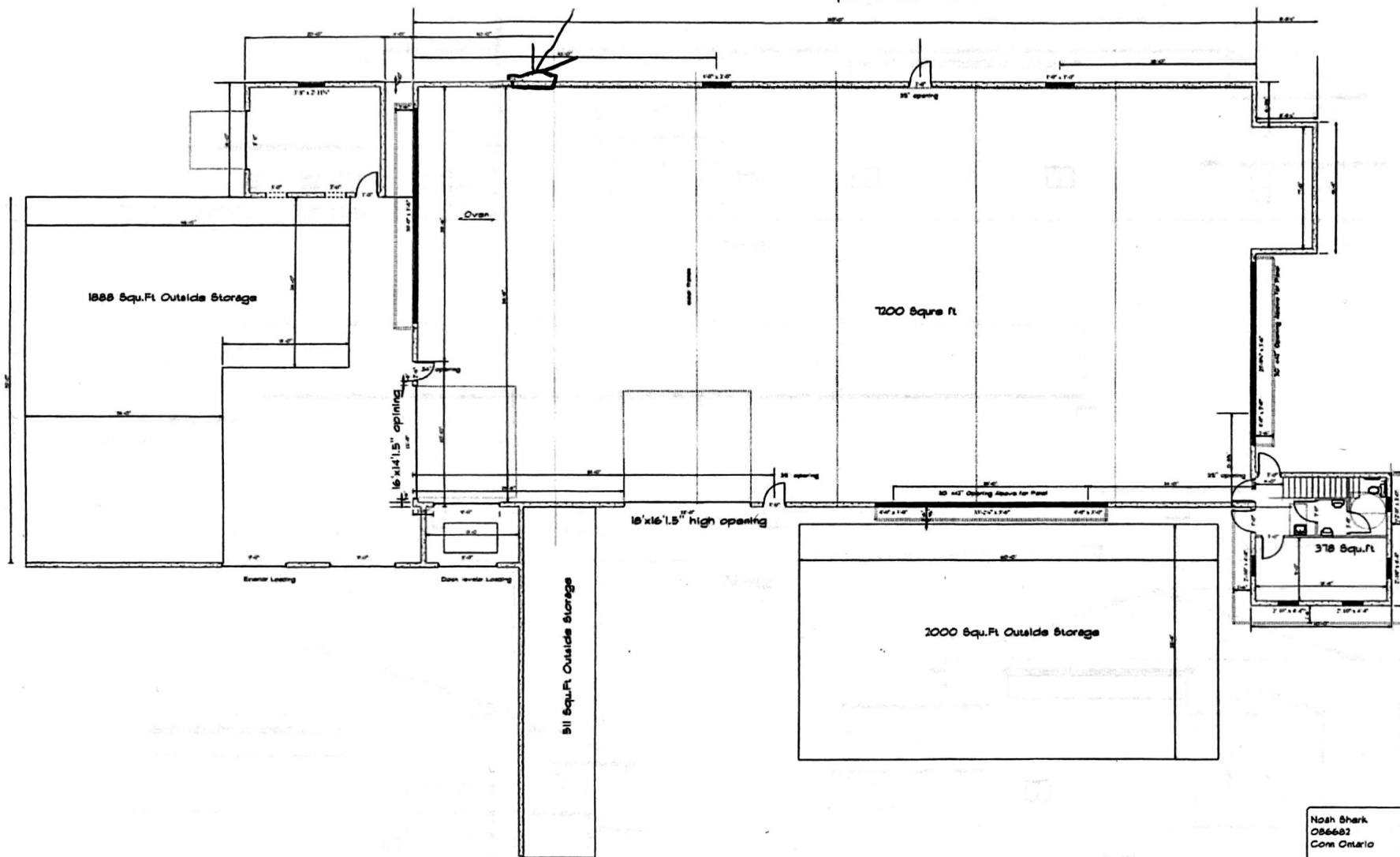
Drawing #3 Dated August 5, 2020



Windows Towards road can not be opened
 Noah Ark

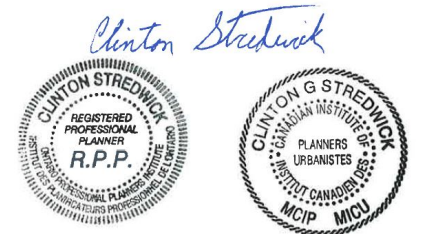
another window

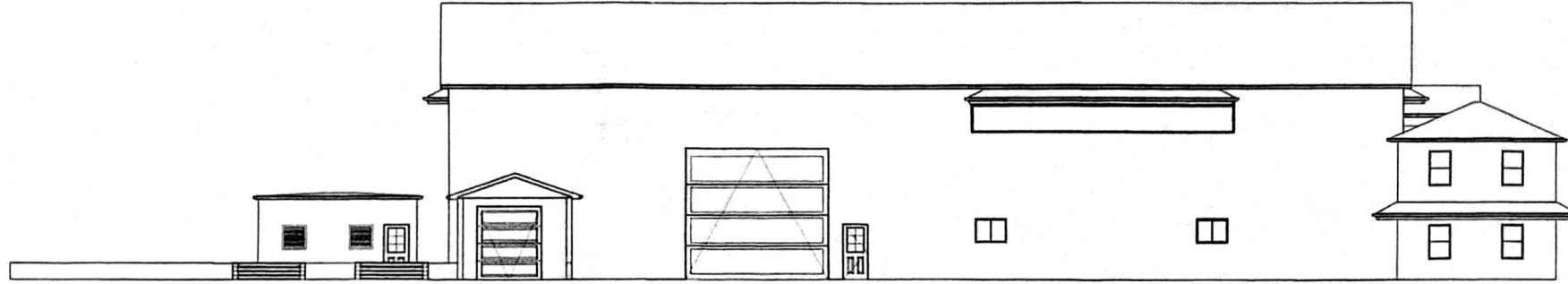
pad for dust collectors



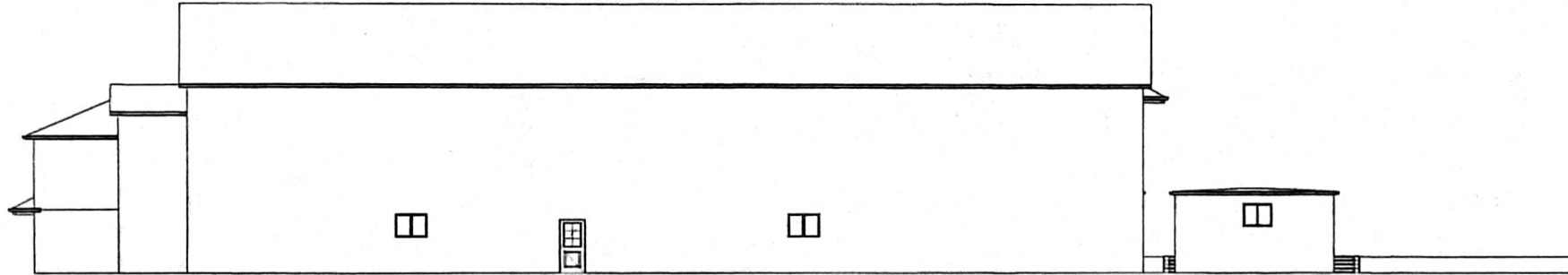
Noah Shark
 086682
 Conn Ontario
 915-808-4936
 Drawing Scale
 1/8" = 1'-0"
 MAIN FLOOR

Drawing #4 Dated August 5, 2020

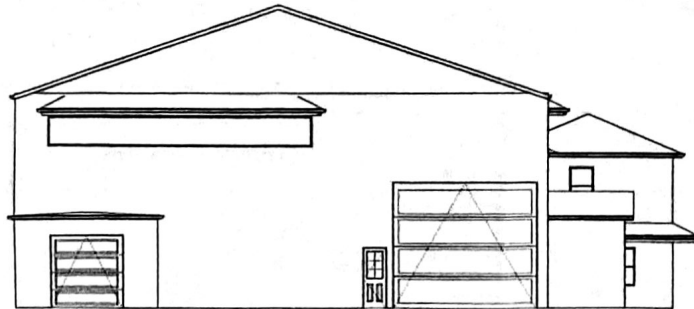




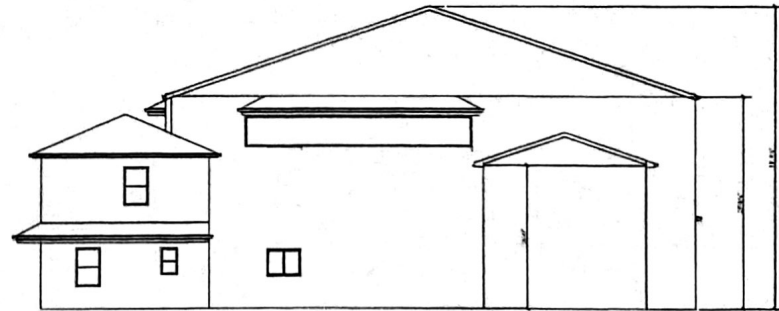
South



North



West



East

Noah Shank
086682
Corn Ontario
519-605-4938
Drawing Scale
0.25" = 1' 0"
Elevations

Drawing #5 Dated August 5, 2020





Staff Report PL2020-029

Title of Report: PL2020-029-SP8-20 Wil-Mar Inc.
Department: Clerks
Branch: Planning Services
Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report PL2020-029 for information; and
That Council consider approval of By-law 2020-084 authorizing the entering into a Site Plan Agreement.

Property Location: 146045 Southgate Road 14



Background:

This Site Plan Agreement implements Zoning Bylaw amendment Application C25-19.

A public meeting was held on February 19, 2020 for the zoning and the application was approved by by-law 2020-064 at the June 17th, 2020 Council Meeting.

Staff Comments:

The Site Plan and Site Plan Agreement address a number of issues to mitigate potential conflicts with neighbouring land uses. The agreement attempts to mitigate concerns raised by on farm shops and it includes the following:

1. Providing landscaping and screening to blend it in with the Surrounding Area. The screening trees are to be a minimum 1.5m in height and coniferous in order to provide screening of the outdoor storage areas and to blend the building in with the landscape.
2. Ensuring that in the event of a complaint all doors and windows will remain closed during operation. The large garage and loading doors are oriented away from the Road.
3. Hours of Operation have been included as 7am to 7pm Monday to Friday and 7am to noon on Saturday with the business remaining closed on Sundays and all statutory holidays.
4. Applying dust control measures at the Townships discretion.
5. Dark Sky Compliant lighting.

The closest residence is approximately 246m to the south of the area zoned for the workshop. The large garage doors are oriented away from the road. A key map of the area has been provided for your review.

The above provisions will ensure that surrounding land uses are minimally impacted by the proposed development. It is therefore, the recommendation of Township staff to approve the Site Plan and authorize the Mayor and Clerk to sign the attached Site Plan Agreement.

Financial Implications:

None

Concluding Comments:

Based on the above it is recommended that the Council receive this staff report and consider approval of by-law 2020-084 authorizing the agreement.

Respectfully Submitted,

Municipal Planner: Original Signed By
Clinton Stredwick, BES, MCIP, RPP



CAO Approval: Original Signed By
Dave Milliner, CAO

Attachments:

The Corporation of the Township of Southgate
By-law Number 2020-084

Being a by-law to authorize the execution of a Site Plan Control Agreement

Whereas Section 41 of the Planning Act, RSO 1990, Chapter P.13 as amended authorizes municipalities to designate areas of Site Plan Control, and to subsequently enter into agreements with respect to the conditions of development or redevelopment of lands in areas of Site Plan Control; and

Whereas all of the lands within the Township are designated as a Site Plan Control Area pursuant to the provisions of Section 41 of the Planning Act and By-law 2007-47; and

Whereas the Council of the Township of Southgate deems it expedient to enter into a Site Plan Agreement with the owner,

Now therefore be it resolved that the Council of the Corporation of the Township of Southgate enacts as follows:

1. **That** a Site Plan Agreement between the WIL-MAR INC and the Township of Southgate for the development of the lands described as Con 11, S PT lot 23 Proton, Township of Southgate is authorized. Such agreement being attached hereto as Schedule "A" and which forms a part of this by-law;
2. **That** the Mayor and Clerk are authorized to sign the Site Plan Agreement on behalf of the Council of the Corporation of the Township of Southgate in substantially the form as that set out in Schedule A;
3. **That** the Clerk is authorized and directed to cause notice of the Site Plan Agreement to be registered on the title to the said lands forthwith after it has been signed by all parties; and
4. **That** this By-law shall come into full force and effect upon the final passing hereof.

Read a first and second time this 5th day of August 2020.

Read a third time and finally passed this 5th day of August 2020.

Mayor – John Woodbury

Acting Clerk- Lindsey Green

THE CORPORATION OF
THE TOWNSHIP OF SOUTHGATE

SITE PLAN AGREEMENT

THIS AGREEMENT made in triplicate this_____ day of_____, 2020

Between: WIL-MAR INC

(hereinafter called the "OWNERS" OF THE FIRST PART)

- and -

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

(hereinafter called the "TOWNSHIP" OF THE SECOND PART)

WHEREAS the OWNERS represents that they are the owners of these lands and premises in the Township of Southgate in the County of Grey, being more particularly described in s Schedule "A"

AND WHEREAS the OWNERS have applied to the TOWNSHIP to permit development on the OWNER'S lands;

AND WHEREAS the Encumbrancer(s) (if any) hold registered security interests in the lands and all Encumbrancers of the lands are included as parties to this Agreement

AND WHEREAS the OWNERS have agreed with the TOWNSHIP to furnish and perform the works, material, matters and things required to be done, furnished and performed in the manner hereinafter described in connection with the proposed use of the subject lands;

AND WHEREAS the said lands have been designated by the Council of the TOWNSHIP as being within a site plan control area as provided by Section 41 of the Planning Act, R.S.O. 1990, as amended;

NOW THEREFORE witnesseth that in consideration of other good and valuable consideration and the sum of one -----(\$1.00)-----DOLLAR of lawful money of Canada now paid by the TOWNSHIP to the OWNER, the receipt whereof is hereby acknowledged, the OWNERS and the TOWNSHIP covenant, declare and agree as follows:

SECTION 1 - LANDS TO BE BOUND

1. The lands to be bound by the terms and conditions of this Agreement (sometimes referred to as "the subject lands"), are located in the geographic Township of Proton, in the TOWNSHIP OF SOUTHGATE, and are more particularly described in Schedule "A".

SECTION II - COMPONENTS OF THE AGREEMENT

1. The text and the following Schedules, which are annexed hereto, constitute the components of this Agreement.

Schedule "A" - Legal Description of the Lands being developed.

Schedule "B" - Site Plan(s)

SECTION III - REGISTRATION OF AGREEMENT

1. This Agreement shall be registered on title to the said lands as provided for by Section 41(10) of the Planning Act, R.S.O., 1990, as amended, at the expense of the OWNERS;
2. The OWNERS agree that all documents required herein shall be submitted in a form suitable to the TOWNSHIP and suitable for registration, as required;
3. The PARTIES agree that this Agreement must be registered against the OWNERS' lands within thirty (30) days of the execution thereof by both parties.

SECTION IV - BUILDING PERMITS

1. The OWNERS agree to not request the Chief Building Official to issue any further building permits to carry out the development until this Agreement has been registered on title to the lands described in Schedule "A" attached hereto and a registered copy of same has been provided to the Township.
2. It is agreed that if the OWNERS fail to apply for any building permit or permits to implement this Agreement within 12 months from the date upon which such building permit would be available, then the TOWNSHIP, at its option has the right to terminate the said Agreement and require that a new Site Plan Agreement be submitted for approval and execution.

SECTION V - PROVISIONS

1. **THIS AGREEMENT** applies to works related to the entire subject lands and includes the exterior of existing buildings, new structures, drainage and servicing and entrance as required. Agricultural and residential uses are not applicable to Site Plan Agreement in accordance with section 41 of the Planning Act and By-law 2007-47.
2. **The OWNERS** further covenant and agree to develop the subject lands in accordance with the Site Plan being Schedule "B" attached hereto, and that no work will be performed on the subject lands except in conformity to all provisions of this Agreement.
3. **THE OWNERS** agree to carry out on the lands at the work, and to construct, install and maintain at its expense all of the services, works and facilities stipulated, described by words and numbers, and shown in and upon the following Plans, that is:

(i) Submitted Site Plan Drawings;

which Plan is hereinafter called "the Site Plan". Notwithstanding the generality of the foregoing the requirements under this agreement include all of the notes and printed text contained in and on the Plans making up the Site Plan.

4. *Further Description of Work and Location of Site Plan.* Without limiting the generality of the foregoing, all of the specifications and said requirements contained in the said Site Plan, which is on file at Southgate's Municipal Office, shall be adhered to and satisfied by the Owner to the satisfaction of Southgate.
5. *Exterior Fascia.* In order to mitigate possible noise impacts of the facility, the owner agrees that the Chief Building Official or By-law Enforcement Officer, may require, if complaints are received, that all doors and windows remain closed during operating hours. The windows facing the road shall remain closed and the shop shall be constructed in accordance with the drawings provided in this agreement.

6. *Storm Drainage -- General.* Notwithstanding the foregoing, the Owner agrees that the storm drainage system on and for the lands shall be designed and constructed to the satisfaction of Southgate at the expense of the Owner.
7. *Entrance.* The entrance to the property is from Southgate Road 14. A Commercial Entrance permit is required and a paved apron between the edge of pavement and the property line is required at the expense of the owner.
8. *Fire Suppression.* The owner agrees to install all necessary servicing and equipment on the property for fire fighting and fire suppression, at the owners expense.
9. *Servicing.* The owner is responsible for ensuring that a private well and sewage disposal system are in good working order to accommodate the shop and its employees.
10. *Landscaped Buffering.* The owner agrees to install a landscaped screening buffer where outdoor storage areas are exercised, installed or used, in accordance with the Township of Southgate Zoning By-law. This buffer must be maintained for the purposes of providing a visual barrier. The buffer trees shall coniferous and be a minimum of 1.5m in height.
11. *Outside Storage.* Outside storage may only be located in the areas identified on the Site Plan. Stacking in the outside storage area is limited to a maximum height of 3m and in no case will it be higher than the eaves of the workshop.
12. *Dust Control Measures.* The owner agrees to provide for dust control measures such as calcium and water, to mitigate impacts as required by the Township of Southgate. These measures will be required for those areas of the site not asphalted or seeded with grass.
13. *Lighting.* All exterior lighting must be dark sky compliant. It must be pointed downward and remain internal to the site in accordance with the Township of Southgate Standards.
14. *Hours of Operation.* The owner agrees that the small scale industrial metal shop shall operate from 7:00 am to 7:00 pm Monday to Friday and 7:00 am till 12:00 pm on Saturday. The operation shall remain closed on Sundays and Statutory Holidays.
15. *MOE Certificates of Approval (if required).* The Owner shall not commence any work on the lands or cause any work to be commenced on the said public highway until any Certificate of Approval required under the *Environmental Protection Act* and or the regulations made under it has been duly applied for by the Owner and a copy of the application has been filed with Southgate Township.
16. *Postponement and Subordination of Encumbrances.* The Owner covenants and agrees, at its own expense, to obtain and register such documentation from its mortgagees or those holding encumbrances as may be deemed necessary by Southgate to postpone and subordinate their interest in the lands to the interest of Southgate to the extent that this Agreement shall take effect and have priority as if it have been executed and registered prior to the execution and registration of any such mortgages or encumbrances.
17. *Southgate's Professional Fees and Disbursements.* The Owner shall reimburse Southgate for all of its engineering and legal expenses (professional fees and disbursements) in connection with the development and implementation of this Agreement.

18. *Waiver.* The failure of Southgate at any time to require performance by the Owner of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall the waiver by Southgate of the performance of any obligation hereunder be taken or be held to be a waiver of the performance of the same or any other obligation hereunder at any later time. Southgate shall specifically retain its rights at law to enforce this Agreement.

19. *No Challenge to the Agreement.* The parties covenant and agree with each other not to call into question or challenge, directly or indirectly, in any proceeding or action in court, or before any administrative tribunal, the parties' right to enter into and force this Agreement. The law of contract applies to this Agreement and the parties are entitled to all remedies arising from it, notwithstanding any provisions in Section 41 of the Planning Act interpreted to the contrary. The parties agree that adequate consideration has flowed from each party to the other and that they are not severable. This provision may be pleaded by either party in any action or proceeding as an estoppel of any denial of such right.

20. *Enforcement.* The Owner acknowledges that Southgate, in addition to any other remedy it may have at law, may also be entitled to enforce this Agreement in accordance with Section 446 of the *Municipal Act, 2001* as amended.

21. *Mediation.* Without affecting Southgate's statutory right under subsection 41(11) of the said *Planning Act* to, at its complete discretion, invoke the provisions of Section 446 of the *Municipal Act, 2001* as amended regarding any applicable requirement herein in which case this paragraph shall be inoperative and inapplicable, in the event that a dispute relating to this Agreement or its implementation arises that cannot be resolved by negotiation between the parties, the parties agree to use the services of a mediator to attempt to resolve their differences and failing agreement on the procedure to be followed, it shall be conducted in accordance with the rules of procedure for the conduct of mediations of the ADR Institute of Ontario Inc. or its successor body.

22. *Registration.* The Owner consents to the registration of this Agreement or Notice of this Agreement by Southgate on the title to the lands.

23. *Enurement Clause.* The covenants, agreements, stipulations, declarations and provisions contained herein shall run with the lands and shall be binding upon the Owner and its successors and assigns and the benefit thereof shall enure to Southgate and its successors and assigns.

SECTION VI - BINDING PARTIES, ALTERATION, AMENDMENT, EFFECT, NOTICE, PENALTY

1. This Agreement may only be amended or varied by a written document of equal formality herewith duly executed by the parties hereto and registered against the title to the subject lands.

2. The OWNER further agrees to complete the items detailed on Schedule "B" within three (3) years of the date of registration of this Agreement.

3. Following completion of the works, the OWNER shall maintain to the satisfaction of the TOWNSHIP, and at the sole expense of the OWNER, all the facilities or works described in Schedule "B".

4. This Agreement shall inure to the benefit of and be binding upon the respective successors and assigns of each of the PARTIES hereto.

5. The Agreement shall come into effect on the date of execution by the TOWNSHIP.

6. The OWNER acknowledges that this Agreement is entered into under the provisions of Section 41(7)(c) of the Planning Act, R.S.O., 1990, as amended.

7. Any notice required to be given pursuant to the terms hereto shall be in writing and mailed or delivered to the other at the following address:

To the OWNER: WIL-MAR INC
 146024 Southgate Road 14
 Dundalk, ON. N0C 1B0

To the TOWNSHIP: Clerk
 Township of Southgate
 185667 Grey Rd 9,
 Dundalk, ON.
 N0C 1B0

IN WITNESS WHEREOF the corporate parties have executed this Agreement by affixing thereto their corporate seals, as attested by the hand of their proper signing officers duly authorized in that behalf.

AND IN WITNESS WHEREOF the natural parties hereto have hereunto set their hands and seals. Signing authorized by by-law 2020-084.

SIGNED, SEALED AND) {OWNERS' NAMES}
DELIVERED)
)
)
)
in the presence of:)
)
)
) Per: _____
_____)
Witness)
)
) Per: _____
)
) Date: _____
)
_____)
Witness)
)
)
)
) Per: _____
) John Woodbury, Mayor
)
)
) Per: _____
) Lindsey Green, Acting Clerk
)
) Date: _____
)
) We have authority to bind the corporation

Schedule "A"

THE LAND

All and singular that certain parcel or tract of land and premises situate, lying and being in the Township of Southgate, in the County of Grey and Province of Ontario, and being composed of:

**Con 11, S Part lot 23, Geographic Township of
Proton, Township of Southgate , alternately
described as 146045 Southgate Road 14**

Schedule "B"

SITE PLANS

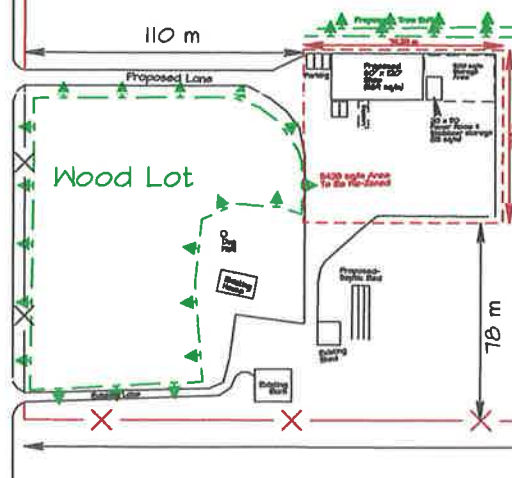
Drawing #1. Dated August 5th, 2020 and signed by the planner

Drawing #2. Dated August 5th, 2020 and signed by the planner

Southgate Road 14

Southgate SRD 15

Vacant Lot



426 m

Wood Lot

Water Course

Wood Lot

500 m

Drawing #1 Dated August 5, 2020



Southgate Road 14

110 m



Proposed- Tree Buffer

79.25 m

Proposed Lane

Parking

Proposed
60' x 120'
Shop
(669 sq/m)

500 sq/m
Storage
Area

20 x 30
Power Room &
Skidsteer storage
(55 sq/m)

68.5 m

Wood Lot

5428 sq/m Area
To Be Re-Zoned

O
Dug
Well

Existing
House

Proposed-
Septic Bed

Existing
Shed

Existing
Barn

Existing Lane

78 m

Drawing #2 Dated August 5, 2020



Township of Southgate
Administration Office
185667 Grey Road 9, RR 1
Dundalk, ON N0C 1B0



Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262
Web: www.southgate.ca

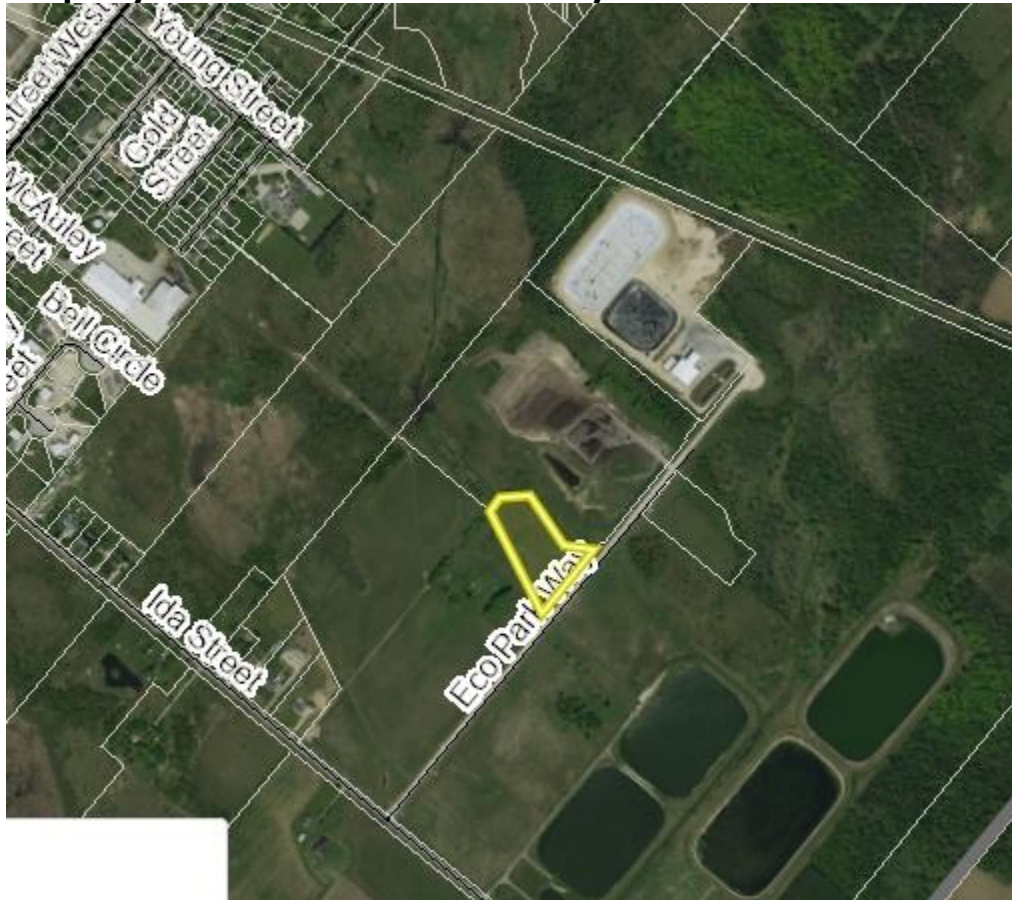
Staff Report PL2020-028

Title of Report: PL2020-028-SP7-20- Canadian Fence & Hardware Inc.
Department: Clerks
Branch: Planning Services
Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report PL2020-028 for information; and
That Council consider approval of By-law 2020-083 authorizing the entering into a Site Plan Agreement.

Property Location: 151 Eco Park Way



Background:

Canadian Fence & Hardware Inc. received Site Plan approval in February of 2019. By By-law 2019-021.

Since that time, the owners have abandoned the idea of a self storage unit on the property because of grading and drainage costs and concerns. As a result, they have moved the Fencing warehouse to a new location on the property. Unfortunately, this requires an amendment to the site Plan Agreement that is registered on title.

An amending Site Plan Application was received on May 5th, 2020. The drawings reflect the relocation of the fencing warehouse and removal of the self storage building. All other provisions of the site plan agreement will continue to apply.

Staff Comments:

Unfortunately the owners were not able to construct the second building because of drainage and grading cost and concerns, however, the Fencing warehouse will be a good asset to the Eco Park to provide goods to the surrounding area.

The building will still be required to hook up to municipal water and sewer and will be required to have a commercial entrance.

Financial Implications:

There are no implications to Township with respect to Finances.

Concluding Comments:

Based on the nature of the changes to the site plan agreement staff recommend approval of the amending agreement.

Respectfully Submitted,

Municipal Planner: Original Signed By
Clinton Stredwick, BES, MCIP, RPP



CAO Approval: Original Signed By
Dave Milliner, CAO

Attachments:

The Corporation of the Township of Southgate
By-law Number 2020-083

Being a by-law to authorize the execution of a
Site Plan Control Amending Agreement

Whereas Section 41 of the Planning Act, RSO 1990, Chapter P.13 as amended authorizes municipalities to designate areas of Site Plan Control, and to subsequently enter into agreements with respect to the conditions of development or redevelopment of lands in areas of Site Plan Control; and

Whereas all of the lands within the Township are designated as a Site Plan Control Area pursuant to the provisions of Section 41 of the Planning Act and By-law 2007-47; and

Whereas the Council of the Township of Southgate deems it expedient to enter into a Site Plan Amending Agreement with the owner,

Now therefore be it resolved that the Council of the Corporation of the Township of Southgate enacts as follows:

1. **That** an Amending Site Plan Agreement between Canadian Fence & Hardware Inc. and the Township of Southgate for the development of the lands described as Con 2 SWTSR, Pt lot 236, being Part 2 on Plan 16R9654, Proton, Township of Southgate is authorized. Such amending agreement being attached hereto as Schedule "A" and which forms a part of this by-law;
2. **That** the Mayor and Clerk are authorized to sign the Site Plan Amending Agreement on behalf of the Council of the Corporation of the Township of Southgate in substantially the form as that set out in Schedule A;
3. **That** the Clerk is authorized and directed to cause notice of the Site Plan Amending Agreement to be registered on the title to the said lands forthwith after it has been signed by all parties; and
4. **That** this By-law shall come into full force and effect upon the final passing hereof.

Read a first and second time this 5th day of August 2020.

Read a third time and finally passed this 5th day of August 2020.

Mayor – John Woodbury

Acting Clerk- Lindsey Green

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

SITE PLAN AMENDMENT AGREEMENT

This Agreement made the ____ day of ____, 2020.

BETWEEN:

Canadian Fence & Hardware Inc.

Hereinafter called the "Developer"

-and-

**THE CORPORATION OF THE MUNICIPALITY OF THE TOWNSHIP OF
SOUTHGATE**

Hereinafter called the "Municipality"

WHEREAS the Developer is the owner of certain lands known as Con 2 SWTSR, Pt lot 236, being Part 2 on Plan 16R9654, Geographic Township of Proton, Township of Southgate (the "Lands"); and

WHEREAS the Developer entered into a Site Plan Agreement with the Municipality on the 15th day of January, 2020 (the "Site Plan Agreement") with respect to developing the Lands; and

WHEREAS the Developer has applied to the Municipality for an amendment to the Site Plan Agreement under Section 41 of the *Planning Act*, R.S.O., 1990, c.P.13 in respect of its site plan for the development of the site (hereinafter called the "Works"); and

WHEREAS the Site Plan Agreement provides that its terms may be amended or varied by a written document signed by both parties and registered against the Lands; and

WHEREAS the Municipality has approved the amendment to the Site Plan Agreement subject to certain conditions and subject to entering into of this agreement.

NOW THEREFORE WITNESSETH that in consideration of the promises and other good and valuable consideration, the receipt and sufficiency whereof the parties irrevocably acknowledge, the parties agree as follows:

1. That the drawings in schedule A to this amending agreement shall replace the drawings from the existing site plan agreement and be the only drawings applicable to the site and previous drawings shall be void; and
2. That the Owner consents to the registration of this Agreement or Notice of this Agreement on title to the Lands at the Owner's expense. Such registration may be at the instance of the Township; and
3. That all other terms, conditions, and drawing of the Site Plan Agreement shall remain unchanged and shall continue in full force and effect and time shall remain of the essence.

IN WITNESS WHEREOF the Developer has hereunto affixed its corporate seal attested by the hands of its duly authorized officers.

Per:

I have authority to bind the Corporation

IN WITNESS WHEREOF the Corporation of the Township of Southgate has hereunto affixed its corporate seal attested by the hands of its duly authorized officers.

The Corporation of the Township of Southgate

Per: John Woodbury, Mayor

Per: Lindsey Green, Acting Clerk

We have authority to bind the Corporation

Schedule A

SITE PLANS

Drawing #1. Dated August 5th, 2020 and signed by the planner
Drawing #2. Dated August 5th, 2020 and signed by the planner
Drawing #3. Dated August 5th, 2020 and signed by the planner
Drawing #4. Dated August 5th, 2020 and signed by the planner
Drawing #5. Dated August 5th, 2020 and signed by the planner
Drawing #6. Dated August 5th, 2020 and signed by the planner
Drawing #7. Dated August 5th, 2020 and signed by the planner
Drawing #8. Dated August 5th, 2020 and signed by the planner
Drawing #9. Dated August 5th, 2020 and signed by the planner
Drawing #10. Dated August 5th, 2020 and signed by the planner
Drawing #11. Dated August 5th, 2020 and signed by the planner
Drawing #12. Dated August 5th, 2020 and signed by the planner
Drawing #13. Dated August 5th, 2020 and signed by the planner
Drawing #14. Dated August 5th, 2020 and signed by the planner
Drawing #15. Dated August 5th, 2020 and signed by the planner
Drawing #16. Dated August 5th, 2020 and signed by the planner
Drawing #17. Dated August 5th, 2020 and signed by the planner
Drawing #18. Dated August 5th, 2020 and signed by the planner
Drawing #19. Dated August 5th, 2020 and signed by the planner
Drawing #20. Dated August 5th, 2020 and signed by the planner
Drawing #21. Dated August 5th, 2020 and signed by the planner

TOWNSHIP OF SOUTHGATE
LOT 3, ECO PARK
DUNDALK, ONTARIO

PROJECT No: 2018- 01-DUNDALK - REVISION
ISSUED: MARCH 2020
DATE: MARCH 2020

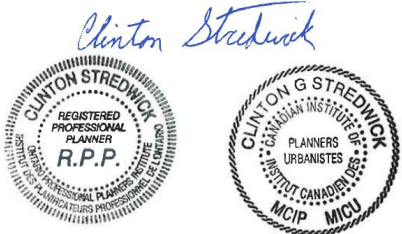
BUILDING CODE CLASSIFICATION:									
FIRM NAME: DANIEL KARPINSKI ARCHITECT CERTIFICATE OF PRACTICE No.: 3224 167 GLENMOUNT PARK ROAD TORONTO ONTARIO M4E 2N3 NAME OF PROJECT: G POINT ADDRESS: TOWNSHIP OF SOUTHGATE RR#1 DUNDALK ONTARIO					THE ARCHITECT NOTED ABOVE HAS EXERCISED RESPONSIBLE CONTROL WITH RESPECT TO DESIGN ACTIVITIES. THE ARCHITECT'S SEAL NUMBER IS THE ARCHITECT'S BCDN.				
ITEM: ONTARIO BUILDING CODE DATA MATRIX					OBC REFERENCE				
1 PROJECT DESCRIPTION INDUSTRIAL <input checked="" type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION CHANGE OF USE <input type="checkbox"/>					PART 11 11.3. to 11.4.	PART 3 2.1.1.2	PART 9 2.1.1.2 9.10.1.3.		
2 MAJOR OCCUPANCY(S): F3 (INDUSTRIAL)					3.1.2.1.(1)			9.10.2.1 9.9.1.3	
3 BUILDING AREA (sq. m.): 400					1.1.3.2.			1.1.3.2.	
4 GROSS AREA (sq. m.): 400					1.1.3.2.			1.1.3.2.	
5 NUMBER OF STOREY: 1 ABOVE GRADE: 1 BELOW GRADE: 0					3.2.1.1. & 1.1.3.2.			2.1.1.2.	
6 NUMBER OF STREETS/FIRE FIGHTER ACCESS: 1					3.2.2.10. & 3.2.5.			9.10.19.	
7 BUILDING CLASSIFICATION: F3					3.2.2.49			9.10.4.	
8 SPRINKLER SYSTEM PROPOSED: NO <input type="checkbox"/> ADDITION <input type="checkbox"/> BASEMENT <input type="checkbox"/> IN LIEU OF ROOF RATING <input checked="" type="checkbox"/> NOT REQUIRED					3.2.5. 3.2.6. 3.2.1.5. 3.2.2.15. 3.2.2.18.			9.10.8.	
9 STANDPIPE REQUIRED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					3.2.9.1.			N/A	
10 FIRE ALARM REQUIRED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO					3.2.4			9.10.17.2.	
11 WATER SERVICE/SUPPLY IS ADEQUATE <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO					3.2.5.7.			N/A	
12 HIGH BUILDING <input type="checkbox"/> YES <input type="checkbox"/> NO					3.2.6.1.			N/A	
13 PERMITTED CONSTRUCTION <input type="checkbox"/> COMBUSTIBLE <input checked="" type="checkbox"/> NON-COMBUSTIBLE OR BOTH ACTUAL CONSTRUCTION <input type="checkbox"/> COMBUSTIBLE <input checked="" type="checkbox"/> NON-COMBUSTIBLE OR BOTH					3.2.2.49.			9.10.6.	
14 MEZZANINE(S) AREA (sq. m.): N/A					3.2.1.1.(3)-(8)			9.10.4.1.	
15 OCCUPANT LOAD BASED ON: <input type="checkbox"/> sq. m. /PERSON <input checked="" type="checkbox"/> DESIGN OF BUILDING GROUND FLOOR (ADMINISTRATION): 1 TOTAL OCCUPANCY = 1					11.3.4 3.1.16.1			9.9.1.3.	
16 BARRIER FREE DESIGN <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (EXPLAIN)					3.8.			9.5.2.	
17 HAZARDOUS SUBSTANCES <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					3.3.1.2. & 3.3.1.19.			9.10.1.3.(4)	
18 REQUIRED FIRE RESISTANCE RATING (FRR) HORIZONTAL ASSEMBLIES FRR (HOURS) LISTED DESIGN NO. OR DESCRIPTION (SG-2) FLOORS Existing to remain ROOF Existing to remain MEZZANINE Existing to remain FRR OF SUPPORTING MEMBERS BEAMS / JOISTS					3.2.2.49. 3.2.2.49. 3.2.2.49. 3.2.2.49.				
19 SPATIAL SEPARATION - CONSTRUCTION OF EXTERIOR WALLS 3.2.3.2.(1) N/A									
WALL AREA OF EBF (sq. m.) L.D. (m) L.H. OR H/L PERMITTED MAX. % OF OPENINGS PROPOSED % OF OPENINGS FRR (HOURS) LISTED DESIGN OR DESCRIPTION COMB. CONST. COMB. CONST. NONC. CLADDING NON. COMB. CONST.									
NORTH									
SOUTH									
EAST									
WEST									

PLUMBING FACILITIES REQUIREMENTS:	
STAFF & PUBLIC REQUIREMENTS: OCCUPANT LOAD: 1 Required: (based on a 50% split of each gender) MALE: 1 FEMALE: 1 1 unit UNIGENDER	ONTARIO BUILDING CODE REFERENCE: O.B.C. 3.7.4.3 WATER CLOSETS FOR A2 OCCUPANCY
WATER CLOSETS PROVIDED: GROUND FLOOR MALE AND FEMALE: 1 UNI GENDER WC	O.B.C. 3.7.4.3 WATER CLOSETS FOR A2 OCCUPANCY

ITEM:	ZONING REQUIREMENTS	BY-LAWS	PROVIDED	COMPLIANCE
1	STANDARD			
1	TOWN PARCEL - TOTAL LOT	-	2.5 ACRE	YES
2	SITE AREA - LEASED AREA	-	2.5 ACRE	YES
3	COVERAGE	6%	604 M2	YES
4	MINIMUM LOT FRONTAGE	-	143.3 M	YES
5	MAXIMUM LOT FRONTAGE	-	143.3 M	YES
6	MAXIMUM LOT DEPTH	-	150 M	YES
7	MAXIMUM LOT AREA	-	10,117 M2	YES
8	MINIMUM FRONT YARD SETBACK	15 M	15 M	YES
9	MINIMUM REAR YARD SETBACK	11 M	11 M	YES
10	MINIMUM INTERIOR SIDE YARD SETBACK	7.5 M	7.5 M	YES
11	MAXIMUM HEIGHT	11	11 M	YES
12	REQUIRED PARKING	AS PER DESIGN: 1 OPERATOR	1	YES
13	TYPICAL PARKING SPACES DIMENSIONS (0 DEG)	2.75 M X 5.75 M	2.75 M X 5.8 M	YES
14	REQUIRED HC PARKING (AODA)	1	1	YES
15	HC PARKING SPACES DIMENSIONS	4.4 M X 6.0 M	4.4 M X 6.0 M	YES
16	PARKING LOCATION IN PE ZONE		3	YES
17	LOADING SPACE	1	1	YES
18	LOADING SPACE SIZE	4.0 M X 9 M	4.0 M X 9 M	YES
19	LANDSCAPE BUFFER	30%	80%	YES
20	MAIN DRIVE AISLE WIDTH - NO PARKING	7.0 M	7.0 M	YES
21	MAIN DRIVE AISLE WIDTH - WITH PARKING		7.0 M	YES

- LIST OF DRAWINGS:
- A1 - PROPOSED SITE PLAN
 - A2 - PROPOSED SITE PLAN - DETAIL
 - A3 - PROPOSED GRADING AND DRAINAGE PLAN
 - A4 - UNIVERSALLY ACCESSIBLE WASHROOM DETAIL
 - A5 - PROPOSED LANDSCAPE PLAN

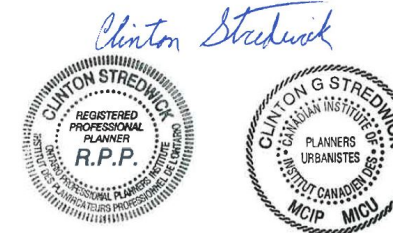
Drawing #1 Dated August 5, 2020



PLAN OF SURVEY OF
PART OF LOTS 235 & 236, CONCESSION 2 SWTSR
(TOWNSHIP OF PROTON)
TOWNSHIP OF SOUTHGATE
COUNTY OF GREY
WILSON-FORD

Scale 1:1000
40 30 20 10 0 10 20 30 40 Metres

Drawing #2 Dated August 5, 2020



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.		PLAN R- RECEIVED AND DEPOSITED DATE: _____, 2017	
GREG FORD, P.Eng.(CIVIL) ONTARIO LAND SURVEYOR		REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF X (NO.X).	
SCHEDULE			
PART	LOT	CON	PART OF
1	PART OF		37268--

- LEGEND**
- | | | |
|------|---------|---|
| ■ | DENOTES | FOUND MONUMENTS |
| □ | | SET MONUMENTS |
| IB | | IRON BAR |
| SIB | | STANDARD IRON BAR |
| SSIB | | SHORT STANDARD IRON BAR |
| ▲ | | OBSERVED REFERENCE POINT |
| PIN | | PROPERTY IDENTIFICATION NUMBER |
| P1 | | ALL PINS SHOWN ARE LAND TITLES UNLESS NOTED OTHERWISE |
| P2 | | PLAN 16R-10235 |
| P3 | | PLAN 16R-5984 |
| P4 | | PLAN 16R-9305 |
| | | 16R-9654 |

BEARING NOTE
BEARINGS ARE UTM GRID, DERIVED FROM SIMULTANEOUS GPS OBSERVATIONS FROM ORP A TO ORP B HAVING A BEARING OF N ---°---'---" REFERRED TO THE CENTRAL MERIDIAN 81°00'00" LONGITUDE UTM ZONE 17, NAD83 (CSRS)(2010).
FOR BEARING COMPARISONS, A ROTATION OF X WAS APPLIED TO BEARINGS ON PLAN X.

OBSERVED REFERENCE POINTS (ORP'S) DERIVED FROM GPS OBSERVATIONS USING THE PRECISE POINT POSITIONING (PPP) SERVICE, UTM ZONE 17, NAD83 (CSRS)(2010)

COORDINATES TO RURAL ACCURACY PER SEC. 12(2) OF O. REG. 216/0.

POINT ID	NORTHING	EASTING
ORP (A)	0 000 000.00	000 000.00
ORP (B)	0 000 000.00	000 000.00

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999.

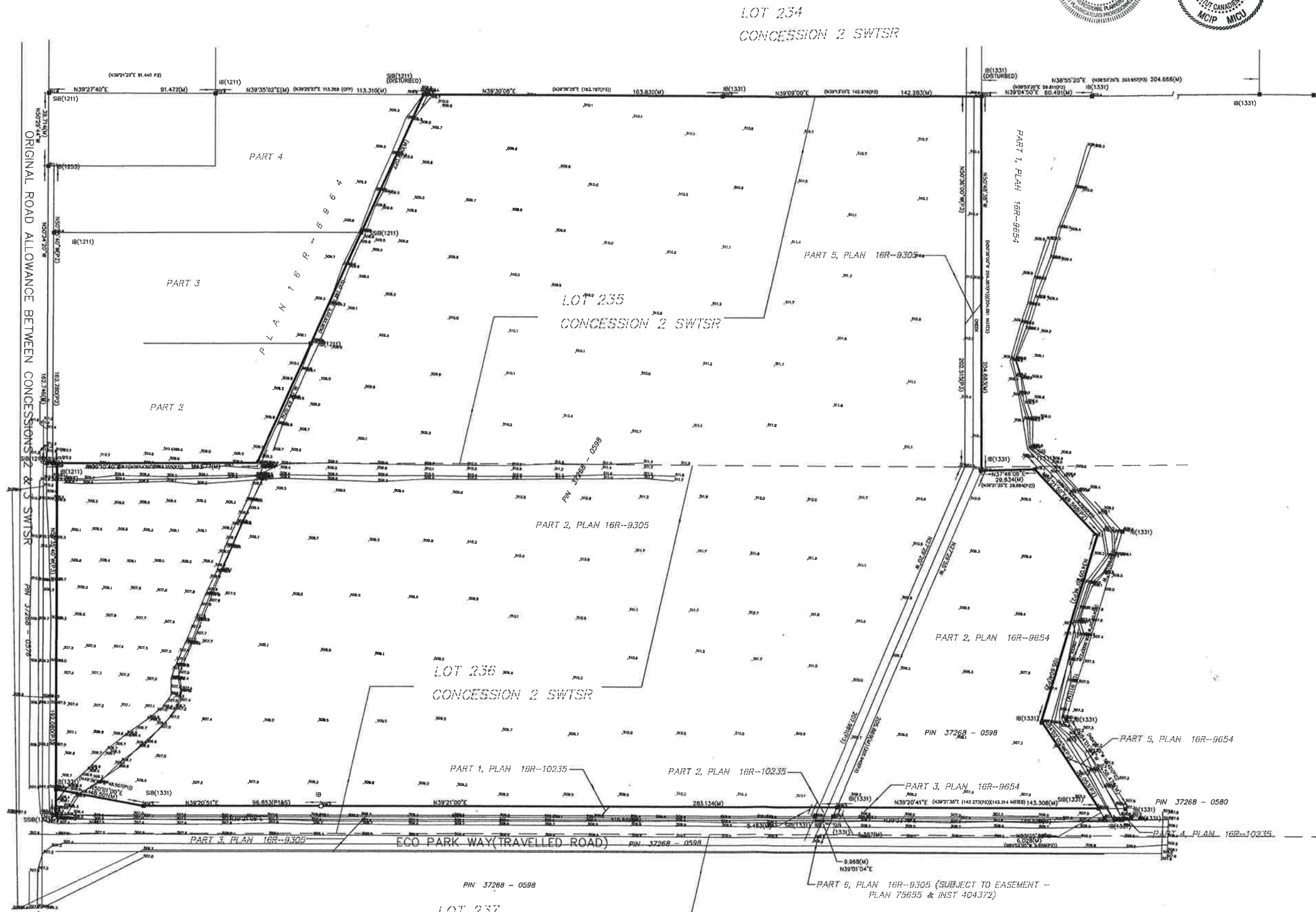
METRIC CONVERSION
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SURVEYOR'S CERTIFICATE
I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE ___ DAY OF ___, 2017.

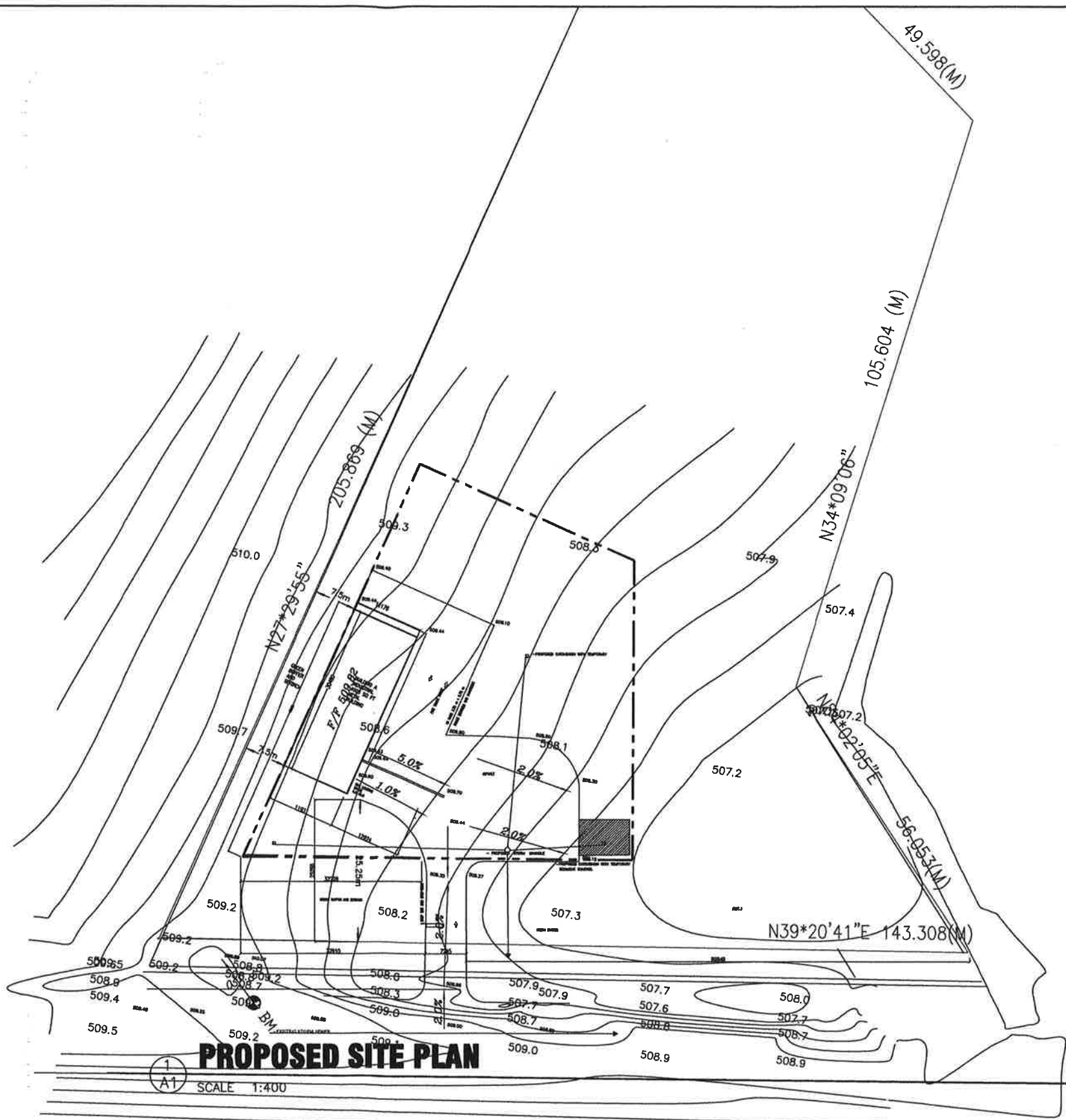
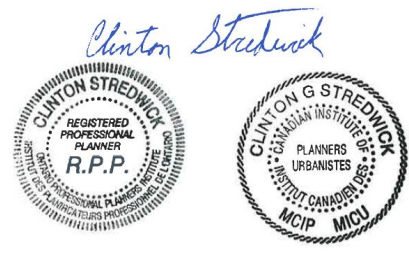
DATE _____ GREG FORD, P. Eng (CIVIL)
ONTARIO LAND SURVEYOR

WILSON - FORD
Surveying & Engineering
120 KING ST. E., Box 294,
MOUNT FOREST ON, N0G 2L0
PHONE (519)323-2451

DRAWN BY: J.P. FIELDGFP.G.D. PROJECT No.: 8783 SOUTHGATE



Drawing #3 Dated August 5, 2020



1
A1

PROPOSED SITE PLAN

SCALE 1:400

CAUTION: THIS PLAN WAS PREPARED FOR
PLANNING PURPOSES ONLY AND IS
NOT INTENDED TO BE USED AS A
LEGAL SURVEY

APPLICATION
ADDRESS
PROJECT NO 19251
DATE: MAR 11, 2020 PLAN REV 3



- NOTES:
1. ALL MEASUREMENTS TO BE VERIFIED AT SITE. IN CASE OF DISCREPANCY, CONTRACTOR TO INFORM THE ARCHITECT IMMEDIATELY.
 2. ALL WORK TO BE IN COMPLIANCE WITH THE ONTARIO BUILDING CODE AND AUTHORITIES HAVING JURISDICTION.

NO.	DATE	REVISIONS
1	2020/04	ISSUED FOR PRELIMINARY MEETING
2	2020/05	REVISION

ALL MEASUREMENTS MUST BE CHECKED ON THE JOB BY THE CONTRACTOR. DRAWINGS MUST NOT BE COPIED. ALL DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY OF THE ARCHITECT AND MUST BE RETURNED AT THE COMPLETION OF THE JOB.

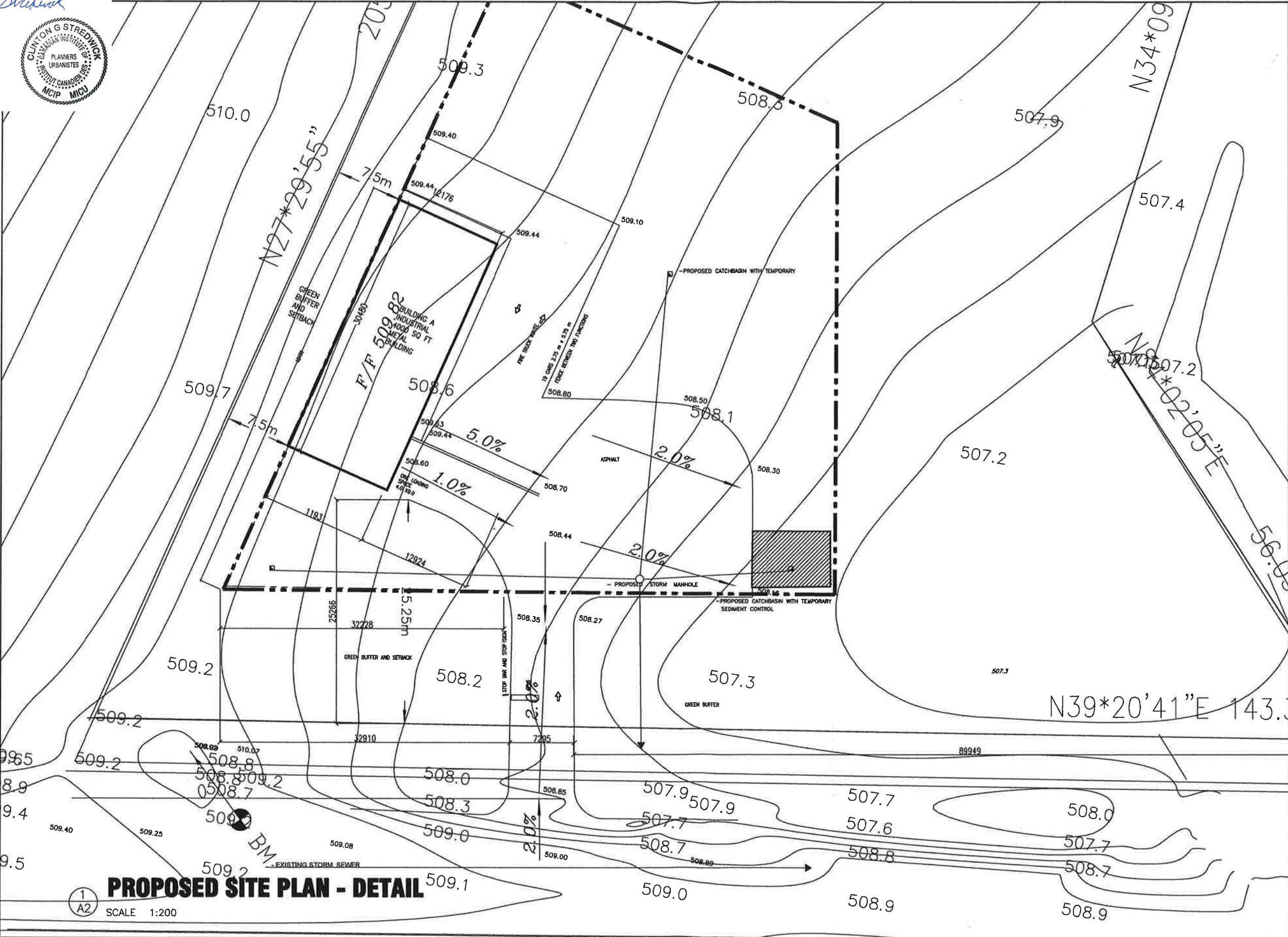
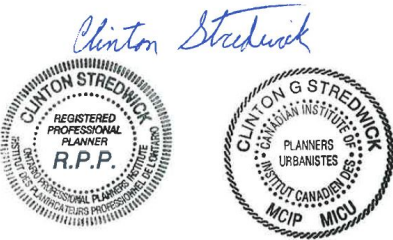


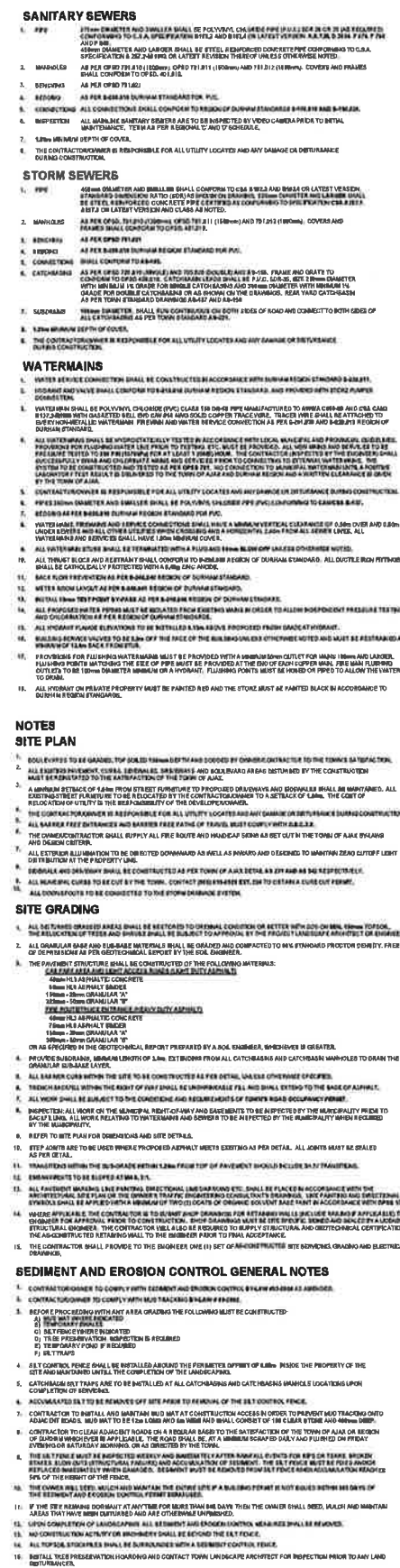
**Daniel Karpinski
ARCHITECT**
587 GLENMOUNT PARK ROAD TORONTO, ON. M4E 2N3
MOBL: (416) 595-8905 FAX: (416) 591-7993
e-mail: Daniel.Karpinski@dkparchitect.ca

A1

DEVELOPMENT OF THE
ONE INDUSTRIAL BUILDING
ECO PARK LOT 3
DUNDALK ONTARIO

SCALE	DATE	DRAWN
AS NOTED	MARCH 2020	JA
PROJ. NO.	2018-01- DUNDALK-REVISION	





1. ALL MEASUREMENTS TO BE VERIFIED AT SITE. IN CASE OF DISCREPANCY, CONTRACTOR TO INFORM THE ARCHITECT IMMEDIATELY.
2. ALL WORK TO BE IN COMPLIANCE WITH THE ONTARIO BUILDING CODE AND AUTHORITIES HAVING JURISDICTION.

2	130078	REVISION
1	250078	ISSUED FOR PRE CONSTRUCTION
NO.	DATE	REVISIONS
END		

ALL MEASUREMENTS MUST BE CHECKED ON THE JOB BY THE CONTRACTOR. DRAWINGS MUST NOT BE SEALED.

ALL DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY OF THE ARCHITECT AND MUST BE RETURNED AT THE COMPLETION OF THE JOB.

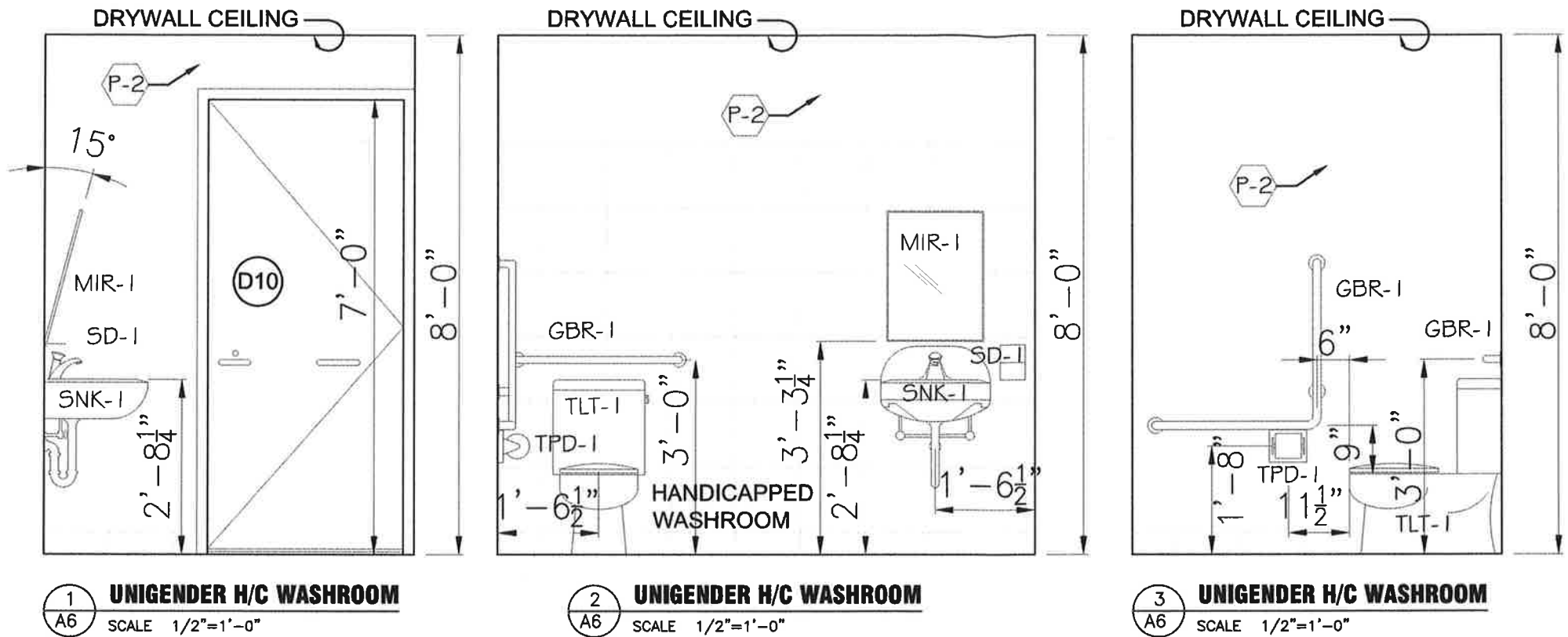


Daniel Karpinski
ARCHITECT

167 GLENMOUNT PARK ROAD TORONTO, ON. M4E 2G5
MOBIL: (416) 865-8806 FAX: (416) 691-7979
e-mail: Daniel.Karpinski@symetico.ca

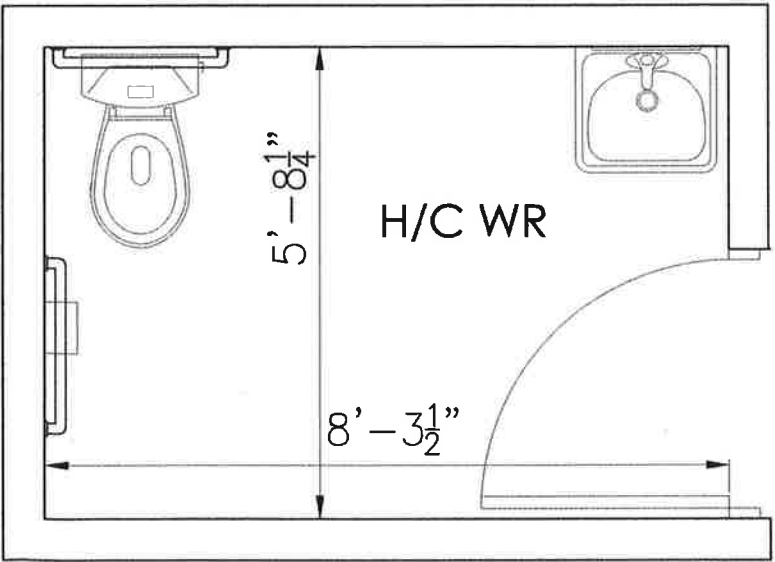
DEVELOPMENT OF THE
ONE INDUSTRIAL BUILDING
ECO PARK LOT 3
DUNDALK ONTARIO

DWG. TITLE AS NOTED		
SCALE AS NOTED	DATE MARCH 2020	DRAWN JA
PROJ. NO. 2018-01- DUNDALK-REVISION		



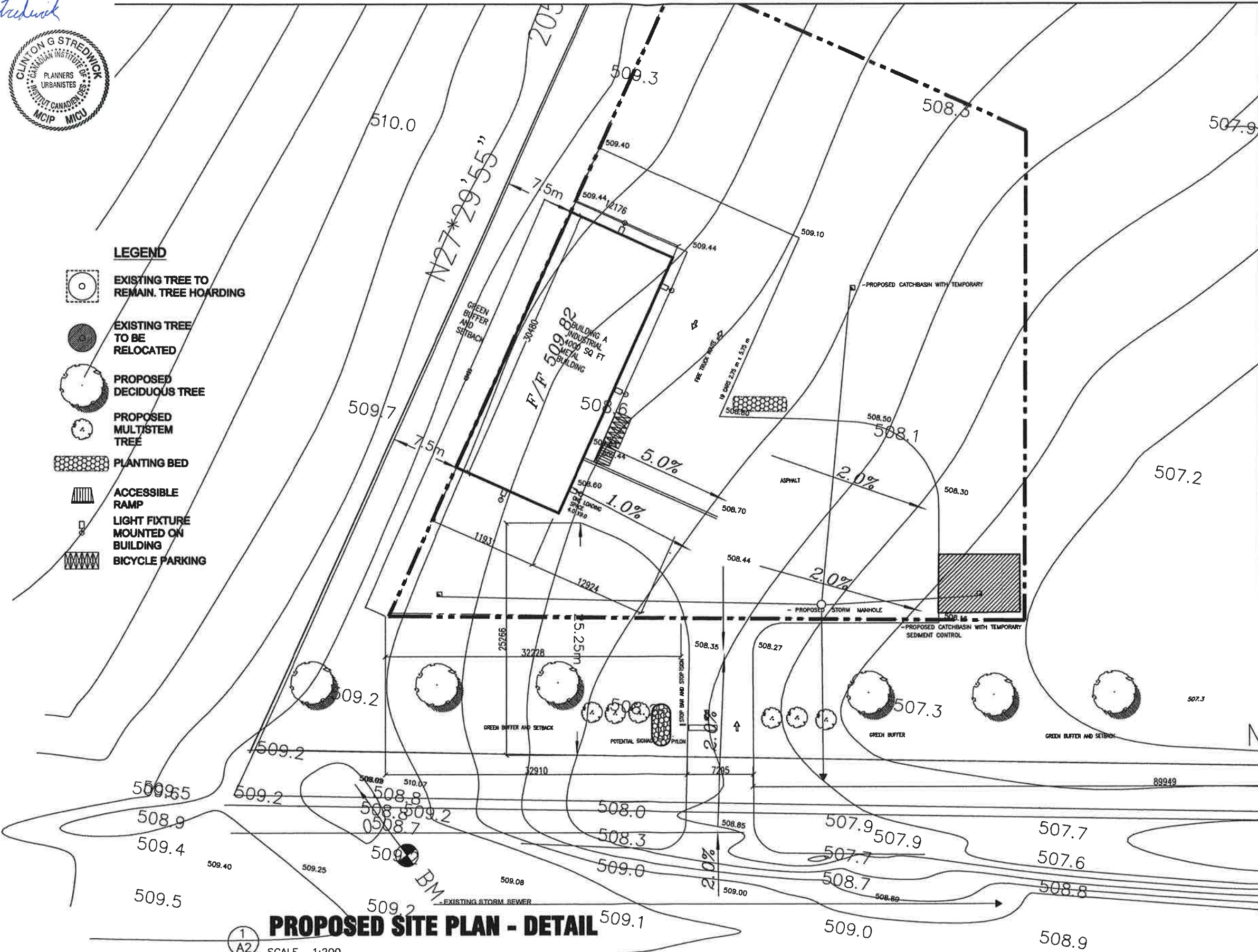
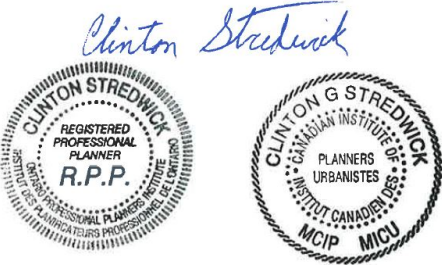
- NOTES:
1. ALL MEASUREMENTS TO BE VERIFIED AT SITE. IN CASE OF DISCREPANCY, CONTRACTOR TO INFORM THE ARCHITECT IMMEDIATELY.
 2. ALL WORK TO BE IN COMPLIANCE WITH THE ONTARIO BUILDING CODE AND AUTHORITIES HAVING JURISDICTION.

DRAWING SYMBOLS:	
TLT-1	CAROMA ROYALE MODEL #305
SNK-1	AMERICAN STANDARD LUCERNE #0356.421
FCT-1	MOEN FAUCET MODEL #8430
MIR-1	ASI TILTED MIRROR #0535
SD-1	MANUAL SOAP DISPENSER
TPD-1	ASI TOILET PAPER DISPENSER #7403
GBR-1	ASI S.S. GRAB BAR SERIES #3800

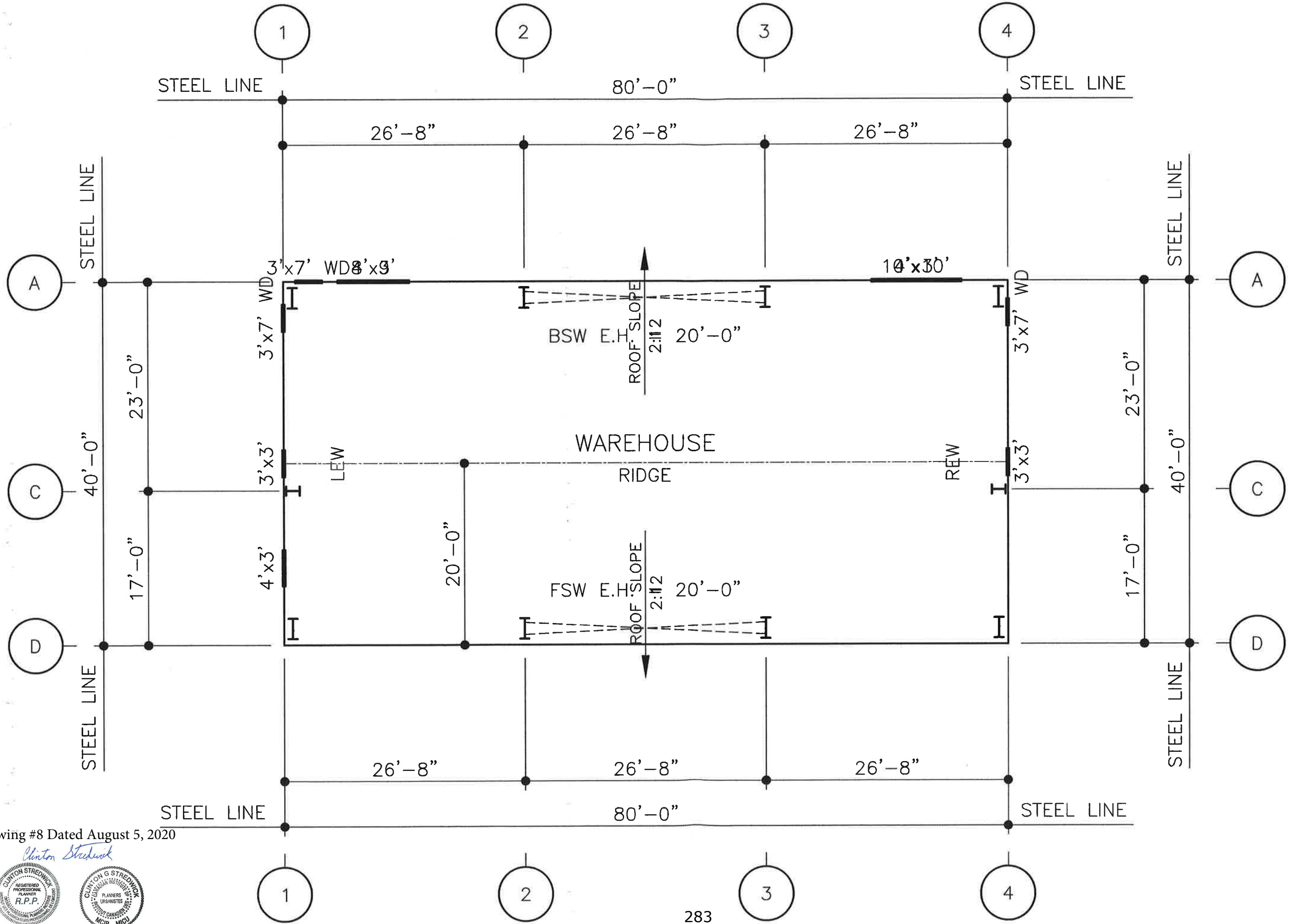
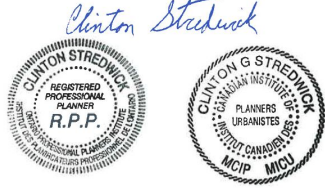


- NOTE:
1. UNLESS OTHERWISE SPECIFIED, ALL NEW WALLS (P-1) ARE 9'-0" HEIGHT UP TO SUSPENDED CEILING AS INDICATED ON THE PLAN.
 2. AT WASHROOMS, USE 1 LAYER OF 5/8" (15.9mm) DRYWALL ON INTERIOR SIDE OF WASHROOM WALLS.
 3. FOR NEW CONST. PROCEDURES, APPLIANCES PLUMBING FIXTURES REFER TO THE GENERAL NOTES.
 4. FOR DAMAGE TO AREAS NOT IN CONTRACT, REPAIR MUST BE MADE TO RESTORE TO ORIGINAL CONDITION.

NO.	DATE	REVISIONS
1	2020/18	ISSUED FOR PRE CONSULTING
SIGNED		
ALL MEASUREMENTS MUST BE CHECKED ON THE JOB BY THE CONTRACTOR. DIMENSIONS MUST NOT BE SCALED.		
ALL DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY OF THE ARCHITECT AND MUST BE RETURNED AT THE COMPLETION OF THE JOB.		
Daniel Karpinski ARCHITECT		
187 GLENMOUNT PARK ROAD TORONTO, ON. M4E 2N3 MOBL: (416) 985-8908 FAX: (416) 691-7993 e-mail: Daniel.Karpinski@ymptico.ca		
A4		
DEVELOPMENT OF THE RR#1 2 INDUSTRIAL BUILDINGS DUNDALK ONTARIO		
DWG. TITLE AS NOTED		
SCALE AS NOTED	DATE JANUARY, 2018	DRAWN JA
PROJ. NO. 2018-01- DUNDALK		



Drawing #8 Dated August 5, 2020

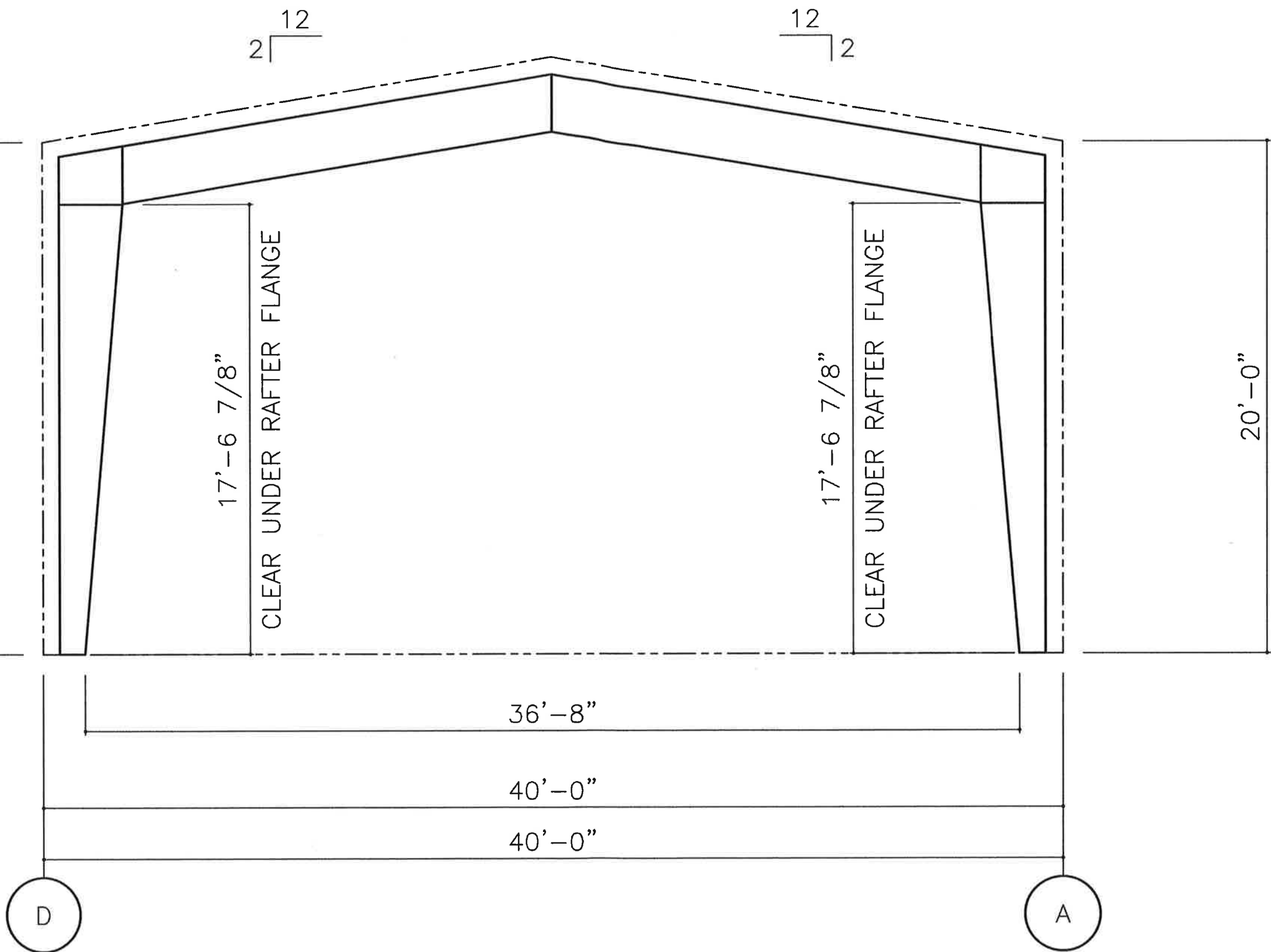


PROJECT NAME:
DARSHI KUMAR 2
DUNDALK, ON
CUSTOMER NAME:
PRESTIGE STEEL BUILDINGS
ORILLIA, ON

DO NOT USE FOR FINAL CONSTRUCTION
SHEET TITLE:
PRELIMINARY FLOOR PLAN
SHEET NUMBER:
QUOTE NUMBER:
3
FP1





Drawing #9 Dated August 5, 2020

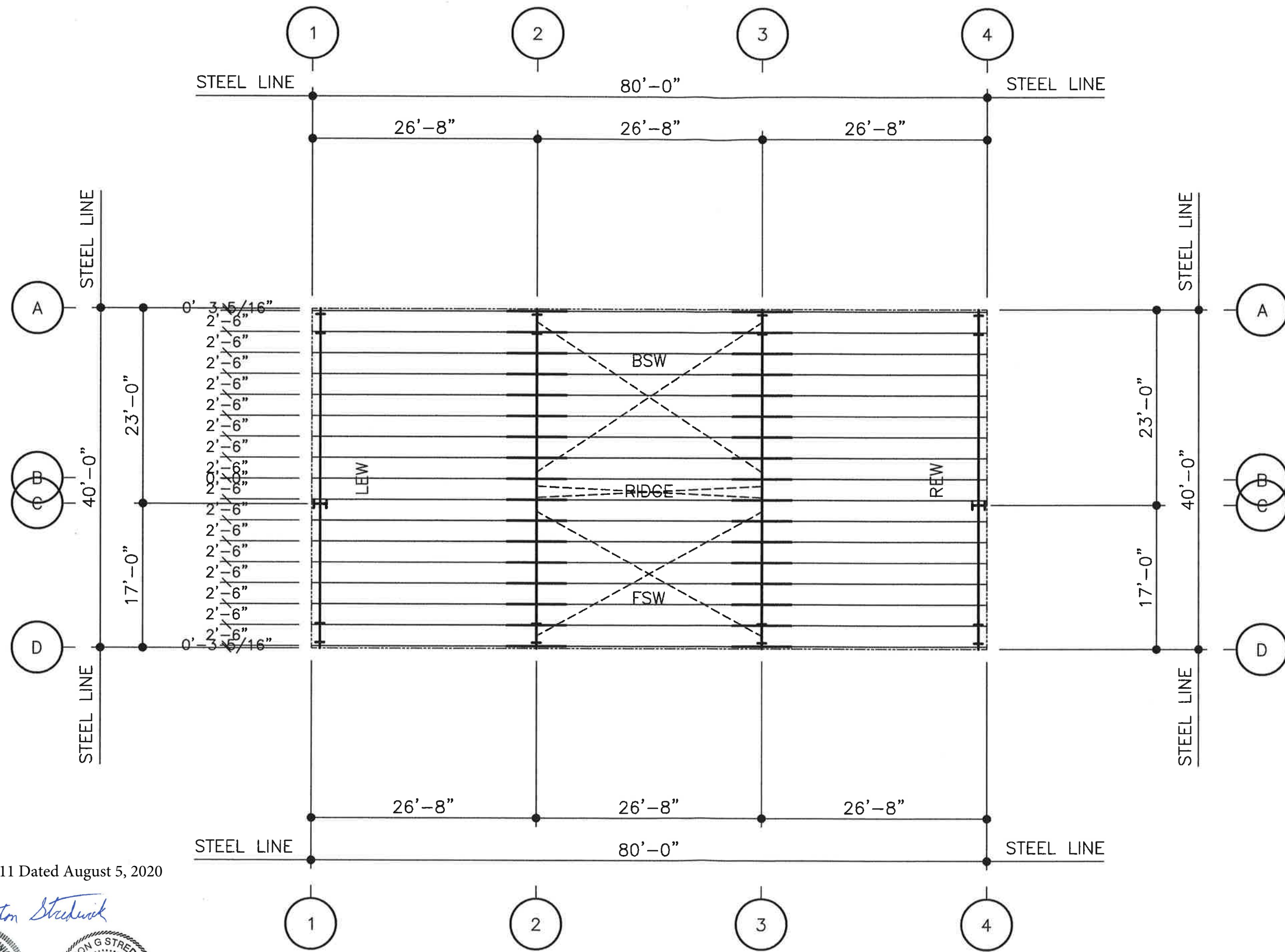
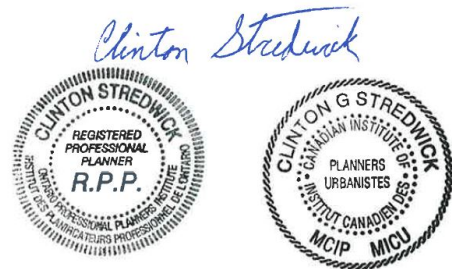


FRAME @ LINE(S) 2,3

*ALL CLEAR DIMENSIONS ARE SUBJECT TO CHANGE AT TIME OF FINAL DESIGN, UNLESS NOTED OTHERWISE IN THE SPECIAL USER NOTES SECTION.

DO NOT USE FOR FINAL CONSTRUCTION		PROJECT NAME: DARSHI KUMAR 2 DUNDALK, ON		 AMERICAN BUILDINGS COMPANY A FULBRIGHT COMPANY	
SHEET TITLE: PRELIMINARY FRAME CROSS SECTIONS		CUSTOMER NAME: PRESTIGE STEEL BUILDINGS		 eQuote Drawing Generated By	
SHEET NUMBER: FX		QUOTE NUMBER: 3		ORILLIA, ON	

Drawing #11 Dated August 5, 2020



WAREHOUSE ROOF FRAMING PLAN

286



PROJECT NAME:
DARSHI KUMAR 2
DUNDALK, ON

CUSTOMER NAME:
PRESTIGE STEEL BUILDINGS
ORILLIA, ON

DO NOT USE FOR FINAL CONSTRUCTION

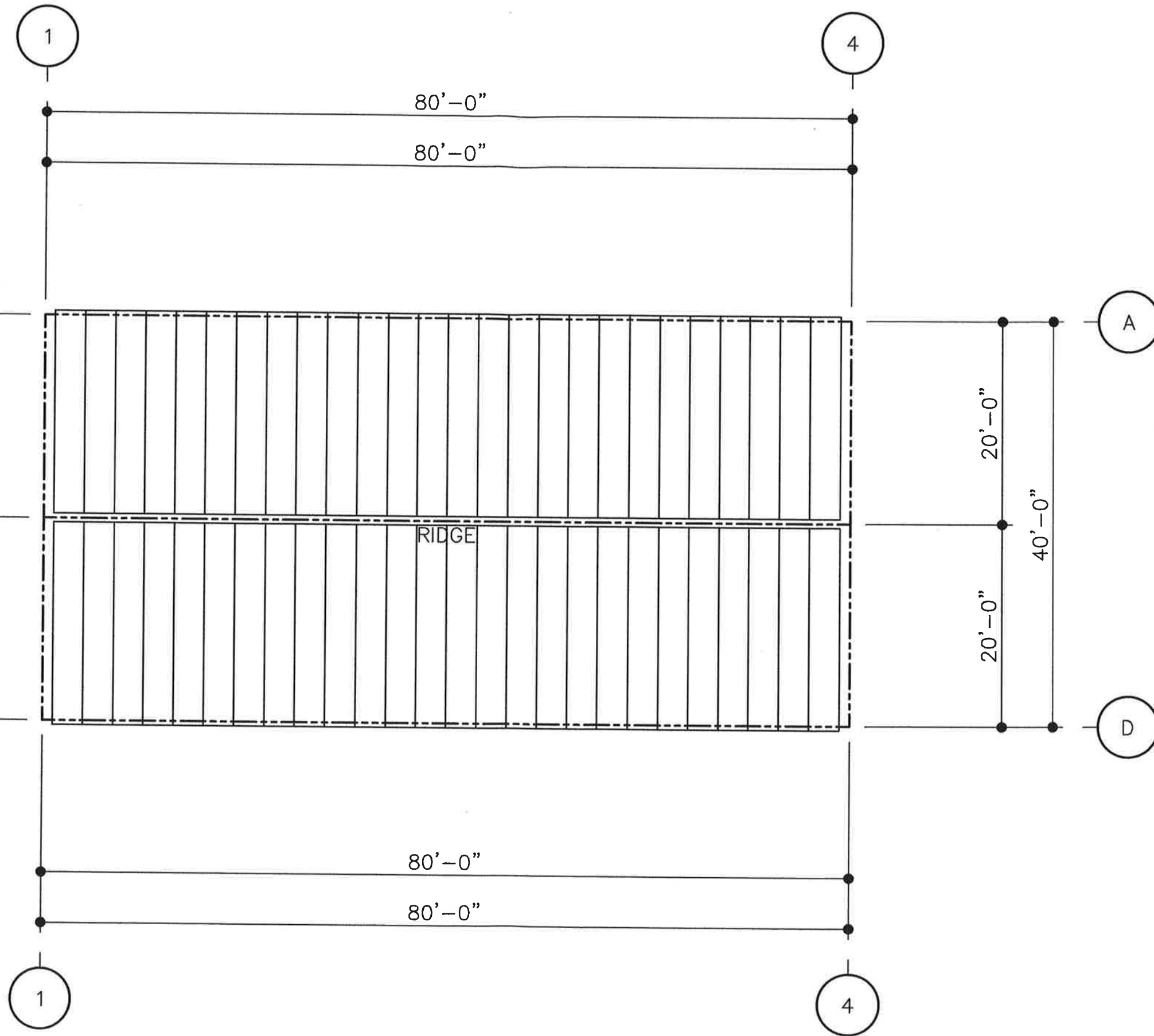
SHEET TITLE: 2/13/2018 3:02 PM

PRELIMINARY ROOF FRAMING PLAN

SHEET NUMBER: QUOTE NUMBER: 3

RF1

Drawing #12 Dated August 5, 2020



ROOF SHEETING PLAN

287

PANELS: 26 GA. LONGSPANIII GALVALUME



PROJECT NAME:
DARSHI KUMAR 2
DUNDALK, ON

CUSTOMER NAME:
PRESTIGE STEEL BUILDINGS
ORILLIA, ON

DO NOT USE FOR FINAL CONSTRUCTION
SHEET TITLE:
PRELIMINARY ROOF SHEETING PLAN

SHEET NUMBER:
RS1

QUOTE NUMBER:
3

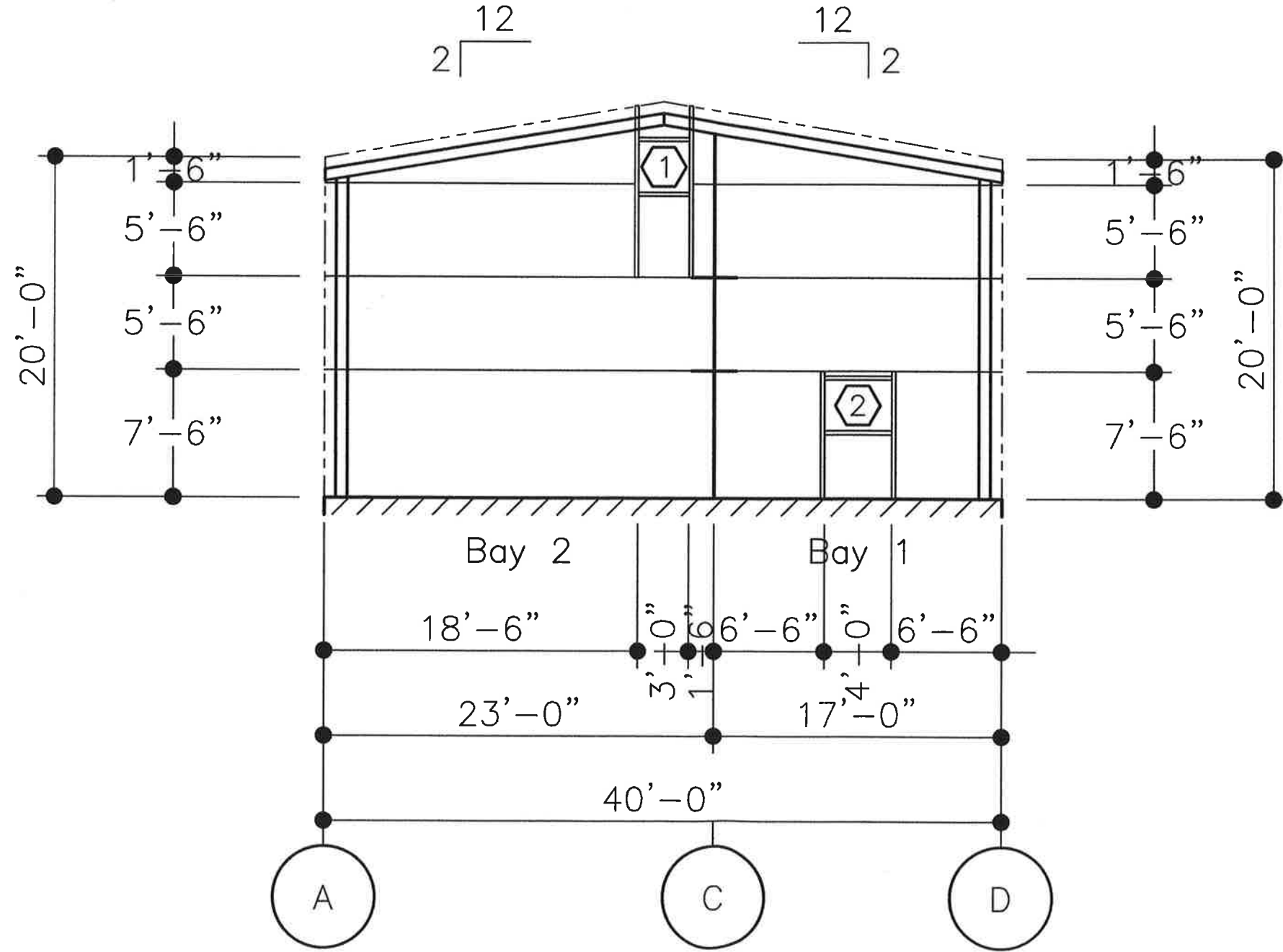
2/13/2018 3:02 PM

KEY PLAN

WAREHOUSE

FRAMED OPENING SCHEDULE

①	QTY	WIDTH	HEIGHT	SILL HEIGHT	LOCATED
1	1	3'-0"	3'-0"	18'-0"	FACTORY
2	1	4'-0"	3'-0"	4'-0"	FACTORY



Drawing #13 Dated August 5, 2020



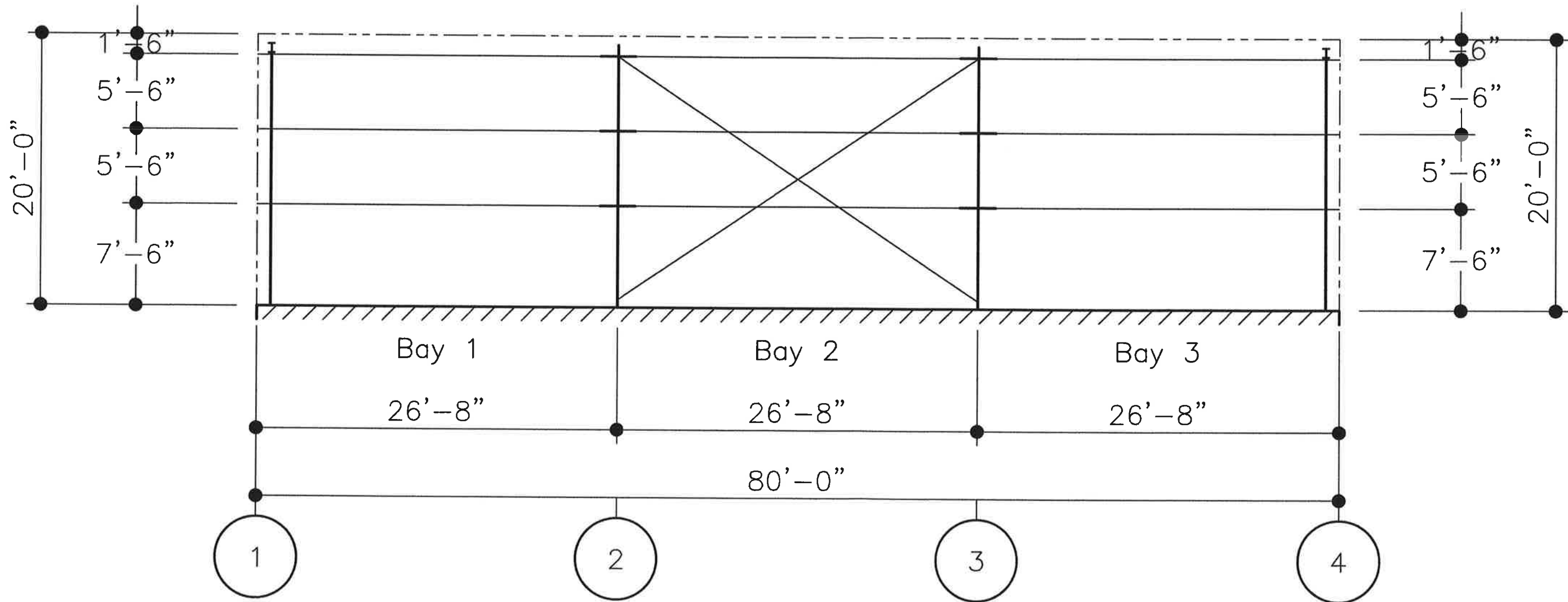
ELEVATION AT LINE 1

PROJECT NAME:
DARSHI KUMAR 2
DUNDALK, ON
CUSTOMER NAME:
PRESTIGE STEEL BUILDINGS
ORILLIA, ON

DO NOT USE FOR FINAL CONSTRUCTION
SHEET TITLE:
PRELIMINARY STRUCTURAL ELEVATIONS
SHEET NUMBER:
ST5
DATE:
2/13/2018 3:02 PM
QUOTE NUMBER:
3

KEY PLAN

WAREHOUSE



Drawing #14 Dated August 5, 2020

ELEVATION AT LINE D



PROJECT NAME:
DARSHI KUMAR 2
DUNDALK, ON
CUSTOMER NAME:
PRESTIGE STEEL BUILDINGS
ORILLIA, ON

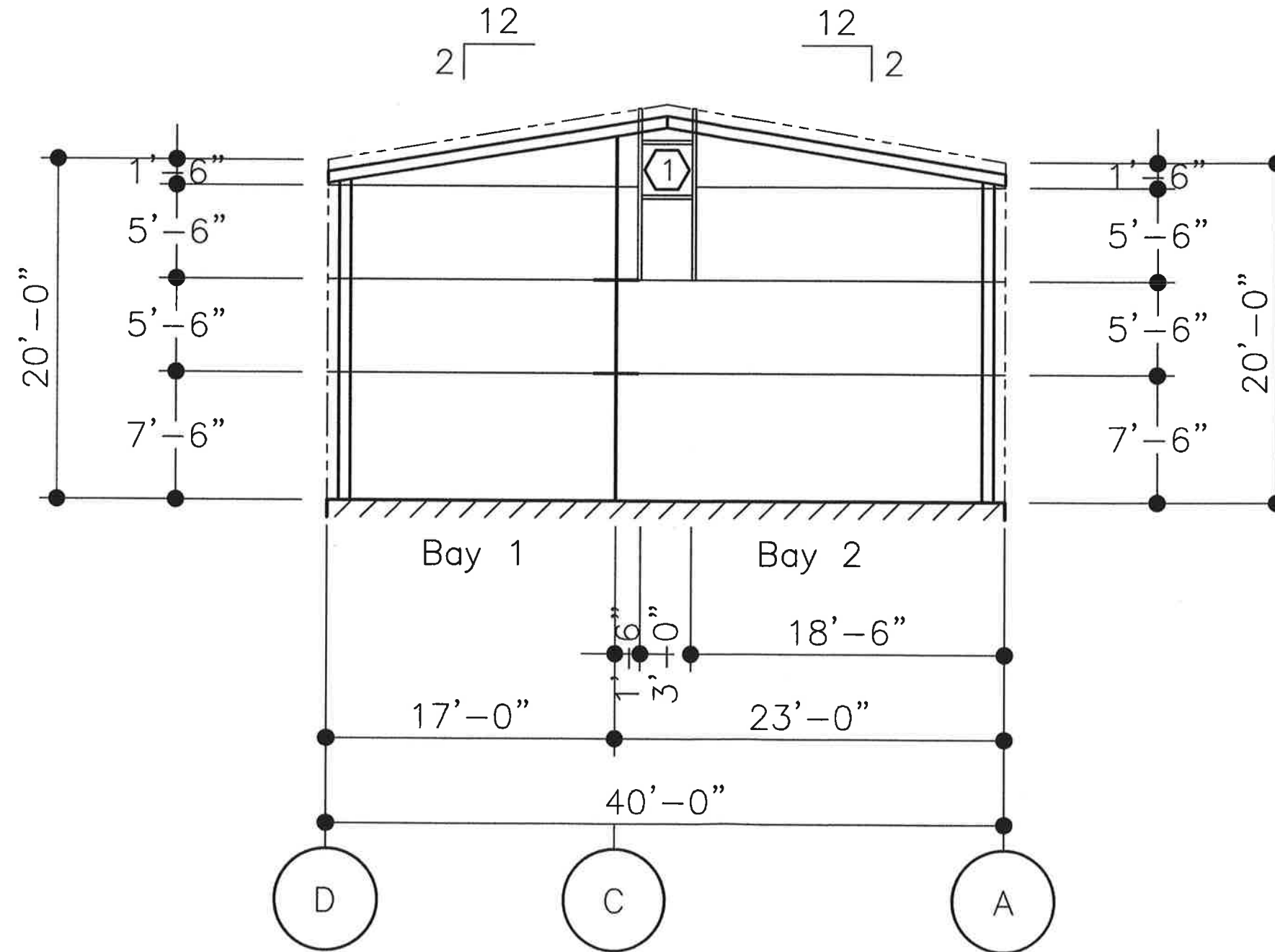
DO NOT USE FOR FINAL CONSTRUCTION
SHEET TITLE:
PRELIMINARY STRUCTURAL ELEVATIONS
SHEET NUMBER:
ST6
DATE:
2/13/2018 3:02 PM
QUOTE NUMBER:
3

KEY PLAN

WAREHOUSE

FRAMED OPENING SCHEDULE

ID	QTY	WIDTH	HEIGHT	SILL HEIGHT	LOCATED
1	1	3'-0"	3'-0"	18'-0"	FACTORY



ELEVATION AT LINE 4

Drawing #15 Dated August 5, 2020



DO NOT USE FOR FINAL CONSTRUCTION

SHEET TITLE: PRELIMINARY STRUCTURAL ELEVATIONS

SHEET NUMBER: ST7

PROJECT NAME:

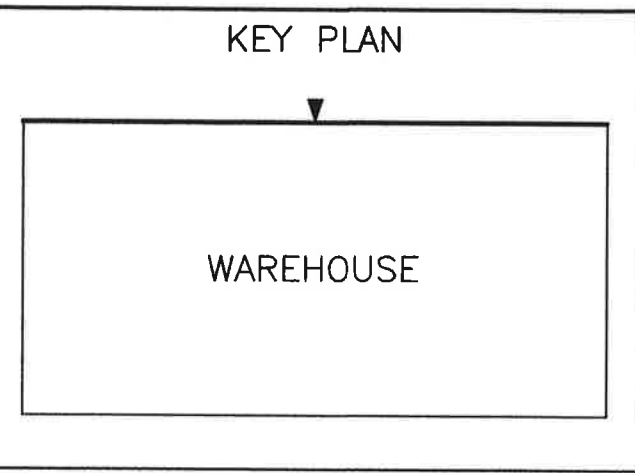
DARSHI KUMAR 2
DUNDALK, ON

CUSTOMER NAME:

PRESTIGE STEEL BUILDINGS
ORILLIA, ON

2/13/2018 3:02 PM

QUOTE NUMBER: 3



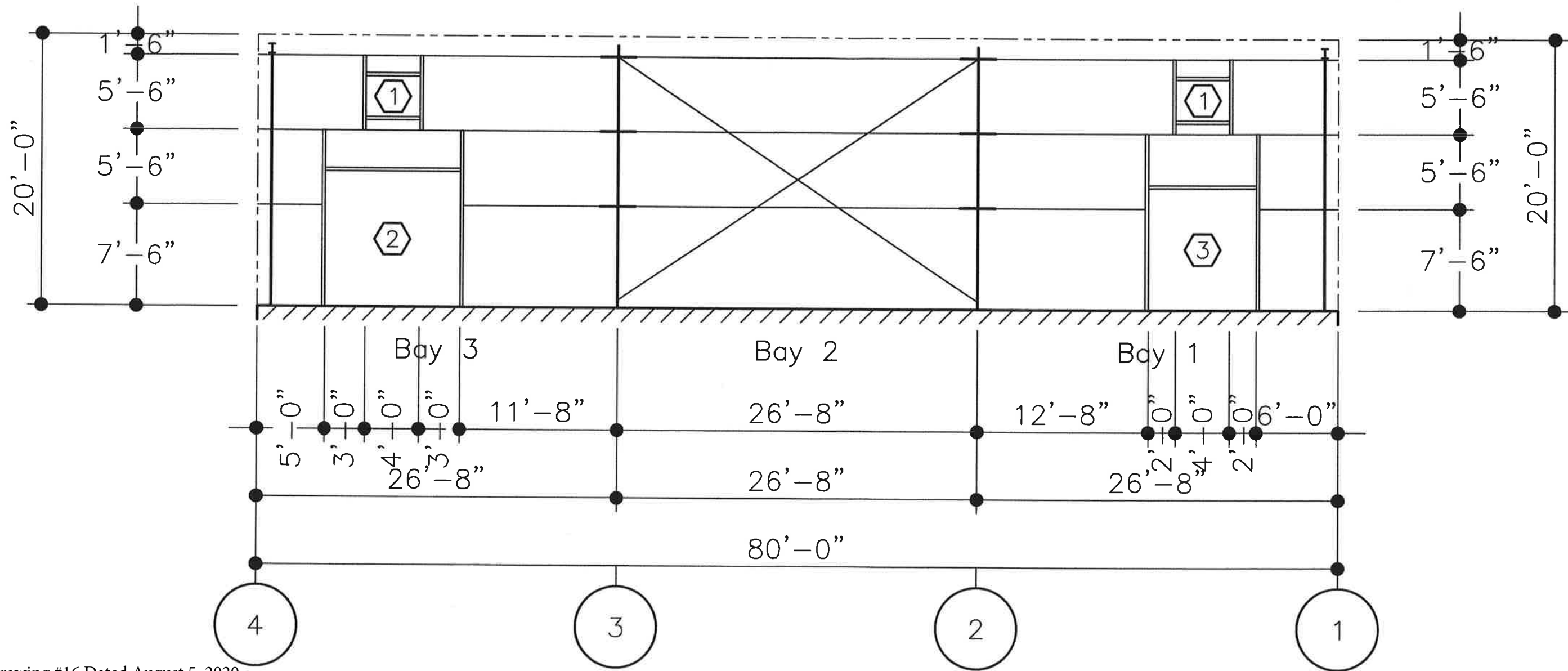
FRAMED OPENING SCHEDULE					
ID	QTY	WIDTH	HEIGHT	SILL HEIGHT	LOCATED
1	2	4'-0"	3'-0"	14'-0"	FACTORY
2	1	10'-0"	10'-0"	0'-0"	FACTORY
3	1	8'-0"	9'-0"	0'-0"	FACTORY

AMERICAN BUILDINGS COMPANY

A FOUNDED COMPANY

eQuote

Drawing Generated By



Drawing #16 Dated August 5, 2020

CLINTON STREDWICK

REGISTERED PROFESSIONAL PLANNER

R.P.P.

CLINTON G STREDWICK

PLANNERS URBANISTES

INSTITUT CANADIEN D'URBANISME

MCIP MCUP

ELEVATION AT LINE A

DO NOT USE FOR FINAL CONSTRUCTION

SHEET TITLE: PRELIMINARY STRUCTURAL ELEVATIONS

SHEET NUMBER: ST8

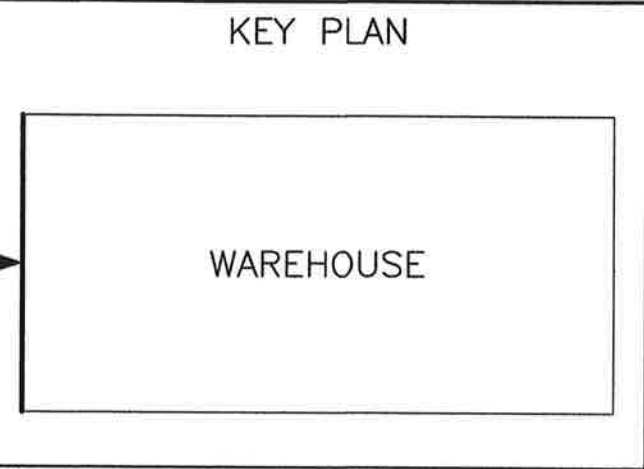
PROJECT NAME: DARSHI KUMAR 2 DUNDALK, ON

CUSTOMER NAME: PRESTIGE STEEL BUILDINGS ORILLIA, ON

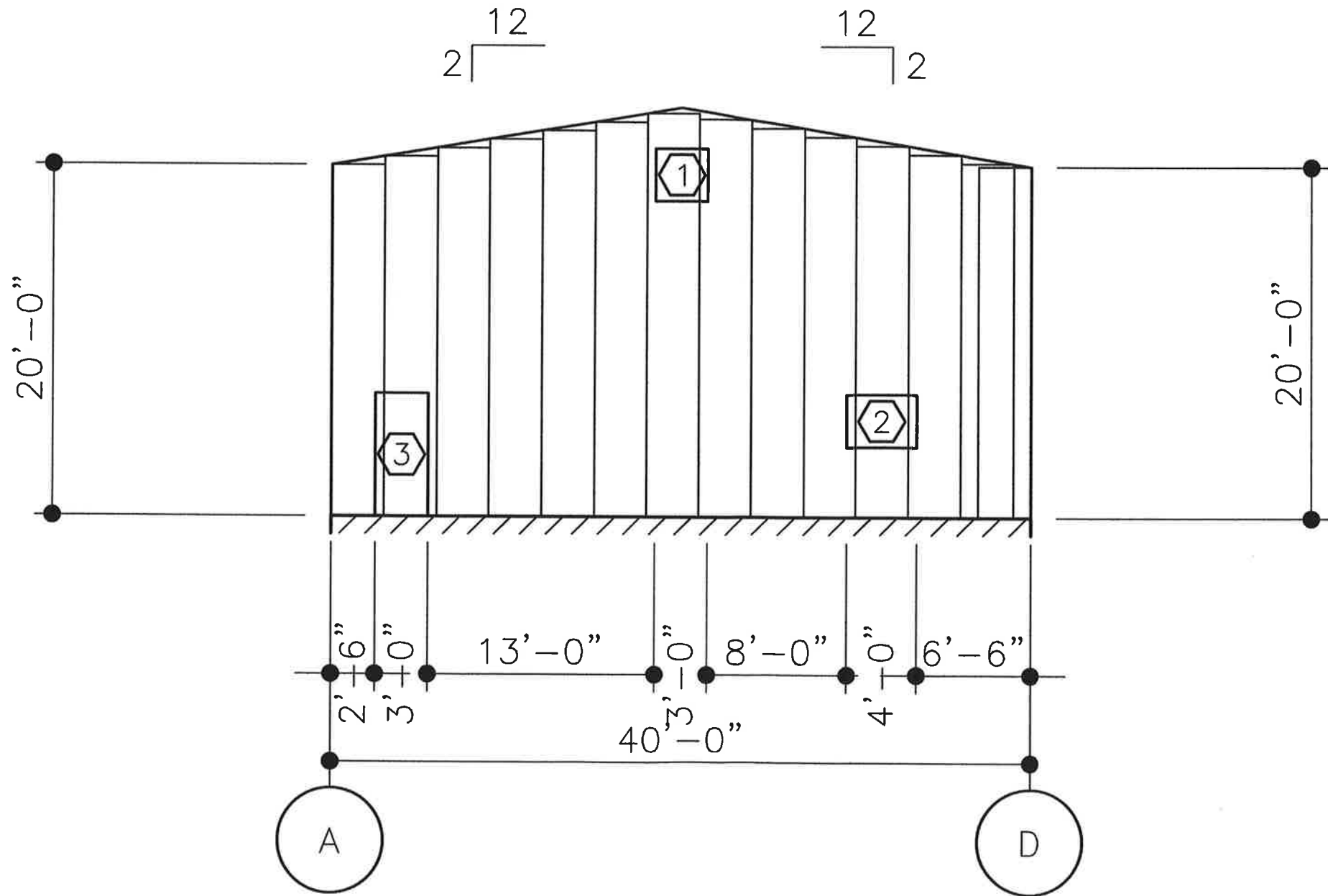
QUOTE NUMBER: 3

2/13/2018 3:02 PM

291



FRAMED OPENING SCHEDULE					
ID	QTY	WIDTH	HEIGHT	SILL HEIGHT	LOCATED
1	1	3'-0"	3'-0"	18'-0"	FACTORY
2	1	4'-0"	3'-0"	4'-0"	FACTORY
3	1	3'-0"	7'-0"	0'-0"	FACTORY



Drawing #17 Dated August 5, 2020



WALL SHEETING ELEVATION AT LINE 1

PANELS: 26 GA. Architectural III – TBS



PROJECT NAME: DARSHI KUMAR 2 DUNDALK, ON	
CUSTOMER NAME: PRESTIGE STEEL BUILDINGS ORILLIA, ON	
DO NOT USE FOR FINAL CONSTRUCTION	2/13/2018 3:02 PM
SHEET TITLE: PRELIMINARY SHEETING ELEVATIONS	QUOTE NUMBER: 3
SHEET NUMBER: WS5	

KEY PLAN

WAREHOUSE

20'-0"

20'-0"

80'-0"

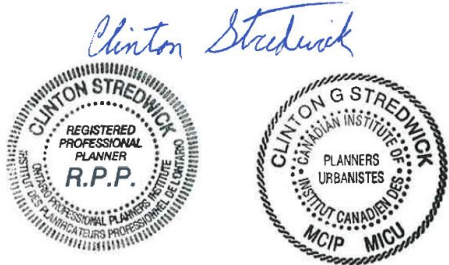
1

4

Drawing #18 Dated August 5, 2020

WALL SHEETING ELEVATION AT LINE D

PANELS: 26 GA. Architectural III - TBS



PROJECT NAME:
DARSHI KUMAR 2
DUNDALK, ON

CUSTOMER NAME:
PRESTIGE STEEL BUILDINGS
ORILLIA, ON

DO NOT USE FOR FINAL CONSTRUCTION

SHEET TITLE:
PRELIMINARY SHEETING ELEVATIONS

SHEET NUMBER:
WS6

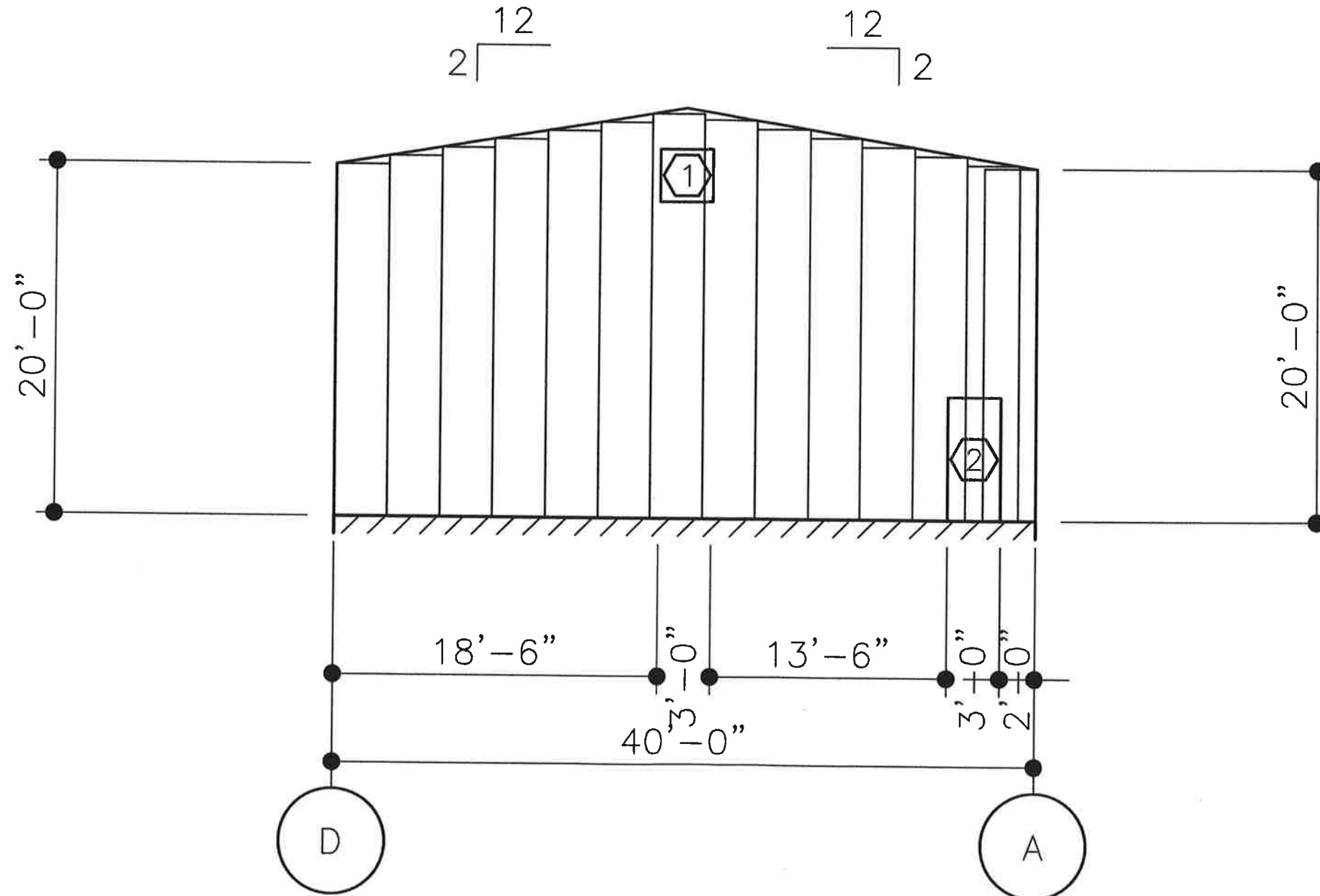
QUOTE NUMBER:
3

KEY PLAN

WAREHOUSE

FRAMED OPENING SCHEDULE

ID	QTY	WIDTH	HEIGHT	SILL HEIGHT	LOCATED
1	1	3'-0"	3'-0"	18'-0"	FACTORY
2	1	3'-0"	7'-0"	0'-0"	FACTORY



Drawing #19 Dated August 5, 2020



WALL SHEETING ELEVATION AT LINE 4

PANELS: 26 GA. Architectural III - TBS



PROJECT NAME:
DARSHI KUMAR 2
DUNDALK, ON
CUSTOMER NAME:
PRESTIGE STEEL BUILDINGS
ORILLIA, ON

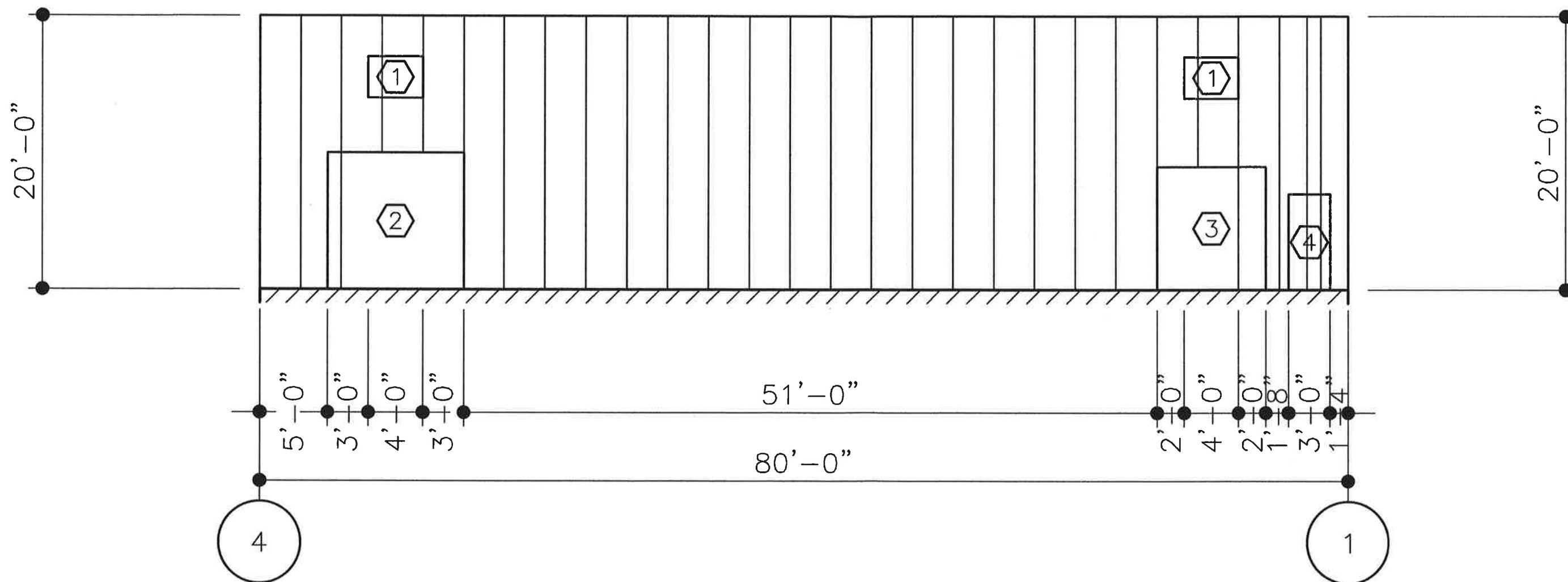
DO NOT USE FOR FINAL CONSTRUCTION
SHEET TITLE:
PRELIMINARY SHEETING ELEVATIONS
SHEET NUMBER:
WS7
QUOTE NUMBER:
3
2/13/2018 3:02 PM

KEY PLAN

WAREHOUSE

FRAMED OPENING SCHEDULE

ID	QTY	WIDTH	HEIGHT	SILL HEIGHT	LOCATED
1	2	4'-0"	3'-0"	14'-0"	FACTORY
2	1	10'-0"	10'-0"	0'-0"	FACTORY
3	1	8'-0"	9'-0"	0'-0"	FACTORY
4	1	3'-0"	7'-0"	0'-0"	FACTORY



Drawing #20 Dated August 5, 2020



WALL SHEETING ELEVATION AT LINE A

PANELS: 26 GA. Architectural III - TBS

PROJECT NAME:
DARSHI KUMAR 2
DUNDALK, ON

CUSTOMER NAME:
PRESTIGE STEEL BUILDINGS

ORILLIA, ON

DO NOT USE FOR FINAL CONSTRUCTION

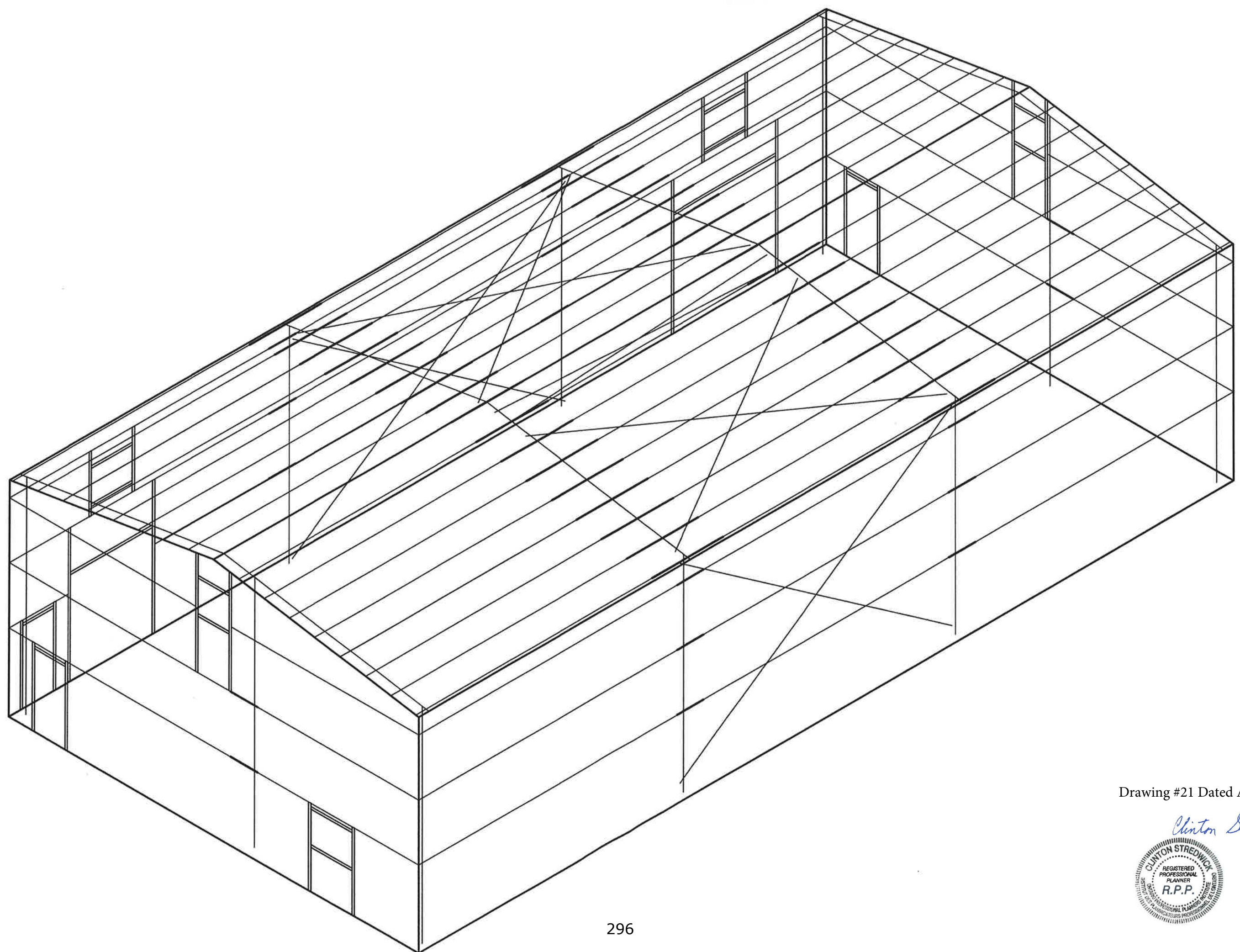
2/13/2018 3:02 PM

PRELIMINARY SHEETING ELEVATIONS

QUOTE NUMBER:

3

WS8



Drawing #21 Dated August 5, 2020

Clinton Stredwick



The Corporation of the Township of Southgate

By-law Number 2020-075

being a by-law to appoint a Municipal Clerk for
the Township of Southgate

Whereas Section 227 of the Municipal Act, 2001, S.O. 2001, c. 25 provides that it is the role of the officers and employees of the municipality to carry out other duties required under this or any Act and other duties assigned by the municipality; and

Whereas pursuant to section 228(1) of the Municipal Act, 2001, a municipality shall appoint a Clerk; and

Whereas the Council of the Township of Southgate deems it expedient to appoint a Municipal Clerk for the Corporation of the Township of Southgate,

Now therefore be it resolved that the Council of the Corporation of the Township of Southgate hereby enacts as follows:

1. **That** Lindsey Green is hereby appointed as Municipal Clerk for the Township of Southgate; and
2. **That** the appointment as Municipal Clerk is effective August 6, 2020; and
3. **That** By-law 2020-021 is hereby repealed and replaced.

Read a first, second and third time and finally passed this 5th day of August, 2020.

John Woodbury – Mayor

Lindsey Green – Acting Clerk

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

BY-LAW NUMBER 2020-076

being a by-law to appoint a Fire Chief for the Dundalk Fire Department and Chief Fire Official for the Township of Southgate

Whereas the Council of the Township of Southgate is empowered by the Municipal Act, S.O. 2001, c. 25, Section 8 and the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, Section 6 to appoint a Fire Chief; and

Whereas the Council of the Corporation of the Township of Southgate deems it expedient to appoint a Fire Chief to enforce the provisions of the said Acts,

Now therefore be it resolved that the Council of the Corporation of the Township of Southgate hereby enacts as follows:

1. **That** the Council of the Corporation of the Township of Southgate does hereby appoint Derek Malynyk as the Fire Chief for the Dundalk Fire Department and Chief Fire Official in the Township of Southgate to enforce the provisions of any applicable Acts or legislation and any other by-laws within the municipality; and
2. **That** the Fire Chief shall have all the powers and duties as defined in By-law 2019-053, being a by-law to establish and regulate a Fire Department in the Township of Southgate, in respect to the Fire Chief duties; and
3. **That** by-law 2019-125 be repealed and replaced; and
4. **That** this by-law come into effect on the date of passing.

Read a first, second and third time and finally passed this 5th day of August, 2020.

John Woodbury, Mayor

Lindsey Green, Acting Clerk

The Corporation of the Township of Southgate

By-law Number 2020-085

**being a by-law to authorize an agreement
between GrantMatch Corp. and the Corporation of
the Township of Southgate**

Whereas the Municipal Act, 2001, Chapter 25, as amended, Section 5 (3), states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

Whereas Section 8 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues; and

Whereas Section 9 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

Whereas it is deemed necessary and desirable that the Council of the Corporation of the Township of Southgate enact a by-law authorizing the Corporation to enter into an agreement with GrantMatch Corp.,

Now therefore be it resolved that the Council of the Corporation of the Township of Southgate enacts as follows:

1. **That** the agreement between GrantMatch Corp. and the Corporation of the Township of Southgate, attached hereto at Schedule A is hereby ratified and confirmed; and
2. **That** the CAO Dave Milliner is authorized to sign the agreement on behalf of the Township of Southgate; and
3. **That** where the provisions of any other by-law, resolution or action of Council are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.

Read a first, second and third time and finally passed this 5th day of August, 2020.

John Woodbury – Mayor

Lindsey Green – Acting Clerk

Grant Management Services Agreement

Between

GrantMatch Corp.

(hereinafter called "GrantMatch")

And

Township of Southgate

(hereinafter called "the Client")

The Parties Hereto Covenant and Agree as Follows:

1. **Services:** GrantMatch will develop and manage a proactive Government Funding application process which includes grant identification, funding program matching, grant strategy development, funding application development and writing, and compliance reporting support. GrantMatch is permitted to review the Client's relevant records and discuss with relevant staff (as directed by Client) in order to determine what, if any, possibility exists of securing Government Funding. The Client agrees to provide access to all the relevant supporting documentation necessary to complete the work in a timely manner. For example, the following types of information will be requested in order to make application submissions: Business Numbers, Articles of Incorporation, Financial Statements, Equipment Quotes Etc.
2. **GrantMatch Involvement:** The Client and GrantMatch agree to proceed with a review of the Client's existing and future projects with respect to potential filings. The Client retains the sole right to determine whether it will involve GrantMatch in a specific Government Funding Application. Upon confirmation by Client, via email, that GrantMatch will be involved in filing a Government Funding Application, GrantMatch shall be entitled to fees in accordance with Section 3 of this Agreement.
3. **Service Fees:** In consideration of GrantMatch providing the above services, the Client will pay, per funding application approved by the government, or government agency, a fee as follows:
 - i) **10%** on the first \$1,000,000 of Government Funding approved; and
 - ii) **5%** on the remaining Government Funding approved, greater than \$1 million

Fees are payable upon written approval. Client will retain a 25% holdback, which will be payable upon the first receipt of government funds.

The first round of compliance reporting is included in the above contingency fee rate. Should the Client require subsequent compliance reporting, GrantMatch fees will be charged at a rate of \$100/hr.

Invoices are due within 30 days of invoice date. Invoices outstanding beyond 30 days will incur interest at the rate of 2% per month.

4. **No Recovery:** In the event no Government Funding approval is obtained through the above services of GrantMatch, no fee shall be due or payable by the Client to GrantMatch.
5. **Confidentiality:** GrantMatch shall keep confidential all information disclosed by the Client and use information solely for the services provided hereunder. The Client agrees to keep confidential the terms of this Agreement as they relate specifically to fee structures, amounts and rates, as applicable.

-
6. **Disclosure:** GrantMatch is permitted to use the Client's logo on GrantMatch marketing materials and communicate that the Client has utilized GrantMatch services. Should there be an opportunity for additional marketing material development that specifically involves the Client, GrantMatch will involve and seek approval prior to marketing distribution (i.e. Letters of Reference/Support, Success Stories, or Feature Articles).
7. **Errors & Omissions:** GrantMatch agrees to partner with the Client by providing ongoing grant management services for the term of the Agreement. GrantMatch will not be responsible for errors or omissions and expressly disclaims any and all liability in connection with the use of these services. GrantMatch will complete best efforts to maximize the Client's total Government Funding.
8. **Agreement Term:** The Client and GrantMatch agree that the initial term of this Agreement is two (2) years from the date of this agreement, which shall automatically renew on an annual basis unless terminated in writing by either GrantMatch or the Client with 30 days prior written notice to the other party. If GrantMatch is actively developing a funding application, GrantMatch shall be permitted to complete the application until it is filed and earn the associated service fees specified in clause 3.

AUTHORIZED SIGNATURE FOR THE CLIENT

AUTHORIZED SIGNATURE OF GRANTMATCH

NAME, TITLE

NAME, TITLE

DATE

DATE

Appendix: A

Government Funding:

Government Funding is defined as, but is not limited to: government grants, non-repayable contributions, tax incentives, tax credits, interest free loans and/or low-interest loans.

Interest Free/Low Interest Loans Benefit Calculation:

GrantMatch fees are only applicable to the savings due to the reduction from Client's current rate of borrowing.

The monthly benefit is calculated using the Client's current annual rate of borrowing for the proposed project, less the annual interest rate on the government loan, multiplied by the outstanding principal, divided by twelve. A discount factor of four percent is then applied to each monthly benefit amount, as calculated above, in order to determine Net Present Value for that monthly period. The sum of the Net Present Value of all periods is then subject to the declining tiered fees outlined in Section three above.

Funding Approval:

Funding Approval is defined as written approval from a government authority that specifies the approved amount.

Currency:

The currency for the GrantMatch fee will be the currency of the country in which the funding is approved.

Government Failed Projects:

Should the funding not be received as a result of the Government not fulfilling its obligations as specified in the contribution agreement, the associated service fees will be based on the Client's received amounts and a balance of payments will occur if necessary.

Contingency Free Funds:

Notwithstanding any other clause in this Agreement, in the event that GrantMatch identifies Government Funding for the Client where the funding program disallows contingency fee arrangements, and the Client agrees to pursue the Government Funding application in any event, the Client agrees to pay GrantMatch based on the declining tiered fees outlined in Section 3 of the total grant requested. Such fee is not contingent and is earned and invoiced upon a full grant submission. Such fee is payable six (6) months from the submission of the grant application. GrantMatch guarantees its work for any application where this clause will apply and will indemnify the Client for one hundred percent (100%) of the fee payable hereunder, should the application be declined.

Lobbying

GrantMatch employees and/or its authorized agents will not communicate directly with Public Office Holder(s) on behalf of Clients. GrantMatch will not communicate with, arrange meetings with, or attempt to influence, Public Office Holders. GrantMatch will not be considered a Consultant Lobbyist, will not be required to register its activities with the Lobbyist Registration System, and will, therefore, remain in compliance with the Lobbying Act. https://lobbycanada.gc.ca/eic/site/012.nsf/eng/h_00008.html

Township of Southgate

Administration Office

185667 Grey Road 9, RR 1
Dundalk, ON N0C 1B0

Phone: 519-923-2110

Toll Free: 1-888-560-6607

Fax: 519-923-9262

Web: www.southgate.ca

Staff Report CAO2020-050

Title of Report: Southgate Economic Development Update

Department: Administration - Economic Development

Council Date: August 5, 2020

Council Recommendation:

Be it resolved that Council receive Staff Report CAO2020-050 as information.

Background:

The CAO is providing Council with an update on some of the Economic Development projects and programs we have been working on.

Staff Comments:

Over that last couple of months staff have been working on creating an updated listing of Township commercial and industrial business operators, as well the property owners if different. This has been a challenging task to keep current with owner and contact information, especially for absentee landowners. As part of the work we also inventoried vacant commercial buildings and undeveloped industrial lands. This is important, because in the first half of 2020 we have seen a definite increase in commercial business, industrial lands, and planning inquiries, with more interest than we have developable lands available.

We have now put into place a process working with the Tax Department that will keep listings current on an on-going basis. We will review all the monthly real estate transactions in Southgate to maintain current records of contact information for new commercial and industrial property owners or acquire what we need through the sale process.

This information will give us better data and a more accurate database of contact information we can use to communicate with our commercial and industrial business sectors on a timely basis and through more expedient processes. We went door to door to share a package of information and the "OPEN" poster (Attachment #1) created by Grey County and other materials to support our local commercial businesses.

As part of our distribution we created a survey document for businesses to provide updated contact information and to receive feedback on local issues they may need assistance with, training to help them to be successful going forward, interest in a Chamber of Commerce and other suggestions they have. A copy of the survey document is included in this staff report as Attachment #2.

Staff have researched, attended webinar presentations and have provided an information flyer to businesses about the Digital Main Street ShopHere program. ShopHere provides a platform through Shopify and the services to help setup an

online store to expand business marketing. The ShopHere flyer provides as an introduction to the program for business owners to make them aware of the program so they can look into the service if they are interested. A copy of the ShopHere flyer is included in this staff report as Attachment #3.

The Grey Bruce Huron Strong is a shop local campaign to promote gift card purchases in the region. An information sheet explaining the campaign is included in this staff report as Attachment #4. This document is posted on our website and has been shared with the local businesses.

The Grey County Buy Local campaign will feature Southgate the week of September 7, 2020. There will be radio advertising promoting the buy local campaign in Grey County and feature municipalities on a weekly basis. At the present time 2 gift baskets are being given away in Grey County each week representing a lower tier municipality. During the week that Southgate will be featured each gift basket to include a total of fifteen \$10.00 gift cards for local business in our Township. The program is funded by the Grey EcDev Recovery Plan and the participating businesses must meet some criteria to be involved.

The criteria for selection of Southgate businesses is the following:

- 1) Small independently owned (retail only, including restaurants)
- 2) Must be impacted by Covid-19, for e.g. closures/reduced operations
- 3) Doors must be open for business. Those solely offering takeout, curbside pick-up or delivery are not eligible as they will be profiled through the Grey Bruce Huron Strong campaign
- 4) Grey County reopening signage displayed
- 5) Regularly engages with our social media channels and communiques (newsletters, eblasts, etc.)
- 6) Must be endorsed as a qualified local business by the Municipality to be supported through the Buy Local Gift Basket Campaign

A promotional post card introducing the campaign is included in this staff report as Attachment #5.

Economic Development Information & Public Masks/Face Coverings

In a recent public survey conducted for the Province of Ontario where 2,000 people were asked about their position on going out in the public today only 20% responded that they feel comfortable doing so. Another 19% would feel comfortable with the use of masks/face coverings and with business operator rules and guidance that ensures public safety. Further, the survey reported that a majority of those surveyed support the use of masks in places of business and public gatherings.

Dr. Ian Arra of the Grey Bruce Health Unit recently stated that we have a 70% chance of contracting COVID-19 if you come in contact with someone who is infected and spreading the virus without face coverings. If both individuals wear a mask or face covering the chance of contacting COVID-19 is around 1%.

Financial Impact or Long-Term Implications

There is no financial impact to the municipality as a result of this report other than staff time to provide and gather information to support economic development and the local businesses.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Concluding Comments

1. That Council receive staff report CAO2020-050 as information.

Respectfully Submitted,

CAO approval: Original Signed By

Dave Milliner – CAO

dmilliner@southgate.ca 923-2110 x210

- Attachment 1 – Southgate Business Open Signage
- Attachment 2 – Southgate Business Information Survey
- Attachment 3 – Digital Main Street ShopHere Program
- Attachment 4 – Grey Bruce Huron Strong Gift Card Program
- Attachment 5 – Grey County Buy Local Campaign Post Card

Welcome back! We are now

OPEN

Help us keep everyone safe by wearing a mask and keeping at least two metres apart from customers & staff. If you are feeling sick please do not enter.



YOUR HEALTH AND SAFETY IS OUR NUMBER ONE PRIORITY. WE'RE COMMITTED TO:

- Maximum people in store at one time. Follow directional markings on floor at all times.
- Cleaning and disinfecting surfaces in high traffic areas regularly.
- Frequent handwashing for employees. Hand sanitizer available.
- Contactless debit / credit when possible.
- Following Provincial and Grey Bruce Health Unit guidelines.



HOURS OF OPERATION

Thanks for dropping by! If we're at capacity try visiting us online or give us a call to arrange pickup or delivery.



VISIT US ONLINE

OR CALL US



PRACTICE PATIENCE AND HELP
US KEEP OUR COMMUNITY SAFE!



Grey
County





Southgate Business Information Survey

Business Name: _____

Business Address: _____

Business Phone Number: _____

Business Owner: _____

Contact Cell Number: _____

Contact Email: _____

Business Website: _____

Descriptions of your Business:

1. ☐ Commercial ☐ Industrial
2. ☐ Food Service ☐ Manufacturing ☐ Retail
- ☐ Service Provider ☐ Wholesale ☐ Other: _____

3. Please provide a description of the specific products and/or service you provide:

4. Would you be interested in setting up an online store to help you expand your business and sell your products? **Yes or No**

Note:

1. This information with your approval below will be used to develop and maintain an online business directory on the Township's website. We will also distribute your information to advertise our local businesses to make sure the community is aware of the goods and services we have access to and promote buying locally.
2. This form is on our website and we ask you to update and resubmit to the Township of Southgate any time your business information or the products you manufacture changes.

Business Owners Approval: _____ Date: _____



Southgate Business Information Survey con't.

Number of Employees (including ownership & family): _____

Non-Family or Ownership Employees: _____

What are the 3 biggest challenges you have in your business today?

1. _____
2. _____
3. _____

What could the Township or the County do to help you with your business success?

- | | |
|--|------------------|
| • Employee skills training | Yes or No |
| • As business owner would employee management or financial training help & would you attend | Yes or No |
| • Refinancing of business loans | Yes or No |
| • Restart a Chamber of Commerce to get business owners working together on community events. | Yes or No |

Other general business questions:

- | | |
|---|------------------|
| • Was your business impacted by the COVID? | Yes or No |
| • Were you able to receive COVID support funding? | Yes or No |

Are you considering expanding your business in the next 3 years: **Yes or No**

What are the 3 issues you see as hurdles to expanding your present business?

1. _____
2. _____
3. _____

The Southgate Community Improvement Plan is a Plan and Vision to make improvements in the Business Community related to increasing your marketing opportunities in downtown and rural businesses by becoming an inviting place, increasing services, dealing with parking issues and accessible entry to businesses.

What do you suggest we should do?



Digital Main Street - ShopHere Program

Who is Digital Main Street?

- Not for profit Canadian business that developed the ShopHere Program.

What is the ShopHere Program?

- Ecommerce online store startup program.
- Helps you get up and started at no cost for the first 90 days.
- Great fit for small businesses.
- Allows businesses to function when your doors are closed to continue doing business after hours or during interruptions of in person service.
- Powered by Google.

Who is eligible to use the ShopHere Program?

- Anyone with a registered business, is a not for profit or an artist.
- Businesses with less than 10 full time employees or restaurants with less than 25 staff.

How does it ShopHere program and Shopify service work?

- ShopHere supports the startup of your Shopify online store.
- 270 students work for ShopHere as helpers to support businesses to create & configure the online store, provide setup, support, train staff and assist with marketing the new online business.
- ShopHERE specializes in creating online stores (through Shopify) customized with your products, branding (logo) and information. They assign you to a ShopHERE helper who provides hands-on assistance with setting up and launching your online store.
- The ShopHERE helper also trains businesses on how to manage their online store including digital marketing, shipping, and inventory management.
- Concluding the ShopHERE program, you will have access to free tools to support the launch of your new online store.
- After 90 days you have to decide to continue with Shopify or shut down the site.
- Basic Shopify is \$40.00 per month (US\$) for the full service.
- Shopify Light is \$19.00 per month (US\$) and provides a buy button service.

Link to a Webinar Presentation on the "ShopHere Program"

https://www.dropbox.com/s/0o9u27w3sggg8xn/ShopHERE%20Webinar%20Recording%20-%20July%2023%2C%202020.mp4?dl=0&utm_source=DMS_ShopHERE_Webinar_July16&utm_medium=Email&utm_campaign=DMS_ShopHERE_Webinar_July16_FollowUp

Ontario Grants Available to support Digital Business Transformation:

- Provides \$2,500.00 funding if eligible to complete a digital transformation.
- Brick and mortar businesses may be eligible for the \$2,500 Digital Transformation Grant. The grant is administered by the Ontario BIA Association to help small businesses adapt to new digital technologies.

ShopHere website link: <https://digitalmainstreet.ca/shophere/>

It is FREE to participate and ALL GIFT CARD PURCHASE REVENUE goes directly to your business. Grey County will be promoting these gift card purchases throughout the region as part of our Shop Local Campaign.

Grey • Bruce • Huron **STRONG** **STORE**

Spend your money
where your heart lives

THE GIFT CARD CAMPAIGN



AN EXPLAINER FOR BUSINESS OWNERS

Designed to encourage
supporting local
businesses, including
those without an
online presence

- 1 - BUSINESSES THAT CHOOSE TO PARTICIPATE WILL BE LISTED ON WWW.GBHSTRONGSTORE.COM
- 2 - CUSTOMERS CAN SEARCH/FILTER BY LOCATION & TYPE OF BUSINESS AND PURCHASE GIFT CARDS FROM \$20-\$100
- 3 - HOSTED BY SHOPIFY & ADMINISTERED BY NPX

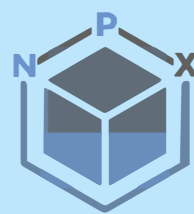


HANDLES ALL CUSTOMER
ORDERS AND PAYMENTS

NO SENSITIVE CUSTOMER
INFORMATION WILL BE RETAINED



THE CUSTOMER PAYS
SHOPIFY'S 3%
ADMINISTRATION FEE



WILL SEND AN
EXCEL SHEET TO
THE BUSINESSES
EACH DAY WITH:

- Vendor Name
- Gift Card Numbers (Last 4 Digits)
- Amount on the Gift Card
- Order Date & Order Short ID

(Only sent when new purchases are made)

FREE SIGN UP

THERE IS NO COST TO
LOCAL BUSINESSES TO
BE INCLUDED!

TO JOIN, EMAIL GBHSTRONGSTORE@NPXINNOVATION.CA WITH:

- Company Name
- Company Logo File
- Contact Information
- Website/Social Media Links
- Business Location(s)



NPX WILL TRANSFER MONEY
TO THE LOCAL BUSINESSES
ONCE A WEEK VIA E-TRANSFER

(Email address required)

Grey • Bruce • Huron **STRONG** **STORE**

Spend your money
where your heart lives



HOW TO REDEEM THE GIFT CARDS

UPON COMPLETION OF
PURCHASE, CUSTOMERS
WILL RECEIVE AN EMAIL
WITH THE VIRTUAL GIFT CARD

(Check junk mail folder if not
received within 24 hours)

WHAT DO I DO?

- 1 - Ask customers to quote last 4 digits of their gift card either in person or over the phone
- 2 - Verify using excel sheet sent by NPX
- 3- Use excel sheet to record amount spent and balance remaining on each card

(or any other tracking method of
your choosing)

*Please note that every business
is responsible for tracking the
usage and balances of gift cards
purchased for their store

THE EMAIL WILL LOOK LIKE THIS:



(Last 4 digits will not be blurred in actual email)

Example Excel Sheet

	A	B	C	D	E	F
1	Vendor	Amount	GiftCardCode	Order Date	Order Short ID	
2	NPX	CA\$50.00	2b7d	['2020-04-29'	1008	
3	NPX	CA\$100.00	3d6h	['2020-04-26'	1005	
4	NPX	CA\$50.00	4f75	['2020-04-29'	1003	

(GBHStrong and the organizations that created it collect no revenue,
fees, or reimbursement from vendors or buyers)



Rediscover Grey

Shop local and #RediscoverGrey.

Learn how you can win \$150 in local
business gift cards! Go to ³¹²

Visit Grey.ca/Rediscover for details.



Grey
County

Colour It Your Way

Outdoor Activity Map



Grey
County

Colour It Your Way



Trails | Lookouts | Waterfalls | Boat Launches | Beaches | Patios

Safely enjoy Grey County's great outdoors!

Visit [Grey.ca/Rediscover](https://www.visitgrey.ca/rediscover)





Staff Report PW2020-039

Title of Report: PW2020-039 Department Report
Department: Public Works
Branch: None
Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report PW2020-039 for information.

Background:

Public Works Department update.

Staff Comments:

Transportation and Public Safety:

1. Roadside grass cutting has been completed throughout the Township.
2. Reconstruction of Rows Lane in Dundalk is commencing Monday, July 13, 2020 until approximately Monday, August 31, 2020. Local Traffic only, expect delays
3. Starting Monday, July 20, 2020, Top Hat Robotics will be in Dundalk and Holstein inspecting sidewalks in a pilot project using a robot. The robot will be accompanied with a technician during the inspection.
4. Another summer student, Colby Loosemore, has been hired working in Public Works, Roads Department for the remainder of the summer.
5. Work has started on Southgate Road 22 between Southgate Sideroad 03 and Southgate Sideroad 07 with pulverizing and culvert replacements.

Waste Resources and Diversion Management:

1. The following changes were implemented in Transfer Station Operations:
 - Dundalk Transfer Station will be closed in future on Thursdays as of July 16, 2020.
 - Dundalk Transfer Station Orange Drop will be accepting materials as of Saturday, July 11, 2020.
 - Both Dundalk and Egremont Transfer Stations will be accepting Municipal Special and Hazardous Waste Materials (electronics, oil, antifreeze & containers, etc.) as of Saturday, July 11, 2020.

Water & Wastewater

1. Residents of Dundalk are reminded that Water Conservation and Lawn Watering Restrictions are now in effect until further notice and information was included with recent water billing invoices.

The external use of water is permitted as follows:

- on even calendar dates at all municipal addresses north of and including Main Street north side between 7pm and 9pm,
- on odd calendar dates at all municipal addresses south of and including Main Street south side between 7pm and 9pm

2. Staff has submitted the documents required for the Municipal Drinking Water Licence renewal.

Financial Implications:

The Operating and Capital Budgets have included these financial commitments.

Communications & Community Action Plan Impact:

Goal 5 - Upgrading our "Hard Services"

Action 5:

The residents and businesses of Southgate recognize our linear services - roads, bridges, water and sewer works, for example - to be a fundamental purpose of municipal government. This infrastructure needs to be serviceable and sustainable so that our businesses and communities can thrive and grow.

Concluding Comments:

Staff recommends that Council receive Staff Report PW2020-039 for information.

Respectfully Submitted,

Dept. Head: *Original Signed By*
Jim Ellis, Public Works Manager

CAO Approval: *Original Signed By*
Dave Milliner, CAO

To: [Lindsey Green](#)
Subject: speed racing on victoria
Date: July 6, 2020 3:53:49 PM

Dear council, (please see link at end)

I know you have made efforts to reduce speeds in the Village Of Dundalk by reducing speed limits to 40km per hour. which is a great first step. Also there has been talk of an electronic device for monitoring speed that is excellent too.

With that said I have been a resident on Victoria street for 13 years now raising my young family. Each year that goes by the non sense in driving habits seems to be getting increasingly worse despite aforementioned efforts to reduce speed. I have watched for 13 years as people use victoria as a quick way through town speeding and blowing stop signs on a consistent basis. Watching not only cars and trucks but snowmobiles, ATVs and bikes use it as a raceway. (not Typically residents of victoria street). This troubles me as It is just a matter of time before something major occurs on Victoria street. Lets just hope it's not a fatality of a kid chasing a ball or an elderly individual trying to cross the street or any individual.

I think most residents on victoria street would embrace the idea of temporary speed bumps on victoria street to slow this nonsense down. Non Physical means do not seem to work.

I think if two temporary speed bumps were placed between each section of stop signs on victoria street it would drastically reduce the speeding offenders. What can it hurt to try?

I have attached the most recent event here <https://www.youtube.com/watch?v=eG6wgTsVjlU>

This link here <https://www.cbc.ca/news/canada/toronto/photo-radar-automated-speed-enforcement-toronto-gta-1.5638024> is a new proactive approach being used in Toronto. The automated speed enforcement program is part of Vision Zero — a movement to eliminate deaths and injuries from traffic collisions that has been adopted by municipalities around the world. Toronto, as well many other municipalities in the GTA, have developed Vision Zero strategies that include the use of automated speed enforcement.

Thank You for your time

Elisha Hewgill

Subject: CP Trail Request.

From: Tim Allen <dgatvpresident@gmail.com>

Sent: July 7, 2020 12:34 PM

To: fire@greyhighlands.ca; mgivens@chatsworth.ca; psinnamon@chatsworth.ca; terry.r.ward@opp.ca; jwhite@westgreyps.ca; Lindsey Green <lgreen@southgate.ca>; kevin.mcnab@grey.ca; Fire Chief <firechief@southgate.ca>

Subject: CP Trail Request.

Greetings Fire and Police

As you may already know, the Dufferin Grey ATV Club is re-approaching Grey County Council later July 23rd of this month to request permission for the SxS (Side by Side seating) ATV's to have access to the same approved portions of trail as the (straddled) ATV's on the Grey County CP Trail and Harkaway forest tract. The request entails permission for SxS's to a Maximum width of 65" .. And gate modifications to allow passage through a 65" opening.. SxS's come in different width segments, 50" 55" 60" 65" and a 72"... The 72" are felt to be too wide for the trail.. The actual Grey County CP trail width, the flat (deck) portion of the trail averages @ 16 to 18 ft across depending on the area of the trail, the former gate posts, now used for signage are 16.5 feet apart center to center, 17 Ft total outside measurement, and are placed on the (deck), these posts held the original 16.5 Ft farm gates used previously. although a few still remain. The stone dust groomed or travelled portion of the trail averages 8 to 12 feet..depending on location. We feel SxS's should be permitted as they are considered ATV's in Ont Reg. 316/03, and should be treated equal as such in off road situations, considerations for other trail users are important as it is a Multi-Use trail.. The club is prepared to install narrow signage in locations to warn of narrow passage, and any safety measures deemed necessary by council. also as in the 2015 gate project where the club provided, installed and funded the gates from Dundalk to Sdrd #80 north of Markdale The gates were then turned over to County's possession.. The club is again in a position to head such a project financially, should the council decide to permit the SxS's to our request. The most important reasoning behind the 65" is that all three... Dundalk, Grey Highlands, Chatsworth Fire departments have EMS/Fire equipped SxS's, also West Grey Police/Fire utilize a SxS. all are from 60 to 65" in width.

In an emergency situation it takes considerable time to stop and open the gates with a key... This time is critical in the case of an medical emergency or fire along the CP Trail, and valuable time is wasted trying to open gates to access the trail, as in time, it is expected the gates to the property line will be fenced off without an available go around... For an Example: if Dundalk EMS/Fire had to go to Proton Station.. 10 gates need to be opened @ 3 Minutes a gate... Half an hour wasted , Grey Highlands to 80 Sdrd... 7 gates @ 3 minutes/per..21 minutes... Chatsworth is similar. In our opinion the SxS EMS/Fire vehicles should have clear non stop drive through access to the trail.

The planning dept. has declined to acknowledge this a critical time period in their assessment of trail standards and conditions.. siting they are too wide for the CP trail.. They have indicated 54" SxS's could possibly be accepted on the trail. on the recreational side, This only covers @ 10% of the SxS vehicles... whereas 65" would permit 85-90% of SxS's access and address the serious time restraint concerns for EMS and Fire.

We ask your support in our request, via a letter to Grey County Council and CC'd DGATV info@dgatv.ca, or return to myself, addressing your concerns in regard to the subject, please list any benefits that would be beneficial to your organization. The time constraints to address a Medical Emergency or Fire while having to stop locate keys and open gates should be exemplified.

We would like to hear your opinion of our proposal, Yay or Nay... We wish to know your concerns, so that we can understand each other's needs going forward.

Thank You for your time.

Tim Allen
President
Dufferin Grey ATV Club.

**Ministry of Government and
Consumer Services**

ServiceOntario

Regulatory Services Branch

20 Dundas Street West, 4th Floor
Toronto ON M5G 2C2

**Ministère des Services gouvernementaux et
des Services aux consommateurs**

ServiceOntario

Direction de la réglementation

20, rue Dundas Ouest, 4^e étage
Toronto ON M5G 2C2



Email to all Municipalities of Ontario

Date: July 6, 2020

To: All Municipalities of Ontario

From: Jeffrey W. Lem, Director of Titles for the Province of Ontario

Subject: Moving Towards a More digital-focused Service Model for Land Registration Services

I am pleased to share information about how ServiceOntario's land registration services will be delivered effective October 13, 2020, in keeping with our government's approach to move towards digital online services for Ontarians. Effective October 13, 2020, the Ontario government will be discontinuing land registration counter services currently delivered at all 54 Land Registry Offices (LROs).

Land registration is a segment of government services where many of our customers have already adopted the digital channel as its preference. Our data shows that 99% of land registration documents are registered online, 87% of searches are conducted online and 98% of surveyors submit plans for pre-approval via email. Ontario's land registration system was established in 1795 and has undergone several transformations in its 225 years of existence.

Moving toward a more digital-focused service model is part of the evolution of this sector, which is timely and will benefit all customers. For most services, it will no longer be necessary to visit a local LRO. In some cases, where customers need hard copies, ServiceOntario will have processes in place until longer term solutions are developed. Our goal is to ensure that we maintain a modern and efficient organization, focused on the needs and expectations of our staff and customers, while ensuring the integrity of the land registration system.

For many Municipalities this will be a seamless change, as Teraview is already being used to both file documents and search title. For those Municipalities that file

documents in paper, both Teraview and OnLand will be improved to accept digital versions of paper documents.

Please feel free to contact me at director_of_titles@ontario.ca should you have any questions regarding this communication.

Sincerely,

A handwritten signature in black ink, reading "Jeffrey W. Lem". The signature is written in a cursive style with a large, stylized 'J' and 'L'.

Jeffrey W. Lem
Director of Titles for the Province of Ontario

From: [Minister, MECP \(MECP\)](#)
Subject: Letter from the Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks regarding Environmental Assessment modernization
Date: July 8, 2020 7:17:45 PM

Good evening,

I am writing to inform you about the Ministry of the Environment, Conservation and Parks next steps in our government's Made-in-Ontario Environment Plan commitment to build an environmental assessment (EA) program that ensures strong environmental oversight and a strong economy.

The current process for environmental assessments is slow and ineffective. It can take up to six years for some projects, slowing down important infrastructure projects that help Ontario communities, such as installing electricity infrastructure. Even projects subject to a streamlined process, such as new roads and bridges, can be further delayed by administrative burden, impacting the timely construction of basic infrastructure.

That's why, last year our government released a [discussion paper](https://prod-environmental-registry.s3.amazonaws.com/2019-04/EA%20Discussion%20Paper.pdf) (<https://prod-environmental-registry.s3.amazonaws.com/2019-04/EA%20Discussion%20Paper.pdf>) outlining the challenges with our current framework and introducing our vision for a modernized EA program, as the first step in our plan to update the nearly 50-year-old *Environmental Assessment Act* (EAA).

As we committed in our Made-in-Ontario Environment Plan, we want to improve the environmental assessment program by eliminating duplication and reducing delays on projects that matter most to Ontario communities. To start, we amended the EAA through the *More Homes, More Choice Act, 2019* to exempt low-impact projects, such as constructing roadside parks and adding bike lanes from requiring an environmental assessment. Projects like these are routine activities that have benefits to communities but little to no environmental impacts.

As part of our government's proposed COVID-19 Economic Recovery Act, we are now proposing to move forward with the next phase of environmental assessment modernization, to further reduce delays and focus our resources on projects with a higher potential for environmental impacts so that we can help communities get important infrastructure projects built faster, while maintaining strong environmental oversight.

Building infrastructure projects faster, including transit and highways, will help boost Ontario's economic recovery, create thousands of jobs, put more opportunities within the reach of businesses, create more affordable housing, and ensure a higher standard of living in every community across the province.

The proposal includes the items outlined below:

Proposed amendments to the *Environmental Assessment Act* (EAA)

Through the COVID-19 Economic Recovery Act, our government has proposed amendments to the EAA, which allow us to move forward with our next phase of our modernization plans, while at the same time supporting the government economic recovery goals by making it possible for us to find efficiencies in the environmental assessment process of important public works.

The legislation would allow us, through subsequent regulations and proclamations, to allow online submissions, reduce the average time by half for the largest projects and match the potential environmental impact of a project to the level of study required.

The proposed changes are aimed at getting important infrastructure projects built faster, while maintaining strong environmental oversight by focusing on projects that have the most potential to impact the environment.

We posted an information notice on the environmental registry to provide information about the proposed legislative changes to the EAA that will be proceeding through the legislative process. Please refer to <https://ero.ontario.ca/notice/019-2051> for more information.

Amendments to Class Environmental Assessments (Class EAs)

My ministry is also seeking input on proposed amendments to 8 Class EAs. These proposed changes would support our modernization initiative as they would exempt low-impact projects from the requirements of the *Environmental Assessment Act*, eliminate duplication and find efficiencies in the planning process. This would speed up projects that are important to communities, such as erosion, repair, or remediation initiatives, or important upgrades to machinery such as waterpower generators.

My ministry is seeking input on these proposed amendments during a **45-day** comment period, closing on **August 22, 2020**. Details of this proposal may be found at <https://ero.ontario.ca/notice/019-1712>.

Exempting Regulations

In addition, my ministry is also proposing regulatory exemptions from the *Environmental Assessment Act* to eliminate duplication and reduce delays for projects and activities related to Indigenous land claim settlements and other agreements with Indigenous communities dealing with land, projects within provincial parks and conservation reserves, and select highway projects being planned by the Ministry of Transportation. Some of these projects and activities are already subject to other legislation or planning processes that would provide the appropriate level of assessment and consultation. Other projects may be exempted from the EAA but would still be subject to conditions such as requirements to post notifications or undertake technical studies as appropriate.

My ministry is seeking input on these proposed amendments during a **45-day** comment period, closing on **August 22, 2020**.

For details of the proposal regarding land claim settlement activities and other agreements with Indigenous communities dealing with land, please refer to <https://ero.ontario.ca/notice/019-1805>.

For details of the proposal regarding projects in provincial parks and conservation reserves please refer to <https://ero.ontario.ca/notice/019-1804>.

For details of the proposals for select Ministry of Transportation projects, please refer to <https://ero.ontario.ca/notice/019-1882> and <https://ero.ontario.ca/notice/019-1883>.

Information about the proposed Class EA amendments can be found on the environmental registry. We ask that you submit any comments that you may have through the instructions provided, and by the deadlines listed above.

Should you have questions about any of the proposals, you can contact us at EAmmodernization.MECP@ontario.ca.

We look forward to your suggestions and comments on our modernization initiatives.

Sincerely,

Jeff Yurek
Minister of the Environment, Conservation and Parks

**Ministry of Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17e étage
Toronto ON M7A 2J3
Tél.: 416 585-7000



234-2020-2680

July 8, 2020

Dear Head of Council:

The COVID-19 outbreak has touched everyone in the province, creating personal and financial hardship, and resulting in losses far greater than anyone could have imagined. We are making steady progress in the safe reopening of the province, and we acknowledge and celebrate those who went above and beyond through this crisis.

I am writing to inform you that on July 8, 2020, our government introduced the COVID-19 Economic Recovery Act, 2020, to help get Ontario back on track. Our proposed bill will address three critical needs Ontario faces: restarting jobs and development; strengthening communities; and creating opportunity for people.

Our government recognizes the key role that municipalities play in restarting the economy, and that their efficient functioning and economic sustainability is critical to Ontario's future success. We are also continuing to negotiate with our federal partners to ensure communities across Ontario receive the urgent financial support they need. We know that municipalities require fair and flexible investment to protect front line services and help restart the economy.

This bill includes proposals that will enable municipal councils and local boards to meet electronically on a permanent basis and allow municipal councils to decide if they wish to have proxy voting for their members. Our government also proposes to finalize the community benefits charges framework; enhance the Minister of Municipal Affairs and Housing's existing zoning order authority to provide more certainty when fast tracking the development of transit oriented communities; make it faster to update and harmonize the Building Code so that we can break down interprovincial trade barriers, and permanently establish the office of the Provincial Land and Development Facilitator to help solve complex land use issues. We are also working on optimizing provincial lands and other key provincial strategic development projects that will help facilitate economic recovery efforts.

My ministry will be hosting a technical information briefing on the proposed community benefits charges framework, including proposed changes to development charges and parkland dedication, so that municipal staff can gain a better understanding of the proposal. The technical briefing will take place in the near future and invitations from the Assistant Deputy Minister of Local Government and Planning Policy Division to municipal Chief Administrative Officers, Treasurers and Chief Planners will be forthcoming.

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In addition to initiatives that I have outlined above from my ministry, there are several other proposals included in our proposed legislation that will support your communities. Changes proposed will modernize our outdated environmental assessment framework, provide more local say on future landfill sites, and ensure strong environmental oversight, while supporting faster build-out of vital transport and transit infrastructure projects to support our economy. Municipally-run courts will be able to use technology to deliver services remotely and we are also moving to fill justice of the peace vacancies faster and more transparently.

We will be extending the validity period of unused marriage licences and protecting the province's most vulnerable consumers who rely on payday loans, by proposing limits on related interest rates and fees.

Also proposed is the reduction of regulatory burdens on farming while preserving the environmental rules that will support this vital part of our economy. Businesses will be able to count on clear, focused and effective rules that do not compromise people's health, safety or the environment through our changes that continue to focus on cutting red tape. At the same time, our changes will allow health and safety standards to be updated more quickly to ensure worker safety in a changing economy.

As the province continues to reopen and the economy recovers, it's more critical than ever to position Ontario as a top-tier destination for investment, domestic growth, and job creation. A key measure to support this objective is the creation of a new investment attraction agency, Invest Ontario, that will promote the province as a key investment destination and work closely with regional partners to coordinate business development activities.

Our proposed changes will also help our communities respond in part to the challenges that this outbreak has brought to our education system. Changes proposed would allow school boards to select the best candidates for director of education for their respective communities. We will also reduce red tape that is preventing access to school for some First Nation students and by limiting unproductive suspensions for our very youngest students. Students with severe learning disabilities will have an opportunity to complete their studies in the upcoming school year and by broadening the mandates of TVO and TFO, our broadcasters will be able to support students' learning needs better during these challenging times.

Through this proposed legislation, we will take the first step towards a strong restart and recovery. More information on our proposals can be found on the Legislative Assembly of Ontario's [website](#).

Our greatest challenges lie ahead of us, and we know we cannot overcome them alone. It's time for everyone to play a role in rebuilding Ontario together. We will ensure no community or region is left behind. Every community must recover if all of Ontario is to grow and prosper again.

Head of Council
Page 3

Municipalities are encouraged to continue to review our Government's Emergency Information webpage at: [Ontario.ca/alert](https://ontario.ca/alert). I thank you for your continued support and collaboration in these challenging times.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark". The signature is fluid and cursive, with the first name "Steve" and last name "Clark" clearly distinguishable.

Steve Clark
Minister of Municipal Affairs and Housing

c: Chief Administrative Officers
Municipal Clerks
Kate Manson-Smith, Deputy Minister of Municipal Affairs and Housing
Brian Rosborough, Executive Director, Association of Municipalities of Ontario



DUNDALK DISTRICT AGRICULTURAL SOCIETY

P.O. BOX 497 • DUNDALK, ONT. • N0C 1B0

Established 1855

RECEIVED JUL 09 2020
RECEIVED JUL 09 2020

Dundalk Agricultural Society
Box 497, Dundalk
N0C1B0

To Mayor John Woodbury and Southgate Council;

Hoping this letter finds everyone and their families, happy and healthy and enjoying the weather.

The Dundalk Agricultural Society has come up with, what we think is a unique solution to the covid problem regarding our fair. We know we can not have the fall fair in the traditional sense of the word. In these ever changing times we have racked our brains for something we could do for the community. We are proposing a drive thru fair. We would set up stations for people to look at round the track. So far we have thought about having the junior calf club with their small calves. Showing off some tractors and vintage vehicles. And an equipment display. With the council's co-operation we would have people come in the fair grounds drive way, follow the course and then exit the arena drive way. We feel that would help create a good flow of traffic to maintain the safe distance rules.

Thank you for your time, we look forward to hearing from you.

A handwritten signature in blue ink, appearing to read "Corey Wey".

Corey Wey, president
Kimberley Stacey, secretary
and the Dundalk Agricultural Society.

A handwritten signature in blue ink, appearing to read "Kimberley Stacey".



101 17th Street East
Owen Sound ON N4K 0A5
519-376-9420
1-800-263-3456
Fax: 519-376-0605

July 8, 2020

Angie Beattie
Market Manager
Southgate Community Farmers Market
220 Owen Sound
Dundalk ON N0C 1B0

Dear Angie Beattie:

Reference: Southgate Community Farmers Market
220 Owen Sound Street
Dundalk, ON

The Grey Bruce Health Unit has received and reviewed the 2020 Operational Plan for the Southgate Community Farmers' Market and Site Plan. An on-site consultation was conducted on July 3, 2020 with Angie Beattie and cohort. The only change to the plan was to utilize the Southgate Community Farmers' Market Building rather than the Frank MacIntyre building; this should allow even greater control of access and traffic flow to the market for greater safety. The Southgate Community Farmers' Market has complied with all recommendations in COVID-19 guidance to operate an on-line/pickup market to ensure the safety of vendors and the public.

Thank you for your attention to detail.

Yours Truly,

Robert Reid B.A.Sc., CIPHI(C)
Public Health Inspector
Grey Bruce Health Unit
519-376-9420 ext. 1355
r.reid@publichealthgreybruce.on.ca

July 10, 2020

Dear Municipal Stakeholder,

I am pleased to announce that as of **July 1, 2020** the province expanded the types of off-road vehicles permitted on-road to two new additional types: off-road motorcycles commonly known as dirt bikes; and, extreme terrain vehicles, which are semi-amphibious vehicles with six or more wheels. This updated regulation can be found at <https://www.ontario.ca/laws/regulation/030316>.

It is important to note that the same on-road access rules for existing off-road vehicles continue to apply for these new vehicles on provincial roadways (Please see Schedule B of *Ontario Regulation 316/03: Operation of Off-Road Vehicles on Highways*). Similarly to the previously permitted vehicle types, municipalities may permit the use of off-road motorcycles and extreme terrain vehicles in their local jurisdiction through by-law. However, municipalities with existing by-laws permitting off-road vehicles will need to amend their by-law after July 1, 2020 if they want to allow these the new types of vehicles on their local roads. By-laws created before July 1, 2020 apply only to those classes of off-road vehicle which were permitted to operate on-road at the time: all-terrain vehicles, two-up all-terrain vehicles, and side by sides (utility terrain-vehicles, recreational off highway vehicles).

To support municipalities with these changes, the ministry has developed guidance documents to help municipalities decide whether to permit these new vehicles on their local roadways. These documents also provide guidance for proposed, yet to be proclaimed, changes for municipalities listed in Ontario Regulation 8/03 which will amend the way off-road vehicles are permitted on-road access to municipal roads. In municipalities listed in Ontario Regulation 8/03, off-road vehicles will automatically be allowed on municipal roads unless the municipality creates a by-law to prohibit or restrict their use. These new provisions have a target implementation date of January 1, 2021 and will replace the current requirement that those municipalities listed in Ontario Regulation 8/03 must enact a by-law to permit off-road vehicles to operate on identified municipal roads. If you have any questions regarding these future changes, please contact the general inquiry line for the Safety and Information Management office of the Operations Division at 905-704-2960.

For reference, the guidance documents are attached.

I would ask that you please forward this notice and enclosed guidance material to the attention of municipal staff in charge of traffic safety and those responsible for enforcing off-road vehicle laws in your area. If there are any questions regarding these amendments, please do not hesitate to contact the Acting Manager at the Safety Program Development Office Erik Thomsen at (647)-638-5210 or erik.thomsen@ontario.ca.

.../2

Thank you for your assistance in communicating this change.

Sincerely,







A handwritten signature in dark ink, appearing to read "Angela Litrenta". The script is cursive and fluid.

Angela Litrenta
A/Director
Safety Program Development Branch
Ministry of Transportation

Attachment – Municipal Guidance Materials

Additional Off-road Vehicles Allowed On-road

Effective July 1, 2020, the Ministry of Transportation (MTO) is making changes to add off-road motorcycles (ORM) and extreme terrain vehicles (XTV) to the existing list of off-road vehicles (ORV) permitted on-road. These two new ORV types will be in addition to the currently permitted 4 wheeled ORV types.

Municipal Considerations	<p>Municipalities will continue to have the authority and make decisions about ORVs by way of by-law to:</p> <ul style="list-style-type: none">▶ Permit ORVs▶ Only allow specific ORVs on road▶ Only allow ORVs at specific hours of the day▶ Impose additional speed limits <p>ORV is a general term used to capture several different vehicles designed for off-road, however, only certain off-road vehicles that meet the requirements in Ontario Regulation 316/03 are permitted on-road:</p>	
All-Terrain Vehicles	<p>“A “single-rider” all-terrain vehicle (ATV) is designed to travel on four low-pressure tires, having a seat designed to be straddled by the operator, handlebars for steering control and it must be designed by the manufacturer to carry a driver only and no passengers.</p> <p>A two-up ATV is designed and intended for use by an operator or an operator and a passenger. It is equipped with straddle-style seating and designed to carry only one passenger.</p>	 
Side-by-Sides	<p>A recreational off-highway vehicle (ROV) has two abreast seats, typically built with a hood, and uses a steering wheel instead of a motorcycle steering handlebar.</p> <p>A utility terrain vehicle (UTV) has similar characteristics to an ROV but typically also features a box bed. UTVs are generally designed for utility rather than for recreational purposes.</p>	 
New Off-Road Vehicle Types	<p>Extreme Terrain Vehicles (XTVs), commonly referred to as Argos are 6+ wheeled off-road vehicles capable of riding in multiple terrains, including through water. These vehicles sometimes come with tracks, however, tracked versions are not being permitted on road and are restricted to off-road use only.</p> <p>Off-Road Motorcycles (ORMs) are 2 wheeled off-road vehicles that come in varying configurations such as, but not limited to: Recreational ORM, Trail ORM, Competition ORM, Dual sport ORM.</p>	 
July 1, 2020	<p>Vehicles permitted on any municipal road where a by-law is created to enable their use will continue to be permitted.</p> <p>MUNICIPAL BY-LAWS: Effective July 1, 2020, additional types of ORVs can be permitted on municipal roads and provincial roadways where local municipalities create new by-laws to enable their use (existing ORV by-laws granting access will not automatically permit new types; a new by-law will need to be passed after July 1, 2020).</p> <p>LICENCE REQUIREMENT: These new vehicle types will require at least a G2 or M2 licence, the same as other off-road vehicles. These vehicles do not come with lights so they are restricted from operating at night or when the weather is poor unless equipped with proper aftermarket lighting. Also, no passengers are allowed on ORMs.</p>	
Proposed for January 1, 2021	<p>Proposed for January 1, 2021, in municipalities listed in Regulation 8/03, all ORV vehicle types, including new vehicle types, will be permitted on municipal roads. Municipalities must create a by-law to restrict or prohibit their use.</p>	
More Information	<p>With respect to the enforcement of these laws, the police act independently when carrying out their duties. Any issues with the day-to-day operations of police services and the actions of its officers should be raised with the local chief of police or his/her representative. All set fines can be found on the Ontario Court of Justice website.</p> <p>This document is a guide only. For official purposes, please refer to the <i>Highway Traffic Act</i> and regulations. For more information, please visit Ontario.ca/ATV.</p>	

Additional Off-road Vehicles Allowed On-road (continued)



Existing Types permitted:
ATVs, Two-Up ATVs,
ROVs, UTVs

New Types:
ORMs and XTVs



Operator Requirements

- Existing rider safety requirements:
- ▶ Must be at least 16 years old
 - ▶ Must hold at least a valid G2 or M2 licence
 - ▶ Wear an approved motorcycle helmet
 - ▶ Wear a seat belt, where provided
 - ▶ Travel at speeds less than the posted speed limit
 - ▶ Travel only on shoulder, and where unavailable, right most portion of the roadway
 - ▶ Be driven in the same direction as traffic
 - ▶ Carry the ATV/ORV's registration permit

- Rider safety requirements:
- ▶ Must hold at least a valid G2 or M2 licence (same as existing ORV types)
 - ▶ Must be at least 16 years old
 - ▶ Wear an approved motorcycle helmet
 - ▶ Wear a seat belt, where provided
 - ▶ Travel at speeds less than the posted speed limit
 - ▶ Travel only on shoulder, and where unavailable, right most portion of the
 - ▶ Be driven in the same direction as traffic
 - ▶ Carry the ATV/ORV's registration permit

Passenger Safety Requirements

- Existing passenger safety requirements:
- ▶ If the vehicle was manufactured with seat belts, everyone must buckle up
 - ▶ If the vehicle has passenger foot rests, the passenger must be able to reach these foot rests
 - ▶ The number of occupants is limited to the number of available seating positions
 - ▶ No passengers under the age of 8 are allowed and additional passenger restrictions apply if the driver is a young and novice driver with a minimum G2 or M2 licence
 - ▶ All riders – drivers and passengers – must wear an approved motorcycle helmet

- Passenger safety requirements
- ▶ **NEW** No passengers are permitted on ORMs while operating on-road
 - ▶ If the vehicle was manufactured with seat belts, everyone must buckle up
 - ▶ If the vehicle has passenger foot rests, the passenger must be able to reach these foot rests
 - ▶ The number of occupants is limited to the number of available seating positions
 - ▶ No passengers under the age of 8 are allowed and additional passenger restrictions apply if the driver is a young and novice driver with a minimum G2 or M2 licence
 - ▶ All riders – drivers and passengers – must wear an approved motorcycle helmet







Vehicle Requirements










- ▶ Be registered and plated
- ▶ Be insured
- ▶ Must have wheels in contact with the ground
- ▶ Be compliant with one of the ANSI/COHV standards listed in s.10 of Ontario Regulation 316/03 (certification label commonly found near footrest)
- ▶ Have headlights and taillights on at all times

- ▶ **NEW** Exempted from the standards listed in s.10
- ▶ **NEW** As an alternative to the standards listed in s.10 of Ontario Regulation 316/03 XTVs must comply with sections 7.2, 7.3, 7.4, 7.5 (other than section 7.5.1), 7.6, 7.7, 7.8 and 7.9 of the Society of Automotive Engineers Standard J2258, entitled "Light Utility Vehicles" (braking ability, lighting, rollover protection)
- ▶ **NEW** XTVs that are tracked are not permitted on-road
- ▶ **NEW** Have headlights and taillights on between sunset and sunrise (nighttime riding) or when the weather is unfavourable
- ▶ **NEW** ORMs must have a minimum wheel rim diameter of 250 mm, and has a minimum wheelbase of 1 016 mm (to prevent pocket bikes)
- ▶ **NEW** ORMs may meet federal definition for Restricted Use Motorcycles, and would need to meet federal standards, or may be Competition Vehicles, for which no federal standards apply
- ▶ Be registered and plated
- ▶ Be insured
- ▶ Must have wheels in contact with the ground

Off-Road Vehicles

During 2019, the Ministry of Transportation made two legislative amendments to the *Highway Traffic Act* to improve the experience of off-road vehicle (ORV) riding in the province. These changes, outlined within this infographic, have two effective dates: One set of changes became effective as of July 1, 2020 and the second set of changes are proposed to take effect January 1, 2021.

Common ORV Types	All Terrain Vehicles (ATVs)		Side-by-Sides		New ORV Types	
	 “single-rider” all-terrain vehicle (ATV)	 two-up all-terrain vehicle (two-up ATV)	 recreational off-highway vehicle (ROV)	 utility terrain vehicle (UTV)	 off-road motorcycle (ORM)	 extreme terrain vehicle (XTV)

	Municipality A Default speed limit less than 80km/h	Better for People, Smarter for Business Act	Getting Ontario Moving Act
Municipality B Municipalities listed in Regulation 8/03)	<p>Current vehicles permitted on road</p>  <p>Permitted on ANY municipal road where a by-law is created to enable their use</p> <p>Not permitted on road Restricted to off road use</p> 	<p>Current vehicles permitted on road</p>  <p>Where a by-law is/was created to enable their use, these vehicles types or vehicles will continue to be permitted on any municipal road</p> <p>Additional by-law/amended existing by-law is required to permit new vehicle types</p>  <p>By-laws made before July 1, 2020 will not automatically permit these vehicles</p>	<p>No changes</p> <p>Where a by-law is/was created to enable their use, these vehicles types or vehicles will continue to be permitted on any municipal road</p> <p>Additional by-law/amended existing by-law is required to permit new vehicle types</p>  <p>No changes</p> <p>By-laws made before July 1, 2020 will not automatically permit these vehicles</p>
Municipality A Default speed limit less than 80km/h	<p>Current vehicles permitted on road</p>  <p>Permitted on ANY municipal road where a by-law is created to enable their use</p> <p>Not permitted on road Restricted to off road use</p> 	<p>Current vehicles permitted on road</p>  <p>Where a by-law is/was created to enable their use, these vehicles types will continue to be permitted on any municipal road</p> <p>Additional by-law/amended existing by-law is required to permit new vehicle types</p>  <p>By-laws made before July 1, 2020 will not automatically permit these vehicles</p>	<p>In municipalities listed in Regulation 8/03, all ORV vehicle types, including new vehicle types, will be permitted on municipal roads.</p> <p>Municipalities must create a by-law to restrict or prohibit their use</p> <p>OPT - IN ← → OPT - OUT</p>

July 16, 2020

Fake COVID-19 Face Mask Medical Exemption Card

The Grey Bruce Health Unit advises the public there is no requirement for a COVID-19 Face Mask Medical Exemption Card or anything similar. These card are being sold as a scam.

Medical Exemption Cards, a doctor's note or any other exemption affidavit is not required for anyone unable to wear a face covering for medical or other reasons.

Persons exempt from wearing face coverings include:

- a child under the age of 2 years or a child under the age of 5 years either chronologically or developmentally and he or she refuses to wear a face covering
- anyone incapacitated and unable to remove their face covering without assistance;
- when wearing a face covering would inhibit the person's ability to breathe in any way;
- for any other medical reason, the person cannot safely wear a face covering such as, but not limited to, respiratory disease, cognitive difficulties or difficulties in hearing or processing information
- The obligation to provide reasonable accommodation under the Ontario Human Rights Code requires exemption from this requirement.

Attachment: Sample of Fake Face Mask Medical Exemption Card



For More Information:

Dr. Ian Arra, Medical Officer of Health and Chief Executive Officer

To arrange to speak with Dr. Arra, please contact Drew Ferguson at:

519-376-9420 or 1-800-263-3456 ext. 1269 or d.ferguson@publichealthgreybruce.on.ca

A healthier future for all.

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

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Box 40 Walkerton, ON N0G 2V0
519-881-2504 1-866-981-2504

saugeenmobility.ca

GENERAL BOARD MEETING MINUTES

Friday, April 24, 2020, 9:45 a.m.

Board Members Present: Councillor Doug Bell, Municipality of Arran-Elderslie
Councillor Dean Leifso, Councillor, Municipality of Brockton
Mayor Scott Mackey, Township of Chatsworth
Councillor Warren Dickert, Town of Hanover
Councillor Ed McGugan, Township of Huron-Kinloss
Councillor Dave Cuyler, Municipality of Kincardine
Vice-Deputy Mayor Mike Myatt, Town of Saugeen Shores
Mayor John Woodbury, Township of Southgate
Councillor Beth Hamilton, Municipality of West Grey

Board Members Absent: None

Others Present: Roger Cook, Manager
Catherine McKay, Recording Secretary

The meeting was conducted by teleconference in light of the COVID-19 pandemic.

1. Call to Order

President Mike Myatt called the meeting to order at 9:48 am.

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

None declared.

3. Approval of the Agenda

Motion #2020-042

Moved by Beth Hamilton; Seconded by Scott Mackey

That the agenda for April 24, 2020 be amended to indicate the meeting date as Friday, April 24, 2020 and the time as 9:45 a.m., and that the agenda be accepted as so amended.

Carried

4. Minutes of the April 7, 2020 General Board Meeting

Motion #2020-043

Moved by Doug Bell; Seconded by Dave Cuyler

That the minutes of the April 7, 2020 General Board Meeting be amended to delete the second sentence of the first bullet point in item D and that the Board approve and adopt the minutes as so amended.

Carried

5. Business Arising from the Minutes

The minutes note that the President and the Manager were to reach out to the office of Bill Walker, M.P.P., regarding a recent announcement of funding for Ontario's most vulnerable people in the pandemic. The Manager indicated that this had not yet occurred and agreed to touch base with the President next week to move the matter forward.

6. Follow-up on Previous Reports and Recommendations

The Board agreed that this item is not to be included on future agendas.

7. Correspondence

A. Letter from the Municipality of Kincardine

The Board reviewed the letter which sets out a resolution that the amalgamation of specialized transit services be explored, and is a show of support for SMART. The President and the Manager are scheduled to make a presentation to Bruce County on Thursday, May 7, 2020, and it was agreed that the question of approaching Grey County will be considered following that presentation.

Motion #2020-044

Moved by Dave Cuyler; Seconded by Dean Leifso

That the correspondence from the Municipality of Kincardine be noted and filed.

Carried

B. Letter from Caroline Mulroney

Paragraph 2 refers to “terms and conditions” and a request was made for a copy of those terms and conditions. The Vice-President agreed to ask Christine Walker of the Town of Hanover to send them to the Board. The agreement in question is between the Town of Hanover and the Province.

Motion #2020-045

Moved by John Woodbury; Seconded by Dean Leifso

That the Manager draft a letter of thanks to Minister Mulroney with a copy to be sent to area M.P.P.s, Bill Walker and Lisa Thompson, as well as to the federal government, the Town of Hanover and SMART Board members.

Carried

8. Reports and Recommendations

The President noted that it is not necessary for the Manager’s reports to be read aloud at meetings, as Board members will have read them in advance. Meetings allow Board members to ask questions about the reports, and receive and/or approve them.

A. Report 2020-11 January 2020 Operational

The Manager noted that January 2020 was the busiest January in SMART’s history.

Motion #2020-046

Moved by Scott Mackey; Seconded by Dave Cuyler

That the Board approve Report 2020-11 January 2020 Operational as presented.

Carried

B. Report 2020-12 February 2020 Operational

The Manager confirmed that the reporting of revenue hours is new. He was asked to show non-revenue hours, which he stated he could probably do. The Board asked the Manager in future reports to word his recommendations as follows: “That Report *name and number of report* be approved as presented”.

Motion #2020-047

Moved by Beth Hamilton; Seconded by Warren Dickert

That the Board approve Report 2020-12 February 2020 Operational as presented.

Carried

C. Report 2020-21 March 2020 Operational

The Manager noted that this report reflects the changes due to COVID-19, with the decline in ridership beginning in mid-March.

Motion #2020-048

Moved by Dave Cuyler; Seconded by Dean Leifso

That the Board approve Report 2020-21 March 2020 Operational as presented.

Carried

D. 2020-22 1st Quarter Operational

The Board discussed the report with the following points being covered:

- There was an increase in borrowing costs caused by the delay in receipt of gas tax funding. The Board asked if anything has been received in writing as to when the funds will be received and the Manager agreed to check with Christine Walker at the Town of Hanover. A question was asked about the expectation as to when the funding will arrive, as opposed to when the funds actually arrive. It was suggested that perhaps SMART has come to expect the funds earlier than their actual arrival.
- The Vice-President spoke to Christine Walker who indicated that the application was sent on March 20, which is not long ago, so the funds likely won't be seen before May or June. Beginning in 2014, the money began arriving in March, but in the last two years, there have been delays in receiving the gas tax funding. Roger added that the province uses 2018 statistics for the 2020 gas tax, not statistics from 2019, and the information was available in the fall, so it is difficult to understand the delays.
- The Board agreed to send a letter to the provincial government about the increase in borrowing costs caused by the delay in receiving gas tax funding and asking for the funds to be released in a more timely manner to reduce the borrowing costs. The letter will also ask how to improve the process to avoid such delays in the future.
- It was also suggested that the President and the Manager reach out to M.P.P.s Bill Walker and Lisa Thompson to highlight the issue and ask for their recommendations as to how to pursue the issue and with whom it should be pursued. The President and the Manager will arrange a conference call with the M.P.P.s and follow up with a letter.
- With respect to the ordering of vans, it was suggested that the Board first look at the capital replacement plan in light of the impact of COVID-19, although it was noted that the funding is in place, and ridership will return to pre-COVID-19 days. The Manager indicated that there is no deadline by which vehicles have to be ordered, although SMART does need new vehicles, even with the COVID-19 restrictions on its business, and they will certainly be needed when restrictions are relaxed. If an order is not placed soon, 2020 models may not be available, requiring SMART to order 2021 models instead, which would cost more. SMART would not be acquiring vehicles "off the lot"; rather, it would purchase vans to be converted, a process which takes four months. There are designs to separate drivers from passengers, but there will still be a need for some clients to be in the front seats, in which case a shield can be installed.
- ICIP funding does not cover 100% of the cost of the vehicles and SMART has to provide 25%. The Town of Hanover initially finances the purchase of vehicles and then submits the paperwork to get the ICIP funding. In the past, the Town has financed vehicles for up to several months. Some municipalities are finding that tax revenue is down considerably, and there was general agreement that the situation is tightening and it may be prudent for SMART to not count on the Town for this financing.
- The Board directed the Manager to resubmit the report for the Board's approval at its next meeting, along with a plan for vehicle replacement, including recommendations as to model and style.

9. Other Business

A. Update re Canada Emergency Wage Subsidy Program

- The President indicated that he had discussed this program with Diane Glebe, Human Resources Officer for the Town of Saugeen Shores. As a non-profit corporation, SMART is eligible for the program, the purpose of which to maintain the employee/employer relationship and prevent Canadians from having to apply for Employment Insurance (EI). According to the Canada Revenue Agency, EI applicants are enrolled in either EI or the CERB program.
- The Canada Employment Wage Subsidy program (CEWS) pays 75% of employee wages retroactive to March 15, 2020 to a maximum of \$874/week and will run until June 6. An employer would apply for each pay period independently and the federal government would pay out within two weeks. The Manager would like to use this program to bring staff back to work on a salaried basis. Drivers would be on a four-day rotation, which would give them a break, particularly those who have been driving steadily.
- Questions were raised about the total costs, and whether SMART still be required to pay payroll costs such as Employer Health Tax, and how this program works versus the Canada Emergency Response Benefit (CERB) which pays about \$500 per week. The Manager explained that SMART's payroll is about \$21,000/week and so it would receive about \$15,000/week under the CEWS but this amount does not include payroll costs such as the EHT. There was discussion about bringing back employees so that they are working, because it is better for people to be working. The Manager noted that the rotation works better with more people in it.
- Discussion ensued about various approaches and whether to bring employees back or wait, given that there is little revenue coming in and there would be costs incurred in bringing employees back. The Manager explained that five drivers are needed per day to meet demand.

10. Closed Session

Motion #2020-049

Moved by Beth Hamilton; Seconded by Warren Dickert

That the Board of SMART move into Closed Session at 11:00 a.m. to discuss personnel matters relating to identifiable individuals.

Carried

Reconvene in Open Session

Motion #2020-050

Moved by Scott Mackey; Seconded by Doug Bell

That the Board of SMART reconvene in Open Session at 11:40 a.m.. The President confirmed that the Board had met in closed session and discussed personnel matters relating to identifiable individuals.

Carried

Motion #2020-051

Moved by Beth Hamilton; Seconded by Warren Dickert

That the Board of SMART direct the Manager to submit an application to the Canada Emergency Wage Subsidy program equal to 75% of the value of 10 driver positions at 35 hours/week and 2.5 administration positions, retroactive to March 15, 2020.

Carried

Motion #2020-052

Moved by Scott Mackey; Seconded by Dave Cuyler

That the Board of SMART direct the Manager to prepare a report in consultation with a human resources expert setting out options for coverage of weekend hours.

Carried

11. Director's Recommendations and Directives

These are covered in other areas of the minutes.

12. Adjournment

The President indicated that he would try to schedule a meeting in May so that the Board can consider the Manager's revised 2020-22 1st Quarter Operational Report.

Moved by Dave Cuyler; Seconded by Beth Hamilton

That the Board of Directors of SMART adjourn at 11:43 a.m.

Carried

Recording Secretary Meeting Attendance

The Recording Secretary attended the following meetings in the second quarter of 2020:

- April 7, 2020
- April 24, 2020
- The Secretary also performed 1.0 hour of work regarding the agenda for the Board's April 24 meeting, to be paid at \$15 per hour.

"Original signed by"

Mike Myatt, President

"Original signed by"

Catherine McKay, Recording Secretary

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GENERAL BOARD MEETING MINUTES

Friday, May 15, 2020, 2:45 p.m.

Board Members Present: Councillor Doug Bell, Municipality of Arran-Elderslie
Councillor Dean Leifso, Councillor, Municipality of Brockton
Mayor Scott Mackey, Township of Chatsworth
Councillor Warren Dickert, Town of Hanover
Councillor Ed McGugan, Township of Huron-Kinloss
Councillor Dave Cuyler, Municipality of Kincardine
Vice-Deputy Mayor Mike Myatt, Town of Saugeen Shores
Mayor John Woodbury, Township of Southgate
Councillor Beth Hamilton, Municipality of West Grey

Board Members Absent: None

Others Present: Roger Cook, Manager
Catherine McKay, Recording Secretary

The meeting was conducted by teleconference in light of the COVID-19 pandemic.

1. Call to Order

President Mike Myatt called the meeting to order at 2:46 pm.

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

None declared.

3. Approval of the Agenda

Motion #2020-053

Moved by Warren Dickert; Seconded by Scott Mackey
That the agenda for May 15, 2020 be accepted as circulated.
Carried

4. Minutes of the April 24, 2020 General Board Meeting

Motion #2020-054

Moved by John Woodbury; Seconded by Dave Cuyler
That the minutes of the April 7, 2020 General Board Meeting be amended to replace “sHe” in the third sentence of the second bullet point in item D with “Roger” that the Board approve and adopt the minutes as so amended.
Carried

5. Business Arising from the Minutes

- The President and the Manager were to reach out to the office of Bill Walker, M.P.P., regarding an announcement of funding for Ontario’s most vulnerable people in the pandemic. The President has asked the Manager for information and is drafting a letter to Mr. Walker which he expects to send this weekend.

- Warren Dickert informed the Board that the Town of Hanover is still in a position to finance the purchase of vehicles pending receipt of the ICIP funding

6. Correspondence

None.

7. Reports and Recommendations

A. Report 2020-22 1st Quarter Operational

The Manager reviewed highlights from the report, noting that changes suggested at the last meeting had been made. Board discussion noted that the report states that gas tax funding has been “customarily” received in March or April although that timing goes back to 2014. It is in the last couple of years that receipt of the funding has been delayed beyond March or April. It was decided to change “customarily” to “historically”.

Motion #2020-055

Moved by Doug Bell; Seconded by Dean Leifso

That Report 2020-22 1st Quarter Operational be approve as amended and sent to Member Councils.

Carried

B. Report 2020-24 New Vehicles

The Manager presented the report, noting that vans are difficult to find and that Dodge has ended production of the Caravan. He believes that SMART needs to move ahead with new vehicles, with the decision on partitions being up to the Board. Points covered in the discussion included:

- The Manager noted that the five vehicles proposed for purchase will replace five vans (four 2010 models and one 2011 model). Two of these have mileage in the range of 450,000 km, and three are in the range of 350,000 – 400,000 km. These vehicles have been very dependable but are at the end of their lives, and given that SMART transports vulnerable people, its vehicles need to be in good condition. The quality of the proposed vehicles is comparable to what has been purchased in the past.
- The new vehicles are Savaria conversions which are the least expensive and done in Canada. SMART has not so far purchased Savaria conversions and has had some issues in the past with Braun conversions.
- Ed McGugan noted that he has had some experience in this area, having a crane on his truck, and he noted that Silver Cross is very good and stands behind its product. SMART has not so far had experience with Silver Cross, but there is no reason to think that they will be less reliable than others.
- The Manager explained that the partition is a solid clear panel bolted all the way around the driver’s area. Partitions offer protection for drivers although the downside is that they cut off the human connection between the driver passengers. On long distance trips, passengers enjoy talking with the driver, but with COVID-19, both the passenger and any attendants would be in the back. Partitions for existing vehicles are coming from Move Mobility. It was suggested that five panels be purchased at first to see how they work out.
- The Manager explained that removing the passenger seat in the front of the new vehicles can be done, as the vans come with seats that can be taken out.
- The complete price of the vehicles, with conversion, comes to \$50,462 plus tax for the 2020 and \$49,712 plus tax for the 2019.
- There was a general consensus that the Manager should order one extra partition and after experience in using it for a couple of months, he should use his discretion to order additional partitions.

Motion #2020-056

Moved by Warren Dickert; Seconded by Dave Cuyler

That SMART contract Silver Cross Automotive to supply four 2020 and one 2019 Dodge Caravans with mobility and barrier conversions as quoted.

Carried

C. Report 2020-15 Weekend Dispatch Procedure

The President explained that changes made to the weekend dispatch procedure following discussions with the Manager came into effect last weekend. The Manager noted that the new procedure worked fine, there were no emergencies and the drivers called clients according to the procedure. There was only one cancellation on the office voice mail.

The Manager explained that if he is away and unable to respond to drivers who call, he would ask a staff member to fill in for him. He clarified that he does not take calls about rides, only about emergencies and driver illness.

Motion #2020-057

Moved by Scott Mackey; Seconded by Dave Cuyler

That the Board of SMART approve the new weekend dispatch procedure.

Carried

D. 2020-26 Resuming out of Area Medical Rides

The Manager presented the report and the following points were made in the discussion:

- It would be possible to schedule one or two drivers rather than five, but scheduling five gives everyone a rotation. With everyone having a rotation and five drivers each working one day, this will maintain interest in the job, while having no effect on CERB benefits.
- Questions were asked about whether Home and Community Support Services is charged on a full cost recovery basis and whether SMART is subsidizing clients from out of its area. The Manager explained that SMART only takes clients who meet its eligibility criteria and Home and Community Support clients are charged SMART's usual user fee and if they are from South Bruce, for example, which is not part of SMART, they are charged four times the usual fee. Home and Community Support serves all of Grey-Bruce but does not have the capacity to do all the calls they get requests for, so they direct some of this work to SMART. In such cases, SMART bills Home and Community Support, which in turn bills its client. Home and Community Support's fee is lower than SMART's fee and SMART receives the amount that it would normally get from one of its clients when it transports a Home and Community Support client and there is no subsidization.
- Home and Community Support takes clients who are not eligible for SMART and the Manager said that he would like SMART to cover all of Grey-Bruce so that it would relieve Home and Community Support of some of this workload.

Motion #2020-058

Moved by Dave Cuyler; Seconded by Ed McGugan

That the Board direct the Manager to schedule an additional driver each weekday and rotating Saturdays to accommodate medical rides that are out of area.

Carried

E. 2020-27 Health and Safety Policy COVID-19, COVID-19 Driver/Vehicle Protocol & COVID-19 Office Protocol

The President noted that the policy was well done and the Manager thanked the Town of Hanover for providing its policy and allowing it to be adapted to SMART. The following points were made in the discussion:

- As things start to open up, SMART needs to think about what precautions need to be taken such as installing partitions in the office as staff starts to return to work.
- The President informed the Board that Diane Glebe will do a post-COVID-19 report for consideration.
- The vehicle protocol regarding multiple residents from long term care homes is that they wear masks and come from the same floor in the facility, and if this is not the case, another driver and vehicle would have to be brought in. SMART vehicles do not allow for two metres of social distancing.
- Scott Mackey noted that he is on the Long-Term Care Committee for Grey County and residents are maintaining social distancing by being fed in their rooms, amongst other measures, so social distancing is possible in LTC.
- The Manager was asked if SMART is transporting people from facilities with outbreaks of COVID-19. Several Board members expressed concern about this and emphasized the importance of handling issues appropriately in the pandemic. The Board directed the Manager to email or call the Grey Bruce Health Unit for direction on this issue and to then send the response to the Board for a decision. Currently, there are outbreaks at Golden Dawn and Parkview, although the outbreaks are over in other locations.
- The Manager will subscribe to the Grey Bruce Health Unit's COVID-19 update which is issued daily at 3:30 p.m.
- The motion put forward was that the Board approve the policy and direct the Manager to implement it. Following the discussion, the motion was amended to read as follows:

Motion #2020-059

Moved by Doug Bell; Seconded by Beth Hamilton

That the Driver/Vehicle Protocol be amended to delete "unless the multiple clients are coming from the same LTC facility"; that the Office Protocol be amended to stipulate that staff will review daily information from the Grey Bruce Health Unit with respect to outbreaks in LTC facilities and advise clients in facilities with outbreaks that service will not be provided to them, and that the Board approve the Health and Safety Policy COVID-19, the COVID-19 - Driver/Vehicle Protocol as amended and the COVID-19 Protocol – Office as amended, and direct the Manager to implement them.

Carried

F. Report 2020-28 April 2020 Operational

The Manager presented the report, noting that like every other transit system, SMART's business is down 80 – 90% as expected.

Motion #2020-060

Moved by Scott Mackey; Seconded by Warren Dickert

That the Board approve Report 2020-28 April 2020 Operational as presented.

Carried

8. Other Business

A. HR Consultant

The President informed the Board that he has contacted the CAO of the Town of Saugeen Shores who agreed that Diane Glebe be allowed to do the work set out in the proposal. The President added that Ms. Glebe has a good understanding of the need and noted that the first 10 hours of work is for an assessment which would review issues such as hours of work, performance appraisal, job descriptions, and so on, so as to determine what might be lacking and what needs to be done. The proposal outlines a per diem of \$800.00 for an 8 hour day, or \$100/hour. Once the motion is approved, the President will enter into an agreement with Ms. Glebe.

Motion #2020-061

Moved by Scott Mackey; Seconded by Doug Bell

That the Board retain Diane Glebe of Glebe Consulting for 10 hours to conduct an initial assessment of SMART's human resources programs and practices.

Carried

B. Bruce County Presentation

The presentation took place on May 7, 2020 and the President noted that the Manager had done a great job. County Council unanimously supported the forming of a Transportation Task Force which could be up and running sometime in June. The Manager will keep the Board informed of any developments on the matter.

C. Weekend Dispatching

This item was covered in 7 C. above.

9. Closed Session Regarding Labour Relations and Identifiable Individuals

There were no items requiring a closed session.

10. Adjournment

Moved by John Woodbury; Seconded by Dave Cuyler

That the Board of Directors of SMART adjourn at 4:02 p.m.

Carried

Recording Secretary Meeting Attendance

The Recording Secretary attended the following meetings in the second quarter of 2020:

- April 7, 2020
- April 24, 2020
- May 15, 2020
- The Secretary also performed 1.0 hour of work regarding the agenda for the Board's April 24 meeting, to be paid at \$15 per hour.

"Original signed by"

Mike Myatt, President

"Original signed by"

Catherine McKay, Recording Secretary

Elisha Hewgill

Subject: Advocate for changes to preserve our barns -A message about Severances from the Ontario Barn Preservation
Attachments: 200528 Advocacy letter to Municipalities - FINAL.pdf

-----Original Message-----

From: info@ontariobarnpreservation.com <info@ontariobarnpreservation.com>

Sent: July 21, 2020 3:15 PM

To: info@ontariobarnpreservation.com

Cc: krista@veldarchitect.com

Subject: Advocate for changes to preserve our barns -A message about Severances from the Ontario Barn Preservation

To Whom it May concern,
(Please forward to the planning department and council for consideration)

I am reaching out to you on behalf of Ontario Barn preservation. Our not-for-profit organization was formed in 2019 with the goal of conserving barns of cultural heritage significance in Ontario. In order to fulfill this goal, we have been conducting research and analysis on a variety of topics, including Planning Policy frameworks which either help or hinder the conservation of barns.

It has come to our attention that many municipalities are demolishing heritage barns during the process of severance of surplus farm dwellings. The purpose of this letter is to provide you with a brief summary of our findings regarding how existing Planning Policies at the Municipal and Provincial levels impact these cultural heritage resources. We hope that this will help to provide insight on how these policies may be managed in the future so that the conservation of significant cultural heritage resources can work in cooperation with planning for new development.

Barns have potential to be identified as significant cultural heritage resources and may be worthy of long-term conservation. We would ask you to review the letter attached and consider adjusting some of your policies to support these cultural heritage resources in your community that are already disappearing for many reasons.

Please don't hesitate to contact us if you have any questions, and we hope to hear from you in the future.

Regards,

Krista Hulshof, Vice President of Ontario Barn Preservation,
architect,
Questions can be directed to Krista at 519-301-8408 or
krista@veldarchitect.com



PRESERVING ONTARIO'S HISTORY, ONE BARN AT A TIME

info@ontariobarnpreservation.com

May 28, 2020

Addressed to: Planning Department

To whom it may concern

Our not-for-profit organization was formed in 2019 with the goal of conserving barns of cultural heritage significance in Ontario. In order to fulfill this goal, we have been conducting research and analysis on a variety of topics, including Planning Policy frameworks which either help or hinder the conservation of barns.

It has come to our attention that many municipalities are demolishing heritage barns during the process of severance of surplus farm dwellings. The purpose of this letter is to provide you with a brief summary of our findings regarding how existing Planning Policies at the Municipal and Provincial levels impact these cultural heritage resources. We hope that this will help to provide insight on how these policies may be managed in the future so that the conservation of significant cultural heritage resources can work in cooperation with planning for new development.

Barns have potential to be identified as significant cultural heritage resources and may be worthy of long-term conservation. According to PPS, significant cultural heritage resources shall be conserved:

2.6.1 Significant built heritage resources and significant cultural heritage landscapes shall be conserved.

Under *Ontario Regulation 9/06*, cultural heritage resources demonstrate significance related to legislated criteria including design/physical value, historical/associative value and contextual value

Although they may not have the same functionality they once did, we believe our heritage barns are an important part of Ontario's cultural history and rural landscape.

- They serve as landmarks in the countryside
- They have the potential to be reused and repurposed, sometimes into agriculture-related uses as municipalities search for value-added opportunities for farmers
- They have historic value for research of vernacular architecture and cultural history of areas and communities in Ontario
- They are a testament to the early farmers and pioneers in our province
- They convey an important sentiment and image to our urban counterparts about the hardworking farm community
- They contribute to agritourism in both a functional and an aesthetic way. Some European countries fund maintenance of rural landscape features such as buildings, hedge rows and fences for the very purpose of world-wide tourism and cultural heritage protection
- They are useful for small livestock or other small farm operations

We have recognized a growing trend in Ontario, where barns are seen as good candidates for conservation and adaptive re-use. Barns can be made new again and communicate their history while serving a new purposes. Barns can be made into single detached residences, Craft breweries, agro-tourism related destinations, and more.

In an effort to recognize the significance, historic and cultural value of these buildings, Ontario Barn Preservation was formed March 30, 2019. This not-for-profit organization is reaching out to barn owners, local and county historical societies, authorities, and the general public, to recognize the value of these amazing buildings. Often these barns are close to their original condition when they were built between the early 1800s and the early 1900s.

We understand the planning and building code regulations that municipalities enforce. There are often conflicting priorities, resources required for enforcement, and provincial goals and protection to uphold. The following provides a review of key policies of Provincial Policy Statement (PPS 2014), OMAFRA and Ontario Building Code regulations which creates difficulties in the conservation of barns. We hope these solutions from other municipalities have implemented might be considered in your municipality.

POLICY ITEM 1: “New land uses, including the creation of lots, and new or expanding livestock facilities shall comply with the minimum distance separation formulae.” –Provincial Policy Statement (PPS) 2.3.3.3

POLICY ANALYSIS

Barns that remain with a dwelling on a smaller severed residential lot are already in compliance with MDS setbacks since there would be no new odour conflict. If this landowner wants to house animals a Nutrient Management Plan/Strategy is required for anything over 5 Nutrient Units (NU, this is equivalent to 15+ beef feeders, OR 5+ medium-framed horses, 40+ meat goats, or 5+ beef cows), and are required to have a plan for manure removal either on their own property or in agreement with another land owner as per the OMAFRA Nutrient Management Plan/Strategy Guidelines. Any livestock count under 5NU does not require a Nutrient Management Plan. Although the capacity of these heritage barns is generally above 5 NU, in practice it is unlikely an owner would exceed this number because heritage barns are not usually that large and owners of this type of property are likely to only have a hobby-size operation.

On the other hand, barns that do not remain with a dwelling on a smaller severed residential lot, but remain on the larger retained agriculture lot often immediately become a violation of the MDS setbacks should that barn house livestock, or potentially house livestock. However unlikely this may be due to the nature and condition of the barn for livestock housing, it is a possibility. Many barns could house up to 30 Nutrient Units, or more, depending on the size of the barn. This capacity would require a separation distance from the house on the new severed lot much larger than existing to allow the barn to remain standing. Thus barns on the larger retained agriculture lot have limited options to avoid demolition.

POSSIBLE RESOLUTION:

The MDS guidelines state that a building must be “reasonable capable of housing animals” in order for MDS to be triggered. Therefore, a barn that is in a decrepit state is automatically exempted from MDS as it cannot house livestock. Thus the barn can be severed off from the dwelling without MDS implications.

However, some barns are not in a decrepit state and are the ones that are worth saving. If the barn is to remain on the retained agriculture lot, it needs to be prevented from being used as a livestock facility to be exempt from MDS. This can be done by removing water, stalls, electricity to the barn and make it “incapable of housing animals”.

Some municipalities have had the livestock restriction written into the special conditions of the zoning amendment exception. Two examples are

1. that the barn not be permitted to hold livestock. For example *“A livestock use shall be prohibited in any farm buildings existing on the date of passage of this by-law.”*
2. The amendment can also be used to only restrict the quantity of livestock in the barn as such as 1.2NU (animal nutrient units) per hectare *“Notwithstanding their General Rural (RU1) or Restricted Rural (RU2) zoning, those lots 4.0 hectares (9.9 ac.) in size or less shall be limited to no more than 1.25 nutrient units per hectare (0.5 nutrient units per acre). Minimum Distance Separation Guidelines shall apply.”*

The Ontario Building Code does not differentiate between agricultural buildings for livestock vs. implements storage, therefore a change of use of this type is not clearly defined as a possibility through the building code. A change of use permit could also be undertaken to change the occupancy of the building from agriculture to part 9. However, this solution is costly and prohibitive for most Owners.

We feel that the best case of survival for the barn is to include it with the severed residential lot. If the barn is to be severed with the residential lot we feel that the barn best use is for animals within compliance with the MDS requirements. Some municipalities use a minimum lot size required for livestock (but you have to be willing to sever that lot size where appropriate). We recommend that these smaller lots be permitted to house animals. These lots are ideal for starting farmers, CSA's, and value-added farm operations. The owners of these smaller lots are often in a position to invest in restoration of our heritage barns.

POLICY ITEM 2: A residence surplus to a farming operation as a result of farm consolidation, provided that:

“1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services;” - PPS 2.3.4.1c

POLICY ANALYSIS

Provincial policy has limited the lot creation size to only accommodate the water and sewage to maintain large lots and maximum land remaining for agriculture uses.

POSSIBLE RESOLUTION

Many municipalities use a minimum and maximum lot size rather than the above strict guideline to determine the lot line and review each severance on a case by case basis.

The Ministry of Environment provides “reasonable use guidelines” on lot size for sewage systems. These guidelines recommend that a lot should have a “Reasonable Use Assessment” be done to ensure that the lot is adequately sized for septic systems. A rule of thumb that has been used is clay soil lots should be a minimum of 2 acres, and a lot with sandy soil be 1 acre.

However, we would recommend that this statement be reviewed at a provincial level and we would encourage you to contact the provincial policy department to review this statement.

POLICY ITEM 3: Designation of severed lot to be zoned “non-farm” and permitted uses as “non-farm” dwelling

POLICY ANALYSIS

Provincial policy does not dictate the residential lot be “non-farm”. In fact, the PPS states that

"Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations."

We would argue that the “non-farm” designation does create an incompatible use, encouraging non-farming residents, but it also limits the possible use of the small land for small scale farm operations within Prime Agriculture Zones.

POSSIBLE RESOLUTION:

Provide a zoning category for small lots that are sized to permit limited livestock, alternative and value-added agriculture operations. These can also be separate provisions within your existing rural or agricultural designations. For example Provisions for lots larger than 10 acres, and lots less than 10 acres.

POLICY ITEM 4: Change of Use for the building to not permit livestock.

POLICY ANALYSIS

A change of use to non-livestock building is a challenging proposition. The building code does not differentiate between livestock agriculture building and implement agriculture building. This change of use permit is quite simple and would not require any investment or structural upgrade by the owner.

If a change of use to a non-agriculture building is required, it would fall into part 9 of the building code (unless other uses are proposed). This upgrade would often require significant structural reinforcement and investment by the owner. Most owners would not be willing or in a position to invest this type of capital on a building that does not have function in a farm operation, nor for a residential property owner, also without a major purpose for the building other than storage, garage, or workshop.

This Change of Use requirement will most likely end with the demolition of the barn when required.

POSSIBLE RESOLUTION:

Change of use is only required to limit the use of the barn for livestock. This can be achieved by removing water and stalls from the building. The barn remains an existing agriculture building but unable to “reasonably house animals” (see issue 1 above for further details or options).

CONCLUSION

We hope that you will consider our review of Provincial and Municipal Planning Policy as it relates to any future Reviews of Official Plans, Comprehensive Zoning By-laws, and approaches to the conservation of built heritage resources related to agricultural use.

Too often we see these community raised historic structures in poor condition with loose boards flapping in the wind, roofs caved in, or just a mass of timbers and roofing decaying into the ground. On behalf of Ontario Barn Preservation, we encourage you to help find ways to prevent the further unnecessary demolition of our heritage barns especially in relation to surplus farm dwelling severances. It is our hope that barns of significant cultural heritage value are conserved for future generations.

Please don't hesitate to contact us if you have any questions, and we hope to hear from you in the future.

Regards,

Krista Hulshof, Vice President, architect,

Questions can be directed to Krista at 519-301-8408 or krista@veldarchitect.com



1078 Bruce Road 12, P.O. Box 150, Formosa ON Canada N0G 1W0
Tel 519-367-3040, Fax 519-367-3041, publicinfo@svca.on.ca, www.svca.on.ca

July 14, 2020

TO: CAO/Clerk-Administrators, Watershed Municipalities

We are pleased to provide you with a copy of the 2019 Annual Report for Saugeen Valley Conservation Authority.

It is a pleasure for me to forward this report to you to enable you to keep up to date with the activities of Saugeen Valley Conservation Authority. An electronic version of this document can be accessed by going to our website at www.svca.on.ca. If you require hard copies for each member of Council please contact our office.

Should you have any questions or comments regarding this report, please do not hesitate to contact Shannon Wood, Manager of Communications, s.wood@svca.on.ca or 519-367-3040 Ext 229.

Yours sincerely,

Jennifer Stephens
General Manager/Secretary-Treasurer

JS/jh

Encl.



Watershed Member Municipalities

Municipality of Arran-Elderslie, Municipality of Brockton, Township of Chatsworth, Municipality of Grey Highlands,
Town of Hanover, Township of Howick, Municipality of Morris-Turnberry, Municipality of South Bruce, Township of Huron-Kinloss, Municipality of Kincardine, Town of Minto, Township of Wellington North, Town of Saugeen Shores, Township of Southgate, Municipality of West Grey



**Durham Hospital
Foundation**
Community • Giving • Care

RECEIVED JUL 22 2020



Mayor John Woodbury
R. R. # 1
185667 Grey Rd #9
Dundalk, ON N0C 1B0

Summer 2020

Dear Mayor Woodbury and Council,

Thank you so much for your continuing support for the Durham Hospital. Because of people just like you, the Foundation is able to provide state-of-the-art medical equipment and important facility improvements for the Durham Hospital. Your support makes all the difference in being able to provide quality, timely care that saves lives.

We can't do it without you!

It has certainly been an interesting time; the Covid-19 virus has changed our lives in so many ways. Where we were once happy to visit friends and family, eat in restaurants and shop with no worries, now we have to distance ourselves from our loved ones, learn to enjoy cooking again, shop under new safety rules and go without some services we once took for granted.

Dealing with the Covid-19 virus has placed a strain on the health care system as well. Hospitals have had to purchase and stockpile significantly more amounts of personal protective equipment such as masks, face shields, gloves and gowns, ventilators, more beds and supplies to care for the number of Covid patients. More staff are needed to screen and care for patients- with and without the virus and its symptoms- and to maintain the hospital to higher and higher levels of cleanliness and hygiene. I am so grateful to all healthcare workers, here and wherever they care for our ill and aged.

Thanks to a very generous gift to South Bruce Grey Health Centre from the Mike and Ophelia Lazaridis Foundation, most of the hospital's Covid-related needs have been covered.

But, we still need your help and support!

The reality is, even as Covid strains the resources of the hospital, the equipment and day to day needs of the hospital go on. Several pieces of equipment are getting older and need to be replaced with newer technology. One of these is the Durham Hospital's ultrasound scanner.

It is very important to have this diagnostic tool available to the community, as early diagnosis is critical to good health. Ultrasound imaging has been used for over 20 years, has an excellent safety record and does not have the same risks as X-rays. Ultrasound imaging is a medical tool that can help a physician evaluate, diagnose and treat medical conditions. Sadly, the Durham Hospital's existing ultrasound machine is aging and difficult to repair.

**Please help the Durham Hospital raise \$220,000
to purchase a new, modern ultrasound machine!**

Here are a few things the ultrasound machine is used for:

- to visualize abdominal tissues and organs
- to assess bone fragility
- to scan breast tissue
- to listen to a fetal heart beat
- to visualize blood flow through a blood vessel, organs, or other structures
- echocardiogram- to 'see' the heart
- fetal ultrasound on an unborn baby
- ultrasound-guided biopsies- to collect a sample of tissue
- ophthalmic ultrasound- to visualize structures in the eye
- ultrasound-guided needle placement- used in several treatments and procedures

In the last year, 2,372 ultrasound tests were performed at the Durham Hospital. That is almost 10 each day the machine was in use! It is also used for patients who come to the Emergency Department, to help doctors make a speedy diagnosis. This important tool is one of the most used pieces of equipment in the Hospital and it is important that it be new and up-to-date.

Can I count on your support?

Please use the enclosed donation form and reply envelope to make your gift today. Be a part of the health care team and help provide a new ultrasound machine!

With gratitude and appreciation,



Rajinder Rajput, President, Durham Hospital Foundation

**Ministry of
Municipal Affairs
and Housing**

Municipal Services Office
Western Ontario
659 Exeter Road, 2nd Floor
London ON N6E 1L3
Tel: 519 873-4020
Toll Free: 1 800-265-4736
Fax: 519 873-4018

**Ministère des
Affaires municipales
et du Logement**

Bureau des services aux municipalités
de l'Ouest de l'Ontario
659 Exeter Road, 2^e étage
London ON N6E 1L3
Tél: 519 873-4020
Sans frais: 1 800-265-4736
Télé: 519 873-4018



July 22, 2020

Dear Municipal CAO / Clerk:

I am writing to inform you of recent changes to the *Municipal Act, 2001* to provide municipalities with new permissive authority.

The Government has made changes to expand the authority for municipalities to amend their procedure by-law to provide that electronic participation in open and closed municipal meetings may count towards quorum beyond times when an emergency declaration is in place. Extending the ability for municipalities to hold electronic meetings responds to feedback we have heard from municipalities that the ability to participate electronically in municipal meetings during the past months has been beneficial to continue the important work that municipalities do and has led to increased engagement with members of the public.

In addition, the Government has also passed changes to the legislation to give municipalities the authority to amend their procedure by-law to allow members of council who are unable to attend a meeting to appoint a proxyholder to act on their behalf, subject to certain limitations.

For more information on these amendments, please see the attached information sheets.

Both of these initiatives are optional, and it is up to your municipality to decide whether to provide for electronic participation in meetings and/or proxy appointments and what arrangements are suitable for your municipality.

If you have questions regarding these new provisions, please let me know.

Kind Regards

A handwritten signature in black ink, appearing to read "Ian Kerr", written over a light blue horizontal line.

Ian Kerr
Regional Director
Municipal Services Office – Western Region



Electronic Participation in Municipal Meetings

July 2020

This document is intended to give a summary of complex matters. It does not include all details and does not take into account local facts and circumstances. This document refers to or reflects laws and practices that are subject to change. Municipalities are responsible for making local decisions that are in compliance with the law such as applicable statutes and regulations. This document applies only to those municipalities whose meeting rules are governed by the Municipal Act, 2001.

This document replaces previous guidance released in March 2020 regarding electronic participation in municipal meetings during emergencies.

This document, as well as any links or information from other sources referred to in it, should not be relied upon, including as a substitute for specialized legal or other professional advice in connection with any particular matter. The user is solely responsible for any use or application of this document.

Overview

The province has made changes to the *Municipal Act* to allow members of councils, committees and certain local boards who participate in open and closed meetings electronically to be counted for purposes of quorum (the minimum number of members needed to conduct business at a meeting).

These provisions are optional. Municipalities continue to have the flexibility to determine if they wish to use these provisions and incorporate them in their individual procedure bylaws.

Municipalities may wish to review their procedure bylaws to determine whether to allow members to participate in meetings electronically, and whether to take advantage of the new provisions based on their local needs and circumstances.

What a municipality can do

A municipality can choose to hold a special meeting to amend their procedure bylaw to allow electronic participation. During this special meeting, members participating electronically can be counted for the purposes of quorum.

Municipal councils, committees and boards can choose to amend their procedure bylaws to:

- allow the use of electronic participation at meetings
- state whether members can participate in both open meeting and closed meetings
- state whether members participating electronically count towards quorum

It is up to municipalities to determine:

- whether to use these provisions
- the method of electronic participation
- the extent to which members can participate electronically (for example, it is up to municipalities to decide whether all council members participate electronically or whether some still participate when physically present in council chambers)

Technology to use for electronic meetings

Municipalities, their boards and committees can choose the technology best suited to their local circumstances so:

- their members can participate electronically in decision-making
- meetings can be open and accessible to the public

Municipalities may want to engage with peers who have electronic participation in place to find out about best practices as they revise their procedure bylaws. Some municipalities may choose to use teleconferences while others may use video conferencing.

Open meeting requirements

If a municipality chooses to amend their procedure bylaw to allow people to participate electronically, meetings would still be required to follow existing meeting rules, including that the municipality:

- provides notice of meetings to the public
- maintains meeting minutes
- continues to hold meetings open to the public ([subject to certain exceptions](#))

The *Municipal Act* [specifies requirements for open meetings](#) to ensure that municipal business is conducted transparently, and with access for and in view of the public. There are limited circumstances under the *Municipal Act* when municipal meetings can be conducted in closed session.

Rules for local boards

Local boards subject to the meeting rules in the *Municipal Act* include:

- municipal service boards
- transportation commissions
- boards of health
- planning boards
- many other local boards and bodies

Some local boards may not be covered. For example, police services, library and school boards have different rules about their meetings, which are found in other legislation.

Municipalities are best positioned to determine whether a local entity is considered a local board. If in doubt whether a local entity is covered under these rules, municipalities can seek independent legal advice regarding the status of local entities and whether these new provisions would apply to them.

Contact

If you have questions regarding how these new provisions might impact your municipality, contact your [local Municipal Services Office](#).

- **Central Municipal Services Office**
Telephone: 416-585-6226 or 1-800-668-0230
- **Eastern Municipal Services Office**
Telephone: 613-545-2100 or 1-800-267-9438
- **Northern Municipal Services Office (Sudbury)**
Telephone: 705-564-0120 or 1-800-461-1193
- **Northern Municipal Services Office (Thunder Bay)**
Telephone: 807-475-1651 or 1-800-465-5027
- **Western Municipal Services Office**
Telephone: 519-873-4020 or 1-800-265-4736

Additional Resources

- Municipal Act, 2001: <https://www.ontario.ca/laws/statute/01m25>
- The Ontario Municipal Councillor's Guide: <https://www.ontario.ca/document/ontario-municipal-councillors-guide-2018>



Proxy Voting for Municipal Council Members

July 2020

This document is intended to give a summary of complex matters. It does not include all details and does not take into account local facts and circumstances. This document refers to or reflects laws and practices that are subject to change. Municipalities are responsible for making local decisions that are in compliance with the law such as applicable statutes and regulations. This document applies only to those municipalities whose meeting rules are governed by the Municipal Act, 2001.

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Overview

The province is providing municipalities with the flexibility to choose to allow proxy votes for municipal council members who are absent. This power helps ensure continuing representation of constituents' interests on municipal councils when a member is unable to attend in person due to, for example, illness, a leave of absence, or the need to practice physical distancing.

Municipalities that wish to allow proxy voting must amend their procedure bylaws to allow a member of council to appoint another member of the same council to act in their place when they are absent.

Optional and Flexible

Allowing proxy voting is optional and it is up to each municipality to determine whether to allow proxies for council and under what circumstances. If a municipal council chooses to allow proxy voting, it is up to each member to decide whether they wish to appoint a member of that council as a proxy or not if they are to be absent.

Municipalities have the flexibility to determine the scope and extent of proxy appointments including, for example, any local rules or limitations, the process for appointing or revoking a proxy, and how proxyholders may participate in meetings. Municipalities may wish to consider:

- how proxies may be established and revoked;
- circumstances where proxies may or may not be used; and
- how a proxyholder may participate in a meeting including voting, speaking, or asking questions on behalf of the appointing member.

If a municipality chooses to allow proxy voting, it would be the role of the municipal clerk to establish a process for appointing and revoking proxies. Municipalities may also wish to consider addressing proxy voting in their code of conduct or other local policies to help ensure that votes are appropriately cast and that the local process is followed.

Once a proxy has been appointed, the appointing member could revoke the proxy using the process established by the municipal clerk.

Limitations

Limits to the proxy appointment process are set out in legislation. These include:

- A proxyholder cannot be appointed unless they are a member of the same council as the appointing member:
 - For upper-tiers, this means that a proxyholder has to be a member of the same upper-tier council as the appointee, regardless of lower-tier membership;

- A member cannot act as a proxyholder for more than one other member of council at a time;
- An appointed proxy is not counted when determining if a quorum is present;
- A member appointing a proxy shall notify the municipal clerk of the appointment in accordance with a local process established by the clerk; and
- When a recorded vote is taken, the clerk shall record the name and vote of every proxyholder and the name of the member of council for whom the proxyholder is acting.

Council member absence rules still apply. This means that a member's seat would become vacant if they are absent from the meetings of council for three successive months without being authorized to do so by a resolution of council.

Accountability and Transparency

Members appointing proxies or acting as proxyholders are required to follow existing accountability and transparency requirements. For example, a member may not appoint a proxy or serve as a proxyholder on a matter in which they have a pecuniary interest under the *Municipal Conflict of Interest Act*. Municipalities may also want to consider transparency measures such as:

- communicating to the public who has appointed a proxy and who is serving as a proxy;
- publishing meeting agendas in advance so that proxies can be appointed, if needed, and potential conflicts of interest can be identified; and
- allowing members to participate electronically when not able to attend meetings in person rather than appointing a proxy.

For more information about existing accountability and transparency requirements, including the Municipal Conflict of Interest Act, codes of conduct and the role of the local integrity commissioner, please see the [Municipal Councillor's Guide](#).

Contact

If you have questions regarding how these new provisions may impact your municipality, contact your local Municipal Services Office with the Ministry of Municipal Affairs and Housing.

- **Central Municipal Services Office**
Telephone: 416-585-6226 or 1-800-668-0230
- **Eastern Municipal Services Office**
Telephone: 613-545-2100 or 1-800-267-9438
- **Northern Municipal Services Office (Sudbury)**
Telephone: 705-564-0120 or 1-800-461-1193
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Additional Resources

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Ministry of the Attorney General

Court Services Division
Program Management Branch

McMurtry-Scott Building
720 Bay Street, 2nd Floor
Toronto ON M7A 2S9

Telephone: 416 327-1348
Fax: 416 326-3070

Ministère du Procureur général

Division des services aux tribunaux
Direction de la gestion des programmes

Édifice McMurtry-Scott
720, rue Bay, 2^e étage
Toronto ON M7A 2S9

Téléphone : 416 327-1348
Télécopieur : 416 326-3070

Our Reference #: A-2020-180

July 23, 2020

Municipal Chief Administrative Officers:

The Ministry of the Attorney General is pleased to advise that on July 21, 2020, Bill 197, the *COVID-19 Economic Recovery Act, 2020*, received Royal Assent. As a result, the amendments to the *Provincial Offences Act* (POA) that come into force on Royal Assent are now in effect. These include:

- Allowing defendants to request a trial, in early resolution courts and in first attendance municipalities that administer parking, by mail or other electronic method permitted by the court house;
- Allowing defendants and prosecutors to conduct early resolution discussions remotely in all cases;
- Allowing any participant, including a clerk of the court, witness, judge, or justice of the peace, to attend any proceeding remotely by audio or video, unless the presiding judicial official orders otherwise;
- Allowing the judiciary to order in-person attendance where the interests of justice or a fair trial require it;
- Permitting provincial offences officers to seek search warrants remotely in all cases; and
- Allowing defendants to provide credible and trustworthy information upon applying for a re-opening without the need to attend court to have an affidavit commissioned.

Further technical consequential, complementary and housekeeping amendments will come into force on July 21, 2021.

These amendments will enable municipalities, in consultation with the judiciary, to make greater use of technology to deliver justice services remotely.

Thank you, again, for your invaluable support in helping the Ministry modernize the justice sector. The amendments to the POA enable transformational benefits for all Ontarians in every region of our province, making it easier, faster and more affordable to access justice no matter where people live.

Should you have any questions, please contact Wendy Chen, Acting Manager of the Ministry's POA Unit, by email at JUS.G.MAG.POASupport@ontario.ca.

Thank you,

A handwritten signature in cursive script, appearing to read "Jlee".

Jaimie Lee
A/Director, Program Management Branch
Court Services Division



Media Release

July 24, 2020

Wearing face coverings to prevent the spread of COVID-19

The Grey Bruce Health Unit commends the public for their support of wearing face coverings to prevent the spread of COVID-19. Hand hygiene, respecting physical distancing, and wearing a face covering are the essential tools we can all use to limit the spread of COVID-19.

The Medical Officer of Health Order concerning face coverings was implemented in conjunction with the provincial Stage 3 re-opening on July 17, 2020. Asking people to wear face coverings is consistent with other health unit jurisdictions.

Exemptions to wearing face coverings allow for children under the age of two years, or under the age of 5 years either chronologically or developmentally unable to tolerate face covering, or refuses to wear a face covering; for people who cannot tolerate face coverings for any medical condition; or for any reason required under the Human Rights Code.

The provincial Stage 3 re-opening addresses the potential widespread transmission of COVID-19 by restricting indoor gatherings to 50 and outdoor groups to 100, subject to physical distancing of at least two metres with people from outside their households or social circles. These limits apply to all organized or spontaneous indoor and outdoor events and social gatherings.

“We urge our community and visitors to respect all provincial and health unit guidelines that are in place for our safety as we get out and enjoy the city’s amazing parks and open spaces.” Says Owen Sound Mayor Ian Boddy.

Actions to prevent the spread of COVID-19 are all about treating each other with respect and taking personal responsibility to successfully beat COVID-19 and get on the path to a healthy recovery.

See our website for more information and answers to [Frequently Asked Questions for Wearing Masks and Face Coverings](https://www.publichealthgreybruce.on.ca/frequently-asked-questions-for-wearing-masks-and-face-coverings).

A healthier future for all.

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

519-376-9420

1-800-263-3456

Fax 519-376-0605

For More Information:

Dr. Ian Arra

Medical Officer of Health and Chief Executive Officer

To arrange to speak with Dr. Arra, please contact Drew Ferguson at:

519-376-9420 or 1-800-263-3456 ext. 1269 or d.ferguson@publichealthgreybruce.on.ca

July 24, 2020**MEMORANDUM TO:** Municipal CAOs**SUBJECT: Proclamation of the Reopening Ontario (A Flexible Response to COVID-19) Act, 2020**

Thank you to all municipal enforcement personnel for your support to date in enforcing emergency orders under the provincial *Emergency Management and Civil Protection Act* (EMCPA) and helping to keep communities safe and healthy during these unprecedented times.

As you may be aware, on July 21, 2020, the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* ("ROA") received Royal Assent. The ROA has been proclaimed into force today, July 24, 2020, to coincide with the ending of the declared provincial emergency.

The ROA gives the Ontario government the necessary flexibility to address the ongoing risks and effects of the COVID-19 outbreak once the declared provincial emergency under the EMCPA ends. It provides that:

- Emergency orders in effect under the EMCPA as of July 24 are continued under the ROA for an initial 30 days.
- The Lieutenant Governor in Council may further extend these orders under the ROA for up to 30 days at a time.
- The Lieutenant Governor in Council may amend certain orders continued under the ROA if the amendment relates to:
 - Labour redeployment or workplace and management rules;
 - Closure of places and spaces or regulation of how businesses and establishments can be open to provide goods or services in a safe manner;
 - Compliance with public health advice; or,
 - Rules related to gatherings and organized public events.

The ROA does not allow new orders to be created. Furthermore, the ability to extend and amend orders under the ROA is limited to one year, unless extended by the

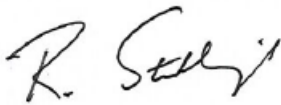
legislature. The ROA mandates regular reporting by the government to the public and Legislative Assembly of Ontario to ensure oversight and transparency.

To review the legislation, you may visit: <https://www.ontario.ca/laws/statute/20r17>.

For further information including which orders have been continued under the ROA, who is designated to enforce orders continued under the ROA and offences and penalties, please review the attached set of supporting Questions and Answers for enforcement personnel.

I trust that this information is of assistance. Should enforcement personnel have any questions related to enforcement of orders continued under the ROA, they may reach out to EssentialWorkplacesSupport.SolGen@ontario.ca. Please note that this dedicated email address is only for enforcement personnel and should not be shared publicly.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Stubbings'.

Richard Stubbings
Assistant Deputy Minister
Public Safety Division

Qs and As for Enforcement Personnel
Reopening Ontario (A Flexible Response to COVID-19) Act, 2020 (ROA)

1. Who is designated to enforce orders under the ROA?

As was the case under the *Emergency Management and Civil Protection Act* (EMCPA), all police officers, First Nations Constables and special constables may enforce orders that have been continued in effect under the ROA. In addition, the following personnel are designated to enforce orders that have been continued in effect under the ROA:

- All provincial offences officers designated by a minister of the Crown.
- All municipal law enforcement officers.
- All by-law enforcement officers of a municipality or local board of a municipality.
- All officers, employees or agents of a municipality or local board of a municipality whose responsibilities include enforcement of by-laws, Acts or regulations.

2. What orders continue to be in effect under the ROA?

All orders in effect under the EMCPA as of the day the ROA comes into force will be continued under the ROA for an initial 30 days, apart from the orders outlined under Question 3, which have expired or will be revoked.

The Lieutenant Governor in Council may further extend orders continued under the ROA for up to 30 days at a time.

To find orders that continue to be in effect under the ROA, please visit the link to the Act on e-Laws at <https://www.ontario.ca/laws/statute/20r17> and click on the “Regulations under this Act” tab.

We encourage enforcement personnel to continue to monitor www.ontario.ca/alert for information on updates to orders and order expiries/revocations.

3. What orders are no longer in effect or have been consolidated under the ROA?

The following orders have recently expired or will be revoked, and will not be continuing in effect under the ROA:

Expired on July 17:

- Ontario Regulation 52/20 – Organized Public Events, Certain Gatherings
- Ontario Regulation 104/20 – Closure of Outdoor Recreational Amenities

Please note that restrictions previously outlined in Ontario Regulation 52/20 and Ontario Regulation 104/20 continue to be in effect; **these restrictions have been incorporated into the orders** governing stages of reopening which will continue to be in effect under the ROA (e.g., Ontario Regulation 364/20 – Rules for Areas in Stage 3).

Expired on July 22:

- Ontario Regulation 120/20 – Access to COVID-19 Status Information by Specified Persons

The following three orders will be revoked as of July 23, 2020 before the ROA comes into force and will not be continued under the ROA:

- Ontario Regulation 89/20 – Traffic Management;
- Ontario Regulation 128/20 – Pick Up and Delivery of Cannabis; and,
- Ontario Regulation 140/20 – Agreements Between Health Service Providers and Retirement Homes.

4. Will the orders that continue under the ROA apply to First Nation communities?

Yes. Emergency orders under the EMCPA apply to all parts of Ontario, including First Nations communities, and this would also be the case for orders continued under the ROA once in force.

As noted under Question 1, First Nations Constables will have the authority to enforce orders that are continued under the ROA.

5. What are the offences and penalties under the ROA?

The following offences and maximum penalties are set out under section 10(1) of the ROA:

“Every person who fails to comply with a continued section 7.0.2 order or who interferes with or obstructs any person in the exercise of a power or the performance of a duty conferred by such an order is guilty of an offence and is liable on conviction,

- (a) in the case of an individual, subject to clause (b), to a fine of not more than \$100,000 and for a term of imprisonment of not more than one year;
- (b) in the case of an individual who is a director or officer of a corporation, to a fine of not more than \$500,000 and for a term of imprisonment of not more than one year; and
- (c) in the case of a corporation, to a fine of not more than \$10,000,000.”

Enforcement personnel may continue to issue a ticket under Part I of the *Provincial Offences Act* (POA) (see question 6 below for set fines) or a summons under Part III of the POA.

A person is guilty of a separate offence on each day that an offence under subsection (1) occurs or continues (section 10(2)). Therefore, a separate charge can be laid for each day an offence occurs or continues.

Despite the maximum fines set out in subsection (1), the court that convicts a person of an offence may increase a fine imposed on the person by an amount equal to the financial benefit that was acquired by or that accrued to the person as a result of the commission of the offence (section 10(3)).

Note that no person can be charged with an offence under subsection (1) for failing to comply with or interference or obstruction in respect of an order that has been amended retroactive to a date that is specified in the amendment, if the failure to comply, interference or obstruction is in respect of conduct to which the retroactive amendment applies and the conduct occurred before the retroactive amendment was made but after the retroactive date specified in the amendment (section 10(4)).

6. Has the Chief Justice of the Ontario Court of Justice ordered and established new set fines under the ROA? Where can I find the order?

The Chief Justice of the Ontario Court of Justice has issued set fines for offences under the ROA. The set fines order can be found at: <https://www.ontariocourts.ca/ocj/how-do-i/set-fines/set-fines-i/schedule-80-1/>.

7. What is the short-form wording to be used on offence notices?

The short-form wording can be found in [Schedule 80.1 of R.R.O. 1990, Reg. 950: Proceedings Commenced by Certificate of Offence under the POA](#).

8. Will the province be providing updated offence notices with the new short-form wording?

Offence notices are the responsibility of the employer to provide.

9. Will limitation periods continue to be suspended under the ROA?

Yes. Ontario Regulation 73/20: Limitation Periods will be continued under the ROA, which means that suspensions of limitation periods provided by that order will continue to be in effect.

This includes limitation periods related to the POA. That is, time periods that normally apply under the POA (whether Part I, II or III), such as the time period for fighting a ticket, appealing a conviction, or paying a fine, continue to be suspended.

The government intends to keep this order in effect until September 11, 2020.

10. Does the ROA contain the power to seek an injunction for failure to comply with an order?

Yes. Pursuant to section 9 of the ROA, the contravention by any person of a continued section 7.0.2 order may be restrained by order of a judge of the Superior Court of Justice upon application without notice by the Crown in right of Ontario or a member of the Executive Council and the judge may make the order and it may be enforced in the same manner as any other order or judgment of the Superior Court of Justice.

11. Do I still have the power to ask for identifying information from individuals if I have reasonable and probable grounds to believe they have committed an offence under the ROA?

Yes. Ontario Regulation 114/20 – Enforcement of Orders has been continued under the ROA. It provides that a police officer or any other provincial offences officer within the meaning of subsection 1 (1) of the *Provincial Offences Act* who has reasonable and probable grounds to believe that an individual has:

- Failed to comply with an order that was made under subsection 7.0.2 (4) of the *Emergency Management and Civil Protection Act*; or,

- Interfered with or obstructed any person in the exercise of a power or the performance of a duty conferred by an order made under that subsection;

can require the individual to provide the officer with their correct name, date of birth and address. The individual is required to promptly comply with such a demand.

A provincial offences officer can only require an individual to identify themselves if the officer has reasonable and probable grounds to believe the individual is violating an order under the ROA, and the demand to identify is made for the purpose of issuing a ticket or summons.

Please note that the order does not empower a provincial offences officer to require the person to produce documentation. As such, an individual may provide the required information orally.

12. Can I still enforce orders under the *Emergency Management and Civil Protection Act*?

No. Orders have been continued under the ROA and any enforcement of orders (e.g., issuance of a certificate of offence under Part I of the POA or a summons under Part III of the POA) must be done under the ROA as of July 24, 2020.

13. Is there a power to arrest under the ROA?

No. As was the case under the EMCPA, the ROA does not contain any arrest provisions. Peace officers may be able to rely on powers under the *Criminal Code*.

14. Are there powers of search and seizure under the ROA?

No. As was the case under the EMCPA, the ROA does not contain any search or seizure powers. Peace officers may be able to rely on powers under the common law and police officers may seek a search warrant under the POA.

15. Is there a closure authority under the ROA?

No. As was the case under the EMCPA, the ROA does not contain a closure authority.

16. Who will prosecute charges laid under the ROA?

The prosecution approach will be same as under the EMCPA. Prosecution responsibilities will continue be as follows:

	Charges Laid under Part I of the POA	Charges Laid under Part III of the POA
Type of Provincial Offences Officers (POOs)	Prosecution Falls To	Prosecution Falls To
Police officers and First Nations Constables	Municipalities pursuant to the transfer agreement with MAG	Ministry of the Attorney General, Criminal Law Division
Police service employed special constables	Municipalities pursuant to the transfer agreement with MAG	Ministry of the Attorney General, Criminal Law Division
Non-police service employed (special constables) who are employed by the Government of Ontario or its agencies	Individual organizations have their own in-house prosecution or other arrangement. Niagara Parks Commission - Municipalities pursuant to the transfer agreement with MAG	Individual organizations have their own in-house prosecution or other arrangement. Niagara Parks Commission - Ministry of the Attorney General, Criminal Law Division
Non-police service employed special constables who are <u>not</u> employed by the Government of Ontario or its agencies	Municipalities	Municipalities
Municipal law enforcement officers	Municipalities	Municipalities
By-law enforcement officers	Municipalities	Municipalities
Officers, employees or agents of any municipality/local board	Municipalities	Municipalities
Other POOs employed by ministries of the Government of Ontario	Ministry of the Attorney General, Civil Law Division	Ministry of the Attorney General, Civil Law Division

Grand River Conservation Authority

Date: July 27, 2020

To: Members of the Grand River Low Water Response Team

cc: GRCA Management Committee, Watershed CEMCs

Subject: Low Water Conditions Report – July 27, 2020

Recommendation:

GRCA staff recommends a meeting this Wednesday July 29 to discuss moving Whitemans Creek and McKenzie Creek subwatersheds into Level 2. It is also recommended that the Mt. Pleasant Creek watershed is included in the Level 2 declaration.

Declared Conditions

The Grand River Low Water Response Team declared the Grand River watershed in a Level 1 low water condition on July 9th.

Precipitation

Precipitation across the watershed has been low in July. A few large thunderstorm systems have passed through the watershed producing intense rain fall in limited areas such as the Guelph Dam rain gauge. Overall rainfall has been sparse and temperatures high creating very dry conditions. Most of the watershed is now in a Level 2 condition based on rainfall.

Table 1: Precipitation conditions at GRCA climate stations as of the end of June

Precipitation Gauge	Current Precipitation		% of Long Term Average			Low Water Condition		
	27-Jul	Long Term Average	1-Month	3 Month	Last 18 Months	1 month	3 months	18 months
Shand	42.5	87.3	49%	85%	105%	Level 2	Normal	Normal
Conestogo	41.4	94.0	44%	80%	98%	Level 2	Level 1	Normal
Guelph	87.7	87.7	100%	97%	111%	Normal	Normal	Normal
Luther	62.8	95.4	66%	108%	108%	Level 1	Normal	Normal
Woolwich	33.8	75.9	45%	93%	104%	Level 2	Normal	Normal
Laurel	56.4	100.5	56%	81%	103%	Level 2	Normal	Normal
Shades	53.9	97.9	55%	64%	108%	Level 2	Level 1	Normal
Brantford	24.0	90.6	26%	59%	112%	Level 3	Level 2	Normal

Reservoirs and Flow Augmentation

Of the GRCA's seven large reservoirs five are used at this time of the year to augment river flows downstream. Conestogo, Shand and Luther are at the upper end of their normal operating ranges. The Guelph Reservoir is within its normal operating range although levels are dropping quickly. The Woolwich Reservoir is near the lower end of its normal operating level for this time of the year. This reservoir was filled late due to complications during the pandemic. The Woolwich Reservoir adds flows to Canagagigue Creek upstream of the community of Elmira.

Low flow targets are being met downstream of the major reservoirs. As of July 26th, augmentation accounted for approximately 80% of the flow through Kitchener, 40% of the flow through Brantford and 60% of the flow on the Speed River below Guelph. Augmentation levels have been fairly stable over the past two weeks.

Stream Flow

With the lack of rain and very hot conditions, stream flows have continued to drop especially in areas with high irrigation. Currently there are two major subwatershed that are in Level 2 conditions for stream flow: Whitemans Creek and McKenzie Creek.

McKenzie Creek, Whitemans Creek and Mt. Pleasant Creek are areas with high water use for agricultural irrigation and have received less than 25mm precipitation so far this month. In Whitemans Creek (Figure 1), flows dropped to Level 2 on July 22nd and have continued to drop over the past week and are sitting between Level 2 and Level 3. Flows in McKenzie Creek (Figure 2) dropped to Level 2 around July 6th and were lowest on July 16th when they were just above Level 3. Flows in McKenzie Creek have since increased slightly over time and are sitting just below Level 2 currently. Mt. Pleasant Creek does not have a flow gauge on it.

Flows in the Nith River and the Eramosa River are holding at Level 1.

None of the low flows have been field verified. Due to the pandemic, the GRCA does not have staff this summer to do stream gauging. The Water Survey of Canada has reduced field work, but are out in the field attending to critical issues. Low flows are difficult measure without field verification.

Forecast

There is very little rain in the forecast over the next week with a possibility of some rain (10mm) over the weekend. A rainfall of at least 25mm is needed to reduce irrigation demand for the short term. Temperatures are predicted to be seasonal this week and slightly below seasonal next week.

Prepared by:

Stephanie Shifflett
Water Resources Engineer

Figures

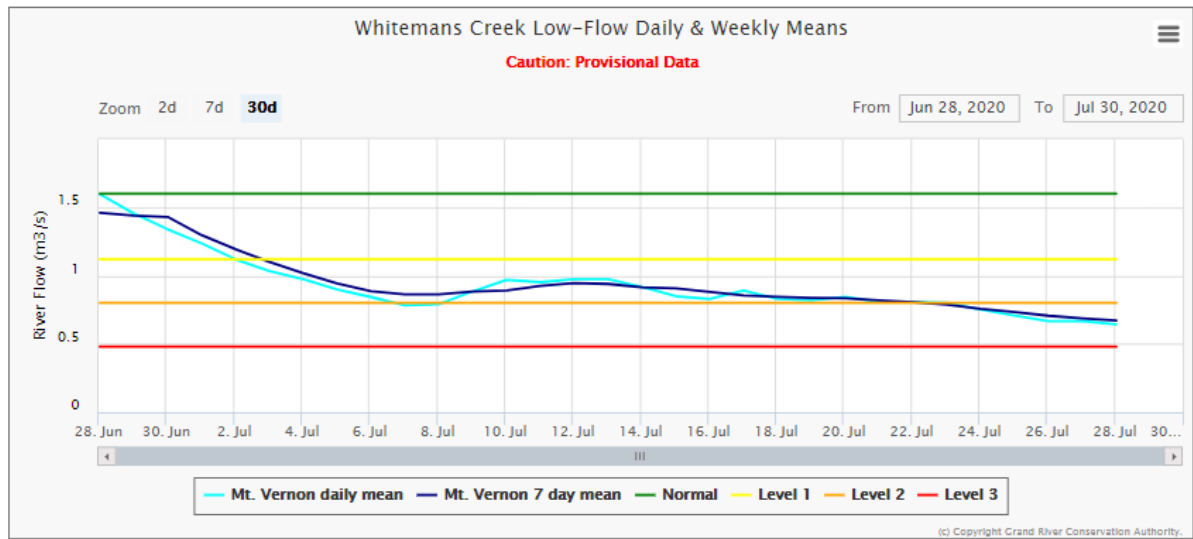


Figure 1: Low Water Web Chart Whitemans Creek

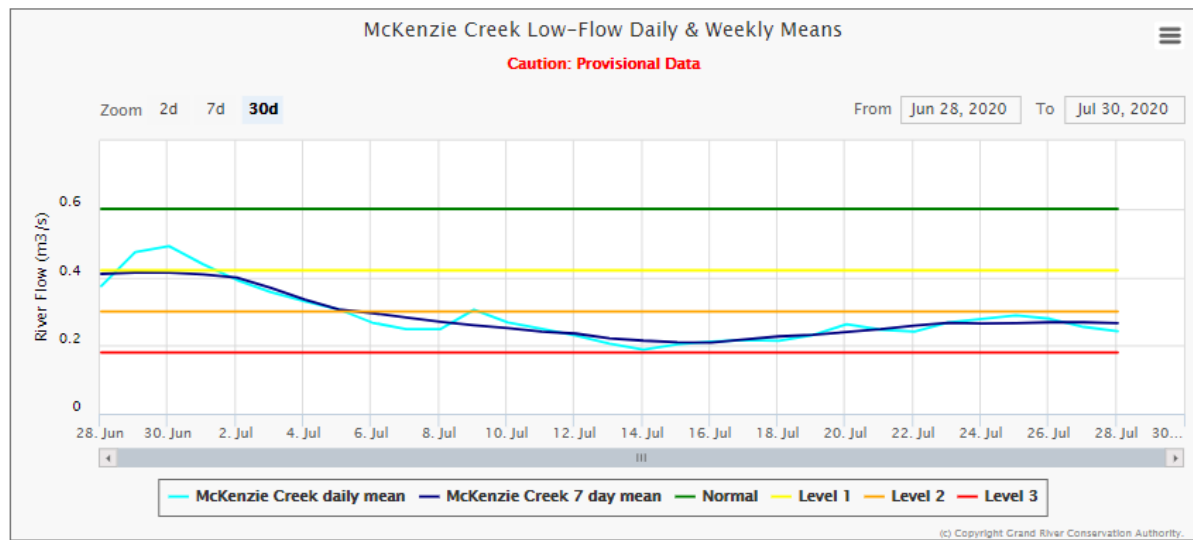


Figure 2: Low Water Web Chart McKenzie Creek



July 7, 2020

RE: TAPMO Executive Meeting Minutes dated May 28, 2020.

Please be advised that Township of Puslinch Council, at its meeting held on June 17, 2020 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2020-166: Moved by Councillor Bulmer and
Seconded by Councillor Sepulis

That the Intergovernmental Affairs correspondence item 4 listed for JUNE 17, 2020 Council meeting be received; and

WHEREAS previous assessment methodologies for aggregate resource properties valued areas that were used for aggregate resources or gravel pits at industrial land rates on a per acre basis of the total site and such properties were formally classified and taxed as industrial lands;

WHEREAS the Council of Puslinch supports a fair and equitable assessment system for all aggregate resource properties;

WHEREAS the Municipal Property Assessment Corporation determined, with the participation only of the Ontario Sand, Stone and Gravel Association, revised criteria for assessing aggregate resource properties;

AND WHEREAS the Council of Puslinch has concerns that the revised criteria does not fairly assess the current value of the aggregate resource properties;

NOW THEREFORE BE IT RESOLVED:

(a) That the Council of Puslinch does not consider the revised criteria for assessment of aggregate resource properties as a fair method of valuation for these properties; and

(b) The Council of Puslinch believes there is a need to review the current



assessment scheme for aggregate resource properties to address the inequity of property values;

(c) The Council of Puslinch hereby calls upon the Province to work with the Municipal Property Assessment Corporation to address the assessment issue so that aggregate resource properties are assessed for their industrial value; and

(d) The Council of Puslinch directs the Clerk to provide a copy of this motion to the Minister of Finance, Minister of Municipal Affairs and Housing, Minister of Natural Resources and Forestry, AMO, ROMA, and all Ontario municipalities and {the local MPP(s)}

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,
Courtenay Hoytfox
Deputy Clerk



Corporation of the Township of Perth South
3191 Road 122
St. Pauls, ON N0K 1V0
Telephone 519-271-0619
Fax 519-271-0647

July 9, 2020

Agricorp
Attn: Board of Directors
1 Stone Road West
Box 360 Stn Central
Guelph, ON N1H 8M4

Re: Farm Property Class Tax Rate Program

Dear Board of Directors

The Farm Property Class Tax Rate program was developed by the province to support agriculture in Ontario. Through this program, farmland owners receive a reduced property tax rate. Eligible farmland is taxed at no more than 25% of the municipal residential tax rate. This program is administered by Agricorp, the Municipal Property Assessment Corporation (MPAC), and municipalities with farmland assessment within their municipality.

The Assessment Roll is returned by MPAC in December of each year for the following year. It is important that the assessment roll values on the returned roll received from MPAC are accurate as these values are used as the basis for the calculation and distribution of taxes. However, we have found that the 2020 Assessment Roll as returned

by MPAC requires many adjustments in the form of Tax Incentive Adjustments (TIA) for the Farm Property Class Tax Rate Program, each of which result in taxation write-offs for the Township.

The TIAs are required to transfer properties which have become eligible for the Farm Property Class Tax Rate Program from the Residential Class back to the Farmland Class. It is our understanding that the large number of TIAs that are processed by MPAC are necessary due to the number of farm properties that have sold their property, made a change to the ownership of the property, or failed to submit paperwork to Agricorp by the required deadline.

The result is that the Assessment Roll is returned with an overstated Residential Class assessment and an understated Farmland Class assessment and when used in the determination of the Residential Tax Rate at budget time results in a rate that is less than it would otherwise be. In addition, taxation write-offs of 75% of the residential amount must be refunded. These refunds are required for the current year, and in some instances, in the prior year as well, placing a financial burden on municipalities.

While these adjustments are not new, they certainly seem to be increasing in volume in more recent years and we anticipate that they will continue to increase as baby-boomer farmers continue to retire and sell their farmland.

In 2020 Perth South had \$34,606,000 of Farmland Class assessment transferred to Residential Class assessment. As a result of this transfer the total write-off is \$213,550.86 of which \$107,041.20 is Perth South's portion, \$66,799.27 is Perth County's portion and \$39,710.39 is the School Board's portion. While a tax write-off of \$107,041 may not seem like a large amount for many municipalities, in Perth South is it significant and would require a 3% levy increase to offset this amount.

Perth South is also concerned with the impact that these "misclassified" properties may be having on information used by other provincial departments. For example, the classification of Farmland assessment as Residential assessment negatively impacts the

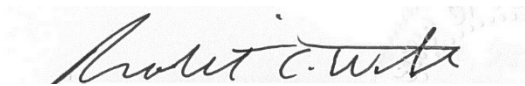
Ontario Municipal Partnership Fund (OMPF) calculation, specifically the Farm Area Measure, which could result in a financial loss in the form of reduced grant funding for the year. Despite the fact that there has been no development on farmland, Perth South's Farm Area Measure decreased from 91.7% to 90.8% in 2020, a decrease attributed to the transferring of property from the Farmland Class to the Residential Class. If the Farm Area Measure were to fall below 90% Perth South would incur a loss in grant funding, a loss we simply cannot afford. And should such a loss occur there does not appear to be a mechanism to allow for the correction of the OMPF allocation following the transfer of assessment back from Residential Class to Farmland Class.

It should also be recognized that the levy costs imposed on municipalities for maintenance and administration costs of conservation authorities is also impacted by this transfer of land from the Farmland Class to the Residential Class. The apportionment of costs is determined by multiplying Current Value Assessment (CVA) in the Residential Property Class by a Factor of 1 and multiplying the CVA in the Farmlands Property Class by a factor of .25. The inclusion of assessment from the Farmland Property Class in the Residential Property Class artificially increases our proportionate share of maintenance and administrative costs and represents another unreconcilable calculation for which we are financially penalized.

The current process places an administrative burden on municipalities and diverts staff time from other administrative work that we simply do not have to spare. In recent years the provincial government has been working with municipalities and other partners to improve service delivery and efficiencies. As part of their review, Managing Transformations: A Modernization Action Plan, there was a focus on strong leadership by the government to work with ministries and various partners to strengthen horizontal coordination and establish a renewed focus on improving the efficiency, productivity and outcomes of the Broader Public Sector, while at the same time delivering the most efficient Ontario Public Services possible. A similar review of the delivery of this program may be very beneficial.

Perth South understands that the province and MPAC need to ensure that each farm operation meets the requirements of the Farm Property Class Tax Rate Program, but we feel that there must be a more efficient and effective way for this to be achieved. Perth South would like to be part of the solution and suggests that all stakeholders to the Farm Property Class Tax Rate Program review the current program in an effort to find efficiencies and ultimately, a less disruptive classification process.

Yours Truly,

A handwritten signature in black ink, appearing to read "Robert C. Wilhelm", is centered on the page. The signature is written in a cursive, flowing style.

Mayor Robert Wilhelm
Township of Perth South

Cc: Hon. Vic Fedeli, Minister of Finance
Hon. Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
Randy Pettapiece, MPP Perth Wellington
Board of Directors, Municipal Property Assessment Corporation (MPAC)
Board of Directors, Rural Ontario Municipalities Association (ROMA)
County of Perth
Ontario Municipalities

File: A-2100

June 26, 2020

DELIVERED BY EMAIL

The Right Honourable Justin Trudeau,
Prime Minister of Canada
Email: justin.trudeau@parl.gc.ca

The Honourable Doug Ford,
Premier of Ontario
Email: premier@ontario.ca

Re: COVID-19 Funding

Oshawa City Council considered the above matter at its meeting of June 22, 2020 and adopted the following recommendation:

“Whereas on March 11, 2020, the World Health Organization and the Canadian Government declared COVID-19 a global pandemic; and,

Whereas on March 12, Ontario ordered schools closed and by March 17, began a more extensive shut down; and,

Whereas the pandemic has led to the closure of public spaces and the cancellation of events around the world throughout the country our province and right here within our own community, causing great stress on the arts sector; and,

Whereas local cultural organizations such as the Oshawa Folk Arts Council representing over 13 member clubs and organizations, as well as the many local service groups such as the Oshawa Rotary Club, have all been forced to cancel major events (i.e. Fiesta Week; Rib Fest; etc.) which historically contribute in large part to the fundraising and operational financing efforts of these sociocultural entities; and,

Whereas the Government of Canada and the Province of Ontario have committed they through the Canada Council for the Arts will continue to work with the Government of Canada, as well as provincial, territorial, and municipal partners, to ensure the strength of the sector; and,

Whereas at present, the Canada Council's for the arts priorities as are our collective governing priorities are to ensure the health and safety of people across Canada and around the world and to work towards the sustainability and recoverability of the arts sector; and,

Whereas a significant period has past without further indication as to what tools, funding measures, or financial support our local social cultural, service clubs, and children/youth minor sporting originations can readily access to help support their operating costs and programming,

Therefore be it resolved:

1. That the Federal, Provincial, and Regional Government help local municipalities assist their local social cultural, service clubs, and children/youth minor sporting originations with clear and definitive relief funding programs directed to help sustain the afore mention groups through these trying times inflected on them by the affects of COVID-19; and,
2. That a copy of this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, all Ontario Municipalities, all Members of Provincial Parliament, all Members of Parliament and Association of Municipalities of Ontario and Federation of Canadian Municipalities."

Oshawa City Council respectfully requests your consideration of the above noted matters.

If you need further assistance concerning this matter, please contact Ron Diskey, Commissioner, Community Services Department at the address listed on Page 1 or by telephone at 905-436-3311.



Mary Medeiros
City Clerk

/fb

- c. Association of Municipalities of Ontario
Federation of Canadian Municipalities
Members of Parliament and Members of Provincial Parliament
Ontario Municipalities

July 21, 2020

The Right Honourable Justin Trudeau
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Re: Emancipation Day Resolution

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on July 20, 2020 passed the following resolution:

That Chatham-Kent Council acknowledges and supports the following Private Members Bill put forward by Majid Jowhari; M-36, *Emancipation Day*, 43rd Parliament, 1st Session that reads as follows:

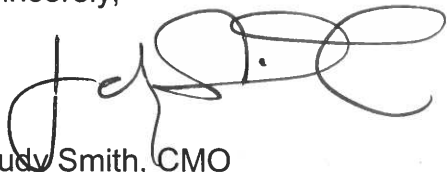
That the House recognizes that:

- a) The British Parliament abolished slavery in the British Empire as of August 1, 1834
- b) Slavery existed in the British North America prior to its abolition in 1834
- c) Abolitionists and others who struggled against slavery, including those who arrived in Upper and Lower Canada by the Underground Railroad, have historically celebrated August 1, as Emancipation Day
- d) The Government of Canada announced on January 30, 2018 that it would officially recognize the United Nations International Decade for People of African Descent to highlight the important contributions that people of African Descent have made to Canadian society, and to provide a platform for confronting anti-black racism; and
- e) The heritage of Canada's people of African descent and the contributions they have made and continue to make to Canada; and that in the opinion of the House, the government should designate August 1 of every year as "Emancipation Day" in Canada

That support for this motion is sent to our Member of Parliament and all House of Commons representatives. And that support for this motion be sent to all Municipalities.”

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator

C

All House of Commons Representatives
Ottawa, ON K1A 0A6

Majid Jowhari, MP

Hon Wanda Thomas Bernard
Senator- Nova Scotia (East Preston)

Lianne Rood, MP, Lambton-Kent-Middlesex

Dave Epp MP Chatham-Kent –Leamington

C Ontario Municipalities



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Stephanie Jaworski

RESOLUTION NO 229-2020

SECONDED BY Lyle Warden **DATE** July 20, 2020

WHEREAS the COVID-19 pandemic has disproportionately affected the vulnerable elderly population in Canada's long-term care (LTC) homes and some of Ontario's LTC homes are among those with the highest fatality rates in the country as the pandemic has exposed deplorable conditions in many LTC homes across Canada; and

WHEREAS it is the mandate of the Ministry of Long-Term Care to inspect long term care homes on an annual basis and these inspections have consistently dropped in number since 2017 with only nine completed out of 626 long term care homes in 2019; and

WHEREAS residents have been endangered by personnel moving between infection zones without adequate equipment; and

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry urges the Ontario government to provide funding to increase full-time positions in place of casual and part-time labour in long term care homes and requests that the Ministry of Long-term Care acts to regularly inspect all long term care homes, and sound infection control measures are put in place at all Ontario long term care homes, and that this resolution be forwarded to Premier Ford, the Minister of Long-term Care Merrilee Fullerton and all Ontario municipalities for consideration.

☒ CARRIED

☐ DEFEATED

☐ POSTPONED


Mayor Frank Prevost

Recorded Vote:	Yes	No
Mayor Prevost	—	—
Deputy Mayor Warden	—	—
Councillor Lang	—	—
Councillor Jaworski	—	—
Councillor McDonell	—	—



The Corporation of The Town of Amherstburg

July 28, 2020

VIA EMAIL

To: All Ontario Municipalities

RE: Investing in Canada Infrastructure Program Grant

At its meeting of July 13th, 2020, Council passed the following resolution for your consideration:

That Administration BE DIRECTED to send correspondence in support of the Town of Renfrew's resolution regarding their request to fast track investing in Canada Infrastructure Program (ICIP) Grant Applications.

Enclosed is a copy of the Town of Renfrew's resolution for convenience and reference purposes.

Regards,

Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

The Right Honourable Justin Trudeau, Prime Minister of Canada
Email: justin.trudeau@parl.gc.ca

Honourable Doug Ford, Premier of Ontario
Email: premier@ontario.ca

Taras Natyshak, MPP
Email: tnayshak-qp@ndp.on.ca

Chris Lewis, MP
Email: chris.lewis@parl.gc.ca

Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk - Town of Essex
Email: rauger@essex.ca

Jennifer Astrologo, Director of Corporate Services/Clerk - Town of Kingsville
Email: jastrologo@kingsville.ca

Agatha Robertson, Director of Council Services/Clerk - Town of LaSalle
Email: arobertson@lasalle.ca

Kristen Newman, Director of Legislative and Legal Services/Clerk - Town of Lakeshore
Email: knewman@lakeshore.ca

Brenda Percy, Municipal Clerk/Manager of Legislative Services - Municipality of Leamington
Email: bpercy@leamington.ca

Laura Moy, Director of Corporate Services/Clerk - Town of Tecumseh
Email: lmoy@tecumseh.ca

Mary Birch, Director of Council and Community Services/Clerk -County of Essex
Email: mbirch@countyofessex.ca

Valerie Critchley, City Clerk – City of Windsor
Email: clerks@citywindsor.ca

Association of Municipalities of Ontario (AMO)
Email: amo@amo.on.ca

Federation of Canadian Municipalities (FCM)
Email: info@fcm.ca

Rural Ontario Municipalities Association
Email: roma@roma.on.ca



CORPORATION OF THE TOWN OF RENFREW

RESOLUTION NO. 2020 - 06 - 44

Moved By: Reeve Emon
Seconded By: Councillor Jamieson

WHEREAS the COVID-19 pandemic crisis has had a catastrophic affect on employment and small business survival rates, with over 11.3% jobless rate in Ontario in April 2020 alone with only a few signs of a change over the next several fiscal periods;

AND WHEREAS the Renfrew County region is already at a distinct economic disadvantage due to a shorter infrastructure construction season and the lack of essential services, like effective and available broadband across its vast and rural area that would allow for greater flexibility to work from home, or telecommute;

AND WHEREAS the County of Renfrew and the other 19 municipalities and first nations reserves within the geographical borders have an incredible influence on the economy through investments in infrastructure spending, with over \$70million being invested in 2020 in municipal projects, but will now have to evaluate and adjust the way they safely operate and offer community services and modes of transportation;

AND WHEREAS the County of Renfrew and the other 19 municipalities and first nations reserves have submitted over \$73.5 million worth of applications to the *Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream*, with all considered shovel ready and shovel worthy;

AND WHEREAS the County of Renfrew and the other 19 municipalities and first nations reserves have submitted previously over \$25million in *the Investing in Canada Infrastructure Program: Green Stream* and *Investing in Canada Infrastructure Program: Rural & Northern Stream*;

AND WHEREAS both large and small infrastructure projects have the immediate effect on local small and medium businesses in our region with consideration of the multiplier ratio on every \$1million invested having the ability to create 7.6 jobs in the local marketplace, meaning that approval of these projects would create over 1,200 jobs across Renfrew County;

NOW THEREFORE BE IT RESOLVED that the Council of the Town of Renfrew calls upon the Governments of Ontario and Canada to fast track the review of current and previous *Investing in Canada Infrastructure Program* grant applications in order to provide much needed employment and investment into rural Ontario to provide sustainable infrastructure that will be safe and suitable in a post-pandemic setting;

AND FURTHER THAT a copy of this resolution be circulated to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; MP Cheryl Gallant, Renfrew-Nipissing-Pembroke; the Honourable John Yakabuski, MPP Renfrew-Nipissing-Pembroke; the Minister of Infrastructure; the Association of Municipalities Ontario; Rural Ontario Municipalities Association and all Municipalities within the Province of Ontario.

- CARRIED -

I, Jennifer Charkavi, Deputy Clerk of the Corporation of the Town of Renfrew, do hereby certify this to be a true and complete copy of Resolution No. 2020 - 06 - 44, passed by the Council of the Corporation of the Town of Renfrew at its meeting held the 23rd day of June 2020.

DATED at Renfrew, Ontario
this 24th day of June 2020.

Jennifer Charkavi

Jennifer Charkavi



The Corporation of The Town of Amherstburg

VIA EMAIL

To: All Ontario Municipalities

RE: Long Term Care Home Improvements

At its meeting of July 13th, 2020, Council passed the following resolution for your consideration:

That Administration BE DIRECTED to send correspondence in support of the City of Sarnia's resolution regarding their request for long term care home improvements.

Enclosed is a copy of the City of Sarnia's resolution for convenience and reference purposes.

Regards,

Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

Doug Ford, Premier of Ontario
Email: premier@ontario.ca

Taras Natyshak, MPP
Email: tnayshak-qp@ndp.on.ca

Chris Lewis, MP
Email: chris.lewis@parl.gc.ca

Dianne Gould-Brown
City Clerk, City of Sarnia
Email: clerks@sarnia.ca

Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk - Town of Essex
Email: rauger@essex.ca

Jennifer Astrologo, Director of Corporate Services/Clerk - Town of Kingsville
Email: jastrologo@kingsville.ca

Agatha Robertson, Director of Council Services/Clerk - Town of LaSalle
Email: arobertson@lasalle.ca

Kristen Newman, Director of Legislative and Legal Services/Clerk - Town of Lakeshore
Email: knewman@lakeshore.ca

Brenda Percy, Municipal Clerk/Manager of Legislative Services - Municipality of Leamington
Email: bpercy@leamington.ca

Laura Moy, Director of Corporate Services/Clerk - Town of Tecumseh
Email: lmoy@tecumseh.ca

Mary Birch, Director of Council and Community Services/Clerk -County of Essex
Email: mbirch@countyofessex.ca

Valerie Critchley, City Clerk – City of Windsor
Email: clerks@citywindsor.ca

Association of Municipalities of Ontario (AMO)
Email: amo@amo.on.ca



**THE CORPORATION OF THE CITY OF SARNIA
City Clerk's Office**

255 Christina Street N. PO Box 3018
Sarnia ON Canada N7T 7N2
519 332-0330 519 332-3995 (fax)
519 332-2664 (TTY)
www.sarnia.ca clerks@sarnia.ca

June 24, 2020

To: All Ontario Municipalities

Re: Long Term Care Home Improvements

At its meeting held on June 22, 2020, Sarnia City Council adopted the following resolution submitted by Councillor Margaret Bird with respect to the conditions in Long Term Care homes exposed by the pandemic:

That due to the deplorable conditions exposed by the pandemic in LTC homes in the province, and because this is a time for action, not just continuous streams of investigations, commissions and committees, and because the problems have been clearly identified, that Sarnia City Council direct staff to send this motion to the 444 Ontario Municipalities, asking them to urge Premier Ford to start implementing the required resolutions immediately, as follows:

- 1. increasing hours for all part-time and casual labour***
- 2. since the government provides funding for privately-operated homes, they have an obligation to inspect these homes and see that they are being properly run, and that funds are being used for the benefit of the residents and not the huge profitability of the operators, and***
- 3. to end the neglect and unacceptable conditions being experienced, each day, by our vulnerable seniors.***

Sarnia City Council respectfully seeks your endorsement of this resolution. If your municipal council endorses this resolution, we would request that a copy of the resolution be forwarded to the following:

Doug Ford, Premier of Ontario; and

City of Sarnia, City Clerk's Office
clerks@sarnia.ca

Sincerely,



Dianne Gould-Brown
City Clerk

cc: AMO

The Corporation of the Township of Southgate
By-law Number 2020-086
being a by-law to confirm the proceedings of the
Council of the Corporation of the Township of Southgate
at its regular meeting held on August 5, 2020

Authority: Municipal Act, 2001, S.O. 2001, c.25, as amended, Sections 5 (3) and 130.

Whereas, the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 5 (3), provides that the jurisdiction of every Council is confined to the municipality that it represents, and its powers shall be exercised by by-law;

And whereas, the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 130 provides that every Council may pass such by-laws and make such regulations for the health, safety and well-being of the inhabitants of the municipality in matters not specifically provided for by this Act and for governing the conduct of its members as may be deemed expedient and are not contrary to law;

Now therefore, the Council of the Corporation of the Township of Southgate hereby enacts as follows:

1. **That** the action of the Council at its regular meeting held on August 5, 2020 in respect to each report, motion, resolution or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by separate by-law.

2. **That** the Mayor and the proper officers of the Township are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.

3. **That** this by-law, to the extent to which it provides authority for or constitutes the exercise by the Council of its power to proceed with, or to provide any money for, any undertaking work, project, scheme, act, matter or thing referred to in subsection 65 (1) of the Local Planning Appeal Tribunal Act, 2017, S.O. 2017 Chapter 23, shall not take effect until the approval of the Local Planning Appeals Tribunal with respect thereto, required under such subsection, has been obtained.

4. **That** any acquisition or purchase of land or of an interest in land pursuant to this by-law or pursuant to an option or agreement authorized by this by-law, is conditional on compliance with Environmental Assessment Act, R.S.O. 1990, Chapter E.18.

Read a first, second and third time and finally passed this 5th day of August, 2020.

John Woodbury - Mayor

Lindsey Green – Acting Clerk