



**Township of Southgate
Addendum Council Meeting Agenda**

May 5, 2021

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. Open Forum - Register in Advance

If you wish to speak at Open Forum please register with the Clerk in advance of the meeting by email to lgreen@southgate.ca

4. Confirmation of Agenda

Be it resolved that Council confirm the agenda as amended.

5. Declaration of Pecuniary Interest

6. Delegations & Presentations

6.1. United Way Grey Bruce Poverty Task Force Delegation - Jill Umbach and Paul Wagenaar

12 - 40

Be it resolved that Council receive the United Way Grey Bruce Poverty Task Force delegation as information.

- 6.2. Centre Grey Health Services Foundation Presentation - Harvey Fraser and Gerry McNalty 41 - 50

Be it resolved that Council receive the Centre Grey Health Services Foundation presentation as information.

7. Adoption of Minutes 51 - 63

Be it resolved that Council approve the minutes from the April 21, 2021 Council meeting as presented.

8. Reports of Municipal Officers

- *8.1. Fire Chief Derek Malynyk

- *8.1.1. FIRE2021-007- 2021 Purchase of Scott Air Packs 64 - 65

Be it resolved that Council receive Staff Report FIRE2021-007 for information; and
That Council approve the purchase of 8 Scott Air Packs using funds from the Melancthon Fire Reserve and Fire Infrastructure Reserve accounts.

- 8.2. Treasurer William Gott

- 8.2.1. FIN2021-012 Financial Report – December 2020 66 - 98

Be it resolved that Council receive Staff Report FIN2021-012 Financial Report - December 2020 as information; and
That Council approves the 2020 transfers from or to Reserves, Deferred Revenue and Reserve Funds as presented.

- 8.3. Clerk Lindsey Green

- 8.3.1. CL2021-011-Municipal Code of Conduct Consultation Survey 99 - 102

Be it resolved that Council receive Staff Report CL2021-011 as information; and
That Council appoint Mayor Woodbury to participate in the June 8, 2021 townhall session with other Western Ontario municipal representatives to discuss Municipal Codes of Conduct being hosted by the Ministry of Municipal Affairs and Housing.

8.3.2. CL2021-012-Community Safety and Policing Act, 2019 - 103 - 105 Update

Be it resolved that Council receive Staff Report CL2021-012 as information; and

That Council discuss the amendments to the existing Section 10 and 5.1 Board structures under the Community Safety and Policing Act, 2019.

8.4. Chief Administrative Officer Dave Milliner

8.4.1. CAO2021-033 AMO Conference Delegation Request 2021 106 - 107

Be it resolved that Council receive Staff Report CAO2021-033 as information; and

That Council provide information to staff on requests for delegations with a Ministry at the 2021 AMO Virtual Conference to discuss issues of concern in Southgate by May 12, 2021.

8.4.2. CAO2021-034 Dundalk Olde Town Hall RFP Building Sale Request Proposal Report 108 - 124

Be it resolved that Council receive staff report CAO2021-034 as information; and

That Council receive the Dundalk Olde Town Hall RFP Property Sale proposal as received from Wellington Capital Corporation with the conditions they have provided; and

That Council direct staff to meet with Team Town Hall, the Dundalk Little Theatre and other interested community groups to discuss their involvement and/or financial commitment in supporting community access theatre space for community cultural events; and

That Council direct staff to work with Wellington Capital Corporation related to negotiating on a Dundalk Olde Town Hall Theatre and Building Space Use Agreement with the proponent on the issues related to the use of the building, defining actual capital investment, fixed operating/maintenance costs and clarifying other issues needing clarification in the proposal.

8.4.3. CAO2021-035 Downtown Dundalk Accessibility and Streetscape Project for Canada Healthy Community Initiative Funding Report

125 - 137

Be it resolved that Council receive staff report CAO2021-035 as information; and

That Council approve staff proceeding with a Public Consultation Virtual Meeting on May 18th, 2021 with Downtown Dundalk Businesses and Property owners to discuss and consult to seek input on a Proton Street Accessibility, Streetscape and Community Open Space Project to support Southgate's Community Action Plan Goal #2 of Revitalizing Downtown Dundalk; and

That staff report back to Council on the consultation and feedback to make a decision on seeking funding through a Canada Healthy Community Initiative grant application intake for a Downtown Dundalk Improvement Project.

8.4.4. CAO2021-036 New Markdale Hospital Building Project and Request for Funding Report

138 - 141

Be it resolved that Council receive staff report CAO2021-036 as information; and

That Council direct staff to forward \$360,000.00 of the \$400,000.00 financial commitment to the New Markdale Hospital Construction Project; and

That Council approve transferring \$40,000 from the Southgate tax stabilization reserve to top up the New Markdale Hospital Construction Project Reserve to \$400,000.00 contribution commitment made in 2005; and

That Council approve the additional funding request of \$60,000 for the New Markdale Hospital Construction Project; and

That Council direct staff to create a reserve contribution of \$30,000.00 per year in the 2022 and 2023 budget to cover the \$60,000 commitment to the New Markdale Hospital Construction Project

8.4.5. CAO2021-037 Canada Healthy Community Initiative Funding Report 142 - 145

Be it resolved that Council receive staff report CAO2021-037 as information; and
That Council direct staff to investigate a project in Southgate that fits the application and funding guidelines under the Infrastructure Canada Green and Inclusive Community Buildings Program for the July 6, 2021 deadline if we apply for a grant for over \$3,000,000 or under the continuous intake for grants between \$100,000 and \$3,000,000 until all funds are allocated.

8.5. HR Coordinator Kayla Best

8.5.1. HR2021-009 By-Law On-Call Draft Policy #88 146 - 149

Be it resolved that Council receive Staff Report HR2021-009 for information; and
That Council approve the Draft Policy #88 By-Law On-Call Policy as presented for review and discussion; and
That Council consider approval of the Policy #88 By-Law On-Call Policy by municipal by-law at the May 19, 2021 Council meeting.

8.5.2. HR2021-012 Employee Assistance Program 150 - 159

Be it resolved that Council receive Staff Report HR2021-012 for information; and
That Council approve implementing the Employee Assistance Program for one year to all full time and permanent part time staff; and
That Council approve using the COVID-19 Safe Restart Funding to support this initiative.

8.6. Planner Clinton Stredwick

8.6.1. PL2021-038 - ZBA C25-20 - Don Lewis 160 - 163

Be it resolved that Council receive Staff Report PL2021-038 for information; and
That Council consider approval of By-law 2021-064.

- 8.6.2. By-law 2021-064 - ZBA C25-20 - Don Lewis** 164 - 166
- Be it resolved that** by-law number 2021-064 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 Clerk, sealed with the seal of the Corporation and entered into the by-law book.
- 8.6.3. PL2021-039 - ZBA C28-20 - Paul and Ina Martin** 167 - 172
- Be it resolved that** Council receive Staff Report PL2021-039 for information; and
That Council consider approval of By-law 2021-065.
- 8.6.4. By-law 2021-065 - ZBA C28-20 - Paul and Ina Martin** 173 - 175
- Be it resolved that** by-law number 2021-065 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, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.
- 8.6.5. PL2021-040 - SP 9-21 Southgate Plastics Inc.** 176 - 177
- Be it resolved that** Council receive Staff Report PL2021-040 for information; and
That Council consider approval of By-law 2021-061 authorizing the entering into a Site Plan Agreement.
- 8.6.6. By-law 2021-061 - Site Plan Agreement SP9-21 Southgate Plastics Inc** 178 - 188
- Be it resolved that** by-law number 2021-061 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 Clerk, sealed with the seal of the Corporation and entered into the by-law book.

8.6.7. PL2021-041 Official Plan Review Planning Consultant RFP 189 - 200

Be it resolved that Council receive Staff Report PL2021-041 for information; and

That Council approve the draft Official Plan Review RFP and direct staff to take all necessary actions to advertise the Official Plan Review RFP.

9. By-laws and Motions

9.1. By-law 2021-060 - Road Widening - B12-20 - Dave and Gayle Milliner 201 - 202

Be it resolved that by-law number 2021-060 being a by-law to establish a highway in the former Township of Proton (Consent file B12-20) 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.

9.2. By-law 2021-062 - Adopt COVID-19 Vaccination Policy No. 87 203 - 205

Be it resolved that by-law number 2021-062 being a by-law to adopt a COVID-19 Vaccination Policy known as Policy Number 87 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.

9.3. By-law 2021-063 - Appoint By-law Enforcement Officer 206

Be it resolved that by-law number 2021-063 being a by-law to appoint a Municipal Bylaw Enforcement Officer for 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.

10. Notice of Motion

None

11. Consent Items

11.1. Regular Business (for information)

Be it resolved that Council approve the items on the Regular Business consent agenda dated May 5, 2021 (save and except items _____) and direct staff to proceed with all necessary administrative actions.

11.1.1.	FIRE2021-006 - 2021 1st Quarter Update	207 - 208
11.1.2.	PW2021-021 Department Report	209 - 211
11.1.3.	HR2021-011 Building Inspector/By-Law Enforcement Officer Hiring	212 - 213
*11.1.4.	HR2021-012 Economic Development Officer Hiring	214 - 215
	Be it resolved that Council receive Staff Report HR2021-012 for information.	
11.1.5.	Canine Report March 2021	216
11.1.6.	By-law Report March 2021	217
11.1.7.	Building Report March 2021	218
11.1.8.	Councillor Dobreen - Politician's Meeting March 24 2021 Conference Report	219

11.2. Correspondence (for information)

Be it resolved that Council receive the items on the Correspondence consent agenda dated May 5, 2021 (save and except items _____) as information.

11.2.1.	Food Bank Report Spring 2021 - received April 16, 2021	220 - 221
11.2.2.	SVCA Approved Meeting Minutes March 18, 2021 - received April 16, 2021	222 - 226
11.2.3.	SVSPA Approved Meeting Minutes January 22, 2021 - received April 16, 2021	227 - 229
11.2.4.	Ministry of the Solicitor General - Enhanced Enforcement and New Order under the EMCPA - received April 18, 2021	230 - 241

11.2.5.	GBHU - Grey-Bruce Vaccine Distribution Task Force Open Letter - received April 23, 2021	242 - 243
11.2.6.	GRCA General Membership Meeting Summary - received April 23, 2021	244
11.2.7.	Grey Bruce Health Unit - Media Release COVID-19 Help-Line Reactivated - received April 26 2021	245 - 246
11.2.8.	Ministry of Environment - RPRA Operating Agreement 2021 - received April 26, 2021	247 - 295
11.2.9.	Office of the Warden - Letter Thanking Dr. Arra and Team - received April 28, 2021	296
11.2.10.	Frank Cowan Company Name Change to Intact Public Entities - received April 28, 2021	297 - 298
11.2.11.	Wellington North Power - Shareholder Meeting Notice - received April 28, 2021	299
11.2.12.	SVCA Spring 2021 Newsletter - received April 28, 2021	300 - 301
11.2.13.	CSWBP Engagement Survey Grey and Bruce Counties - received April 28, 2021	302 - 316
11.2.14.	Wellington North Power Inc - Township of Southgate Shareholder Dividend Notice - received April 29, 2021	317
11.2.15.	WOWC April 2021 Newsletter - received April 29, 2021	318 - 321
11.3.	Resolutions of Other Municipalities (for information)	
	Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated May 5, 2021 (save and except items _____) as information.	
11.3.1.	Township of Springwater - Clean Fuel Standard Letter - received April 16, 2021	322 - 323
11.3.2.	Township of the Archipelago - Road Management on Invasive Phragmites - received April 19, 2021	324 - 325
11.3.3.	Township of Calvin - Support for Norfolk County Carbon Tax for Primary Ag Producers - received April 21, 2021	326 - 329

11.3.4.	Township of Cochrane - Support for Fire Departments - received April 21, 2021	330
11.3.5.	Township of Grey Highlands - Support for Grey Bruce Health Unit - received April 21 2021	331
11.3.6.	Township of Hanover - Support Grey Bruce Medical Officer of Health - received April 23, 2021	332 - 333
11.3.7.	City of Cambridge - Request for Paid Sick Leave - received April 22, 2021	334 - 335
11.3.8.	Town of South Bruce Peninsula - Request for Support Lottery Licensing - received April 23, 2021	336 - 337
11.3.9.	Town of Shelburne - Support for Universal Sick Days - received April 28, 2021	338
11.3.10.	Municipality of Tweed - Inclusive Service Policy Report - received April 28, 2021	339 - 343
11.3.11.	Town of Fort Erie - Province Investigating and Updating Source Water Protection Legislation - received April 28, 2021	344 - 345
11.3.12.	Township of Scugog - Bus Stops on Dead End Roads - redacted - received April 28, 2021	346 - 359
11.3.13.	City of Brantford- Request to Withdraw Prohibition of Golf - received April 28, 2021	360
11.4.	Closed Session (for information)	

None

12. County Report

<https://www.grey.ca/council>

13. Members Privilege - Good News & Celebrations

14. Closed Meeting

None

15. Confirming By-law

361

Be it resolved that by-law number 2021-066 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 May 5, 2021 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.

16. 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:

(Please print clearly)

CONTACT NAME: Jill Umbach	
Additional Speaker: Paul Wagenaar	
ADDRESS: 380 9th Street East	
POSTAL CODE: N4K 1P1	TELEPHONE #: 519-377-9406
E-MAIL ADDRESS: povertytaskforce@unitedwaybg.com	

New Delegation

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

Food Security issues in Southgate - introducing the Bruce Grey Food app/Foodrescue.

-
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):

Be aware of data collection on food insecurity/work of the Food Security Action Group.

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.

	1 April 2021
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: May 5, 2021

Municipal Clerk Initials: LG



FoodBruceGrey.com

Measuring the size and scope of Food Insecurity in Grey/Bruce





Bruce/Grey encompasses 8,000 square kilometers, the same area as the GTA. There are 22 Food Banks, 19 Meal Programs, and 15 Community Gardens. Spread among these groups are only 7 paid associates and more than 300 very dedicated volunteers.



Greater Toronto Area





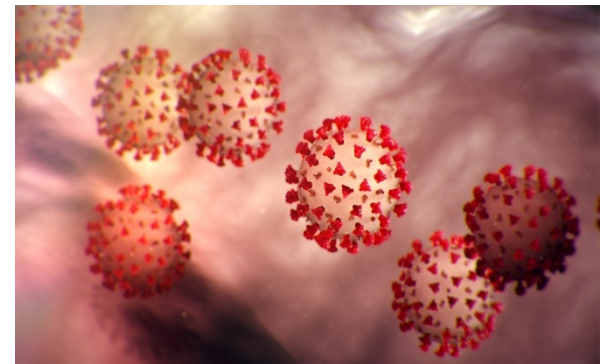
FOOD SECURITY ISSUES IN GREY/BRUCE

FUNDING/RELIANCE ON SENIOR CITIZENS:

Food Security programs are virtually all volunteer based.

The lack of multi-year funding only adds to the precariousness of the programs that can be offered in rural communities.

In addition, many of the volunteers are senior citizens, the most vulnerable age demographic for Covid-19





FOOD SECURITY ISSUES IN GREY/BRUCE

LACK OF CONNECTION: Many volunteer organizations have grown organically in isolation. Some exist in silos and as a result they do not share protocols, joint bulk purchasing, and sharing simply is not allowed to happen.

Turnover in volunteer organizations leads to the loss of institutional knowledge



Limited resources often keeps people siloed as they are afraid to collaborate.



FOOD SECURITY ISSUES IN GREY/BRUCE

LOGISTICS: With over 50 organizations, there are few mechanisms to move healthier foods quickly and efficiently other than an adhoc volunteer network based on senior citizens and their cars, rather than cargo trucks.





FOOD SECURITY ISSUES IN GREY/BRUCE



Compounding the challenge to volunteers, the distances, and other transportation issues; we get lots and lots of snow in Winter making travel difficult for our volunteers.

In the summer, scorching hot weather can affect food spoilage



FOOD SECURITY ISSUES IN GREY/BRUCE

STIGMA & PRIVACY: One of the benefits of living in rural Ontario is that everyone knows everyone else and pulls together. That is also one of the biggest problems. For people embarrassed that they require assistance, this is a major obstacle to overcome for vulnerable people who are trying to maintain their dignity and privacy.

STIGMA

There are many statistics that show less than 1 in 4 people who are food insecure actually use food banks:

Their reasons may include:
Pride,
Dignity,
Embarrassment,
Feel others need help more than them.

LACK OF PRIVACY



FOOD SECURITY ISSUES IN GREY/BRUCE

AWARENESS – Food insecurity is something that most people including our politicians, business leaders, and the media see solved by Food Banks. *Many believe that making a donation of some canned food is solving the problem.* We need them to know hunger and food insecurity is a symptom of the over-arching problem of poverty and the lack of affordable and safe housing. In addition, Food Banks are only part of the solution.





FOOD SECURITY ISSUES IN GREY/BRUCE

FOOD BANKS are only part of the solution. Many people do not know that, clients typically in some communities:

- Will only get food for 3 or 4 days,
- Many are limited usually to one visit per month
- The hours are limited to only a few hours per week or month,
- Many newcomers are not even aware of the food banks because of the lack of signing or cannot access because they work when the food bank is open
- Still have to prove they are “poor enough”,
- Choices are limited,
- Due to limited hours, fresh fruits and vegetables are not always available.
- Volunteers often have pre-conceived ideas of “deserving” and “undeserving” clients

Food banks do great work but they are²² only part of the solution.



WHAT WE ARE TRYING TO DO ...

We are trying to collaborate with Food Banks, Community Meal programs, Community Gardens, and other community partners. Our goal is to facilitate collaboration while maintaining the dignity and respect of the clients.





HOW TO MAKE A DIFFERENCE?

A tool was needed that could help to tie everything together. Something that organizations could easily use, something that decision makers could go to for up-to-date information, something that the media could also easily access, and something that the public could have access to.

There was a tool already, the bi-annual Hunger Reports.

The problems with the Hunger Reports were:

- ☐ Produced every other year, so the data was old even when the reports were first released.
- ☐ They were not really accessible to everyone who might want to use them.
- ☐ Not everyone participated in the data collection

Something better was needed ...

Food Insecurity in Grey Bruce

LOCAL RATES OF FOOD INSECURITY

Overall, Grey Bruce is above the provincial rate of household food insecurity (15%).

Although most food insecure households are employed, 70% of households reliant on social assistance are food insecure.

20%

OF GREY BRUCE HOUSEHOLDS ARE FOOD INSECURE



Nutritious Food Basket



\$217.99 +6.7%

COST OF LIVING IS RISING

In Grey Bruce, the 2019 Nutritious Food Basket reveals that a reference family of four requires \$217.99 each week to meet basic food needs, a 6.7% increase from 2018.

FOOD INSECURITY HAS COSTLY AND LASTING IMPACTS TO HEALTH

As the severity of food insecurity increases, health care costs rise, up to 121% higher.

Childhood experiences of food insecurity increase risks of asthma, depression, and suicidal ideation in adolescence and early adulthood.

Adults living in food insecure households account for more than 1 in 3 hospitalizations due to mental health problems.

Health Care Costs Hospitalization



121%



1 in 3



A better tool was needed ...

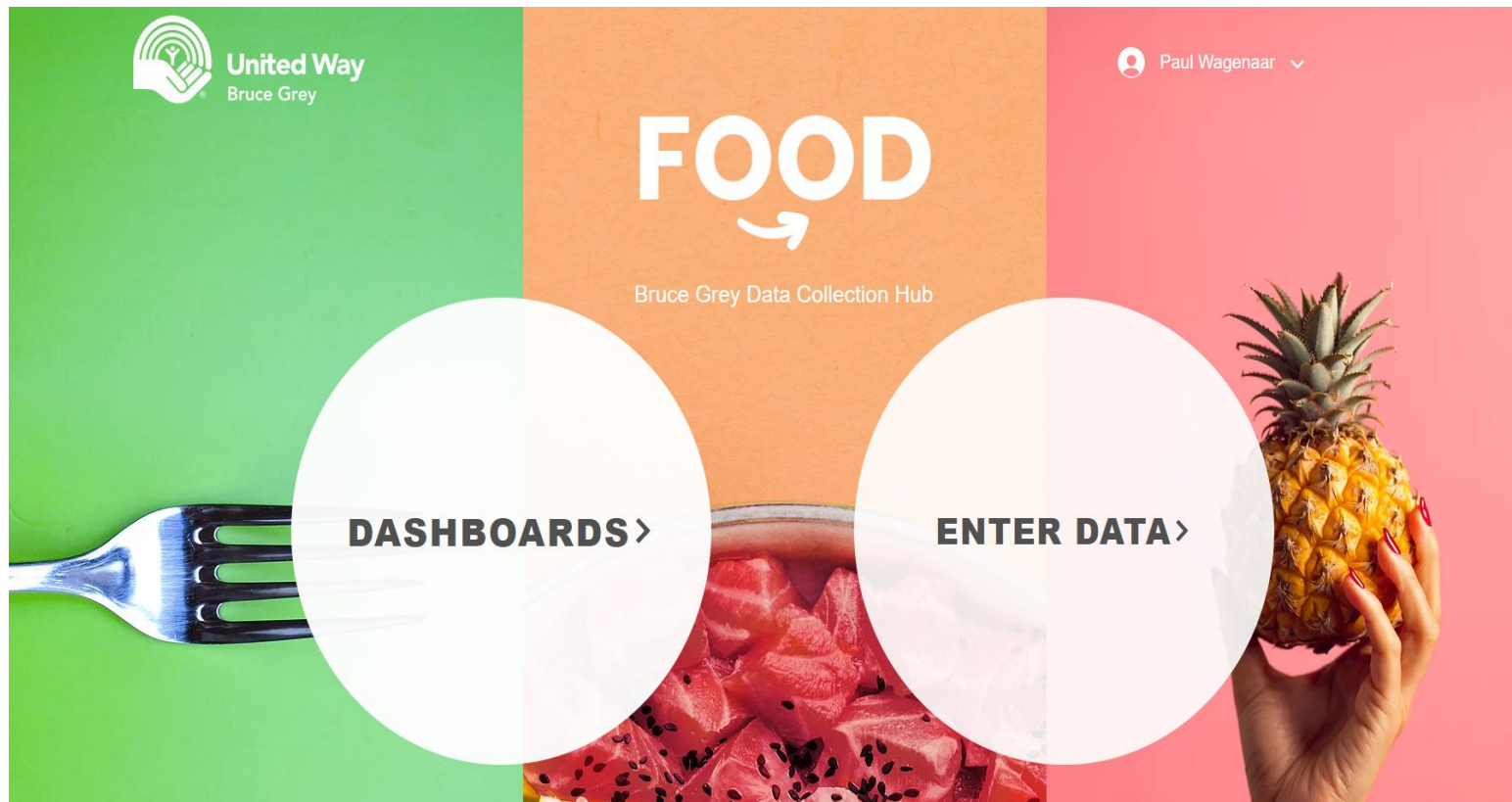
Something informative and easy to use for the governments and other funders, the media, and the public. An idea from the United Way of Bruce Grey was brought to the Nuclear Innovation Institute. The Nuclear Promise X (NPX) actualized and actioned the concept and with subsequent support from Community Foundation Grey Bruce and Bruce Power, they developed **FoodBruceGrey** in only 6 weeks.

NPX created a tool:

- ☐ That shows the size and scope of food insecurity issue in Bruce/Grey
- ☐ With clear and concise data graphics
- ☐ That was easy for already over-stretched volunteers, many of whom are unfamiliar with computers
- ☐ That is available immediately to any level of government, the media, the organizations themselves, and the public.
- ☐ That allows the start of a conversations on who is hungry in our communities.



This is that better tool





Identifying Information

First Name Last Name Email Contact

Organization Name

Month of Report

Month 2021

Data Submission

Total Number of Households Number of Seniors Number of Adults Number of Children

Amount of Food Distributed

Weight of Food Weight Unit

Source of Primary Income (Please enter number of households for each)

Ontario Works Disability OAS/GAINS/PPP/PPD Employment Insurance Working

Number of Volunteer Hours

Number of Hours

Fresh Produce Donations Received

Amount from Private Gardens Weight Unit

Amount from Farms/Orchards Weight Unit

Amount from Grocery Stores Weight Unit

Food Rescue from Corporate Sources

Amount of Rescued Food Weight Unit

DATA ENTRY SCREEN: FOODBANK

- ✓ FoodBruceGrey.com was designed to use whatever data the food organizations were already collecting.
- ✓ Each group is encouraged to collect all of the data points.
- ✓ Food banks collect the most data as they usually have “intake forms”
- ✓ All food banks were offered a free scale.
- ✓ Data is easy to enter and literally takes just a few minutes.
- ✓ When finished simply press “Submit”
- ✓ We will enter data for any organization that asks



Identifying Information

☐ Don't see your organization?

Month of Report

Data Submission

Number of Meals Provided

Number of Volunteer Hours



Fresh Produce Donations Received

Amount from Private Gardens

Amount from Farms/Orchards

Amount from Grocery Stores

Food Rescue from Corporate Sources

Amount of Rescued Food

DATA ENTRY SCREEN: MEAL PROGRAM

- ✓ As with the Food Banks the Meal data was designed to be based on what data the groups were already collecting.
- ✓ Scales have been offered and accepted by all of the operating programs.
- ✓ Strongly lobbying to add Food Rescue in smaller communities.
- ✓ Data is easy to enter.
- ✓ Simona is trying to establish more links with Second Harvests and community gardens.



Identifying Information



Month of Report



Data Submission



Number of Volunteer Hours



DATA ENTRY SCREEN COMMUNITY GARDEN

- ✓ All of the food organizations and Public Health want to encourage more consumption of nutritionally dense food for vulnerable people.
- ✓ To provide metrics All of the operating gardens have been given scales for 2021 so their contributions can be measured.

Change starts here.



The app is showing data from 100% of the operating meal programs, currently 6 programs have not re-opened because of Covid-19. Please note April 2020 starts at 10,000 meals, the total number of meals, and the average number of meals per day.



Food Rescue Diverted from Corporate Sources

Select Organization

All

Select Relative Date Range

Last 12 Months

3/18/2020 - 3/17/2021

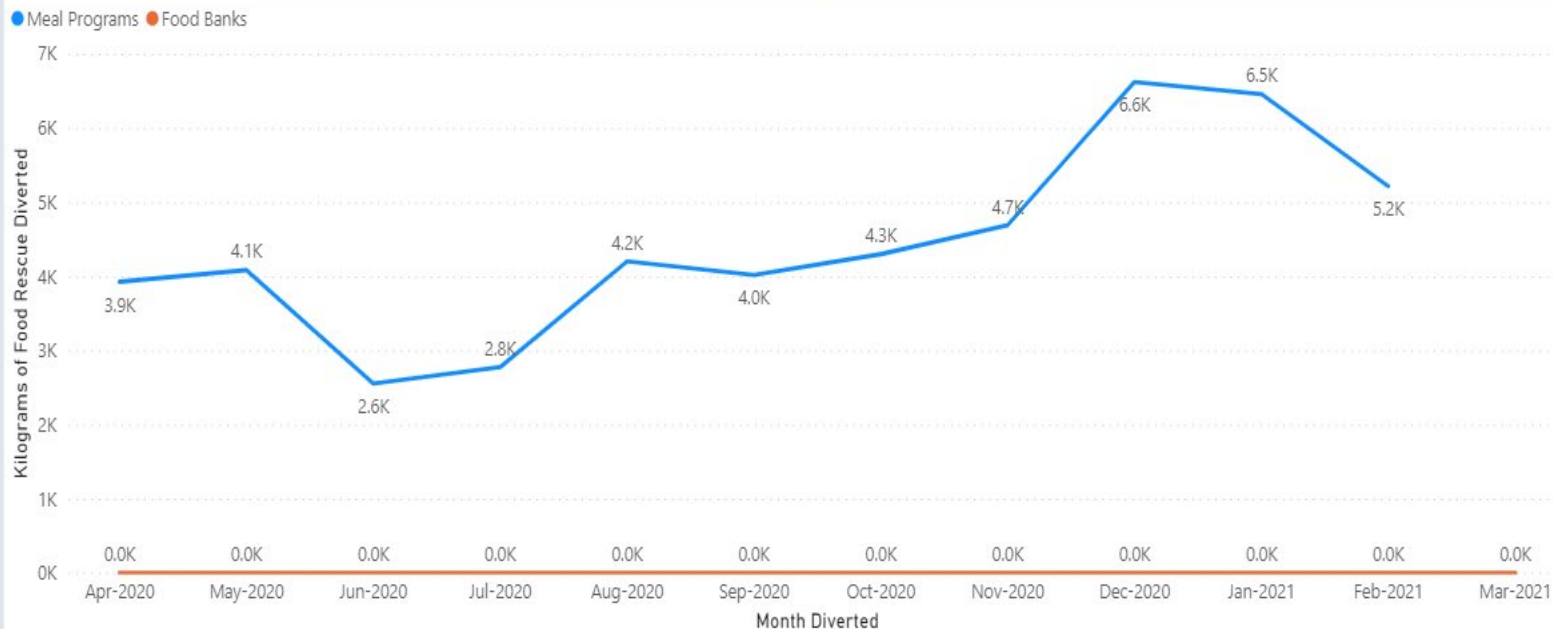
Total Kilograms of Food Rescue Diverted

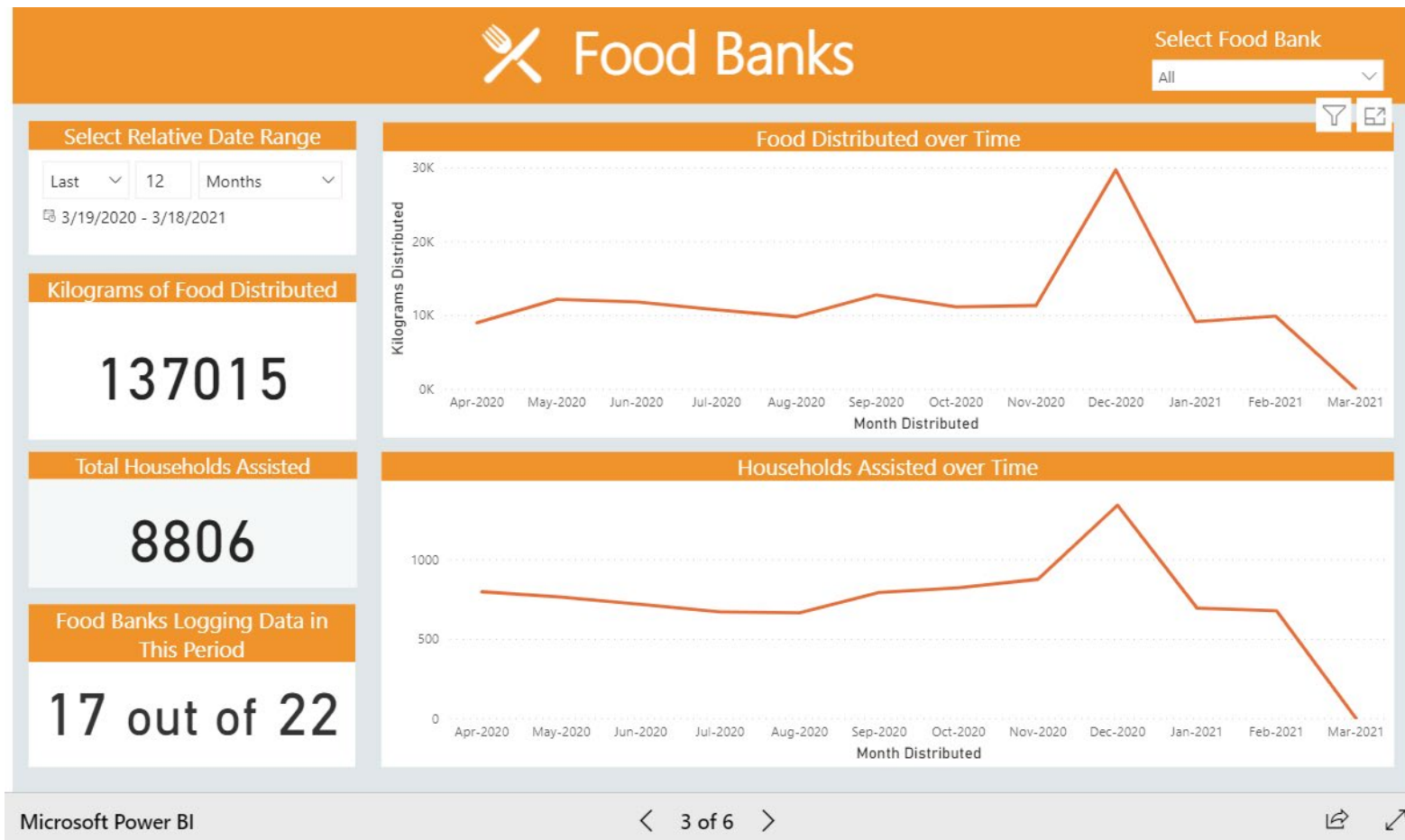
48,848.53

Meal Programs / Food Banks Logging Data in This Period

30 out of 41

Food Rescue Diverted from Corporate Sources Over Time





In 2020 Food Bank use remained relatively steady. CERB was likely a factor and it is very interesting compared to the explosive growth of Meal Programs.

Change starts here.

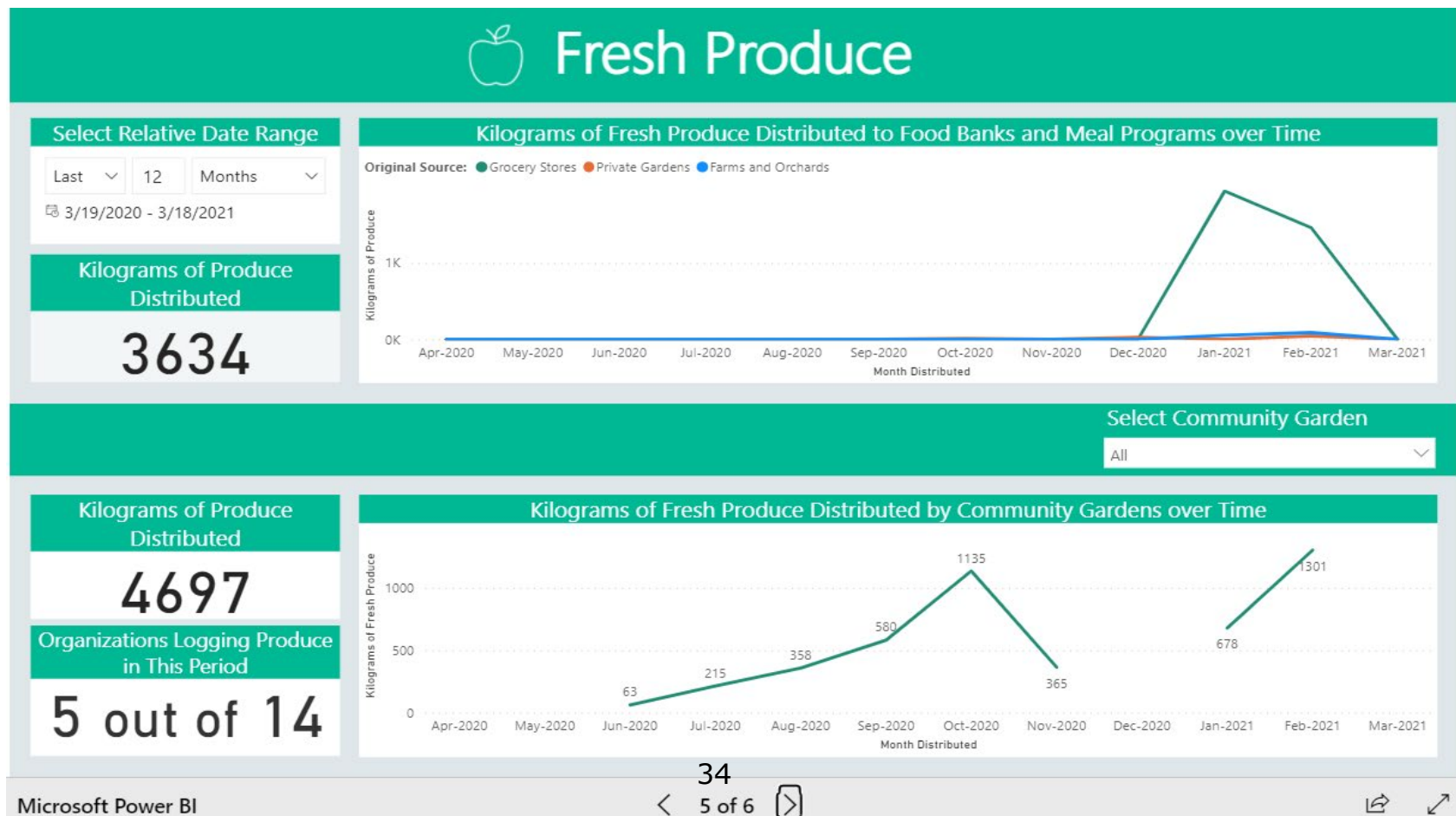


The data that Food Banks collect helps to provide useful trends on who is needing help in our region.





In 2020 the Pandemic precautions didn't permit Community Gardens on public lands to open until well after the start of the growing season and as a result few gardens operated. In 2021, everyone is hoping for much more of a significant contribution from the gardens and gleaning for the meal programs and food banks.

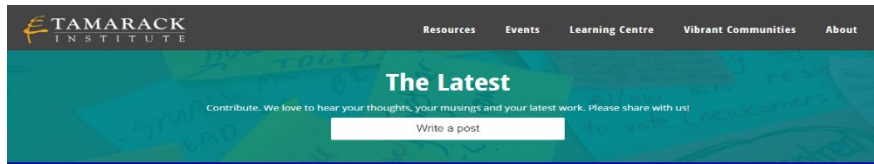


Change starts here.



The volunteers from all of the food programs deserve our thanks. Many are in vulnerable age categories. Fortunately with the support of Public Health they continue to deliver an incredible service to our communities. Most groups, have only recently begun to track their hours.





Finding Local Data During COVID-19: Bruce Grey Tracks Food Insecurity

Posted on December 17, 2020
By Natasha Pei

[Twitter](#) [LinkedIn](#) [StumbleUpon](#) [Facebook](#) [Google+](#)

At the best of times, good local population-level data is difficult to find to inform poverty reduction efforts. With the added pressures of COVID-19, it is critical now more than ever to understand the changing face of poverty – who is in need, to what extent, what supports are available, and whether people are able to and accessing those supports. However, common data challenges roundtables face include:

- Inability to disaggregate data by local geographic region
- Inability to disaggregate data by target demographics
- Delays in data release (out-of-date data sets)
- Representativeness of the sample group
- Confidentiality
- Expense
- Non-collection (ex. hidden homelessness; lack of surveys)

In the midst of a pandemic, when access to census data is unrepresentative of current realities and changes are occurring rapidly, how do we find good data to guide service and program delivery and uncover policy implications? In Bruce Grey, the response is local data sharing amongst community partners and service agencies.

A new "Food Bruce Grey App" is capturing and sharing back food collection and distribution statistics, user demographic information and volunteer efforts across the region.



THE REACTION TO THIS UNIQUE TOOL

- ❑ The Tamarack Institute featured the app drawing attention at a national level.
- ❑ TVO mentioned that app when it featured Chesley Baptist Church's weekly meal program
- ❑ Edmonton and Windsor/Essex have received a briefing on the food app and each has asked us to address their council.
- ❑ The Food App was the focus of attention at the *Global Food Security* conference at Centennial College.
- ❑ Every Mayor, Chief, MP, and MPP has received an invitation to use this tool. In addition all local media outlets have also received instructions on using this tool.
- ❑ Presentations have been made to local service clubs, municipal counsels, and anyone and everyone who is interested in building awareness of Food Insecurity.



HOW IS THE DATA ALREADY BEING USED?

- ☐ The data helped to identify the number of children in each community for several local support projects.
- ☐ Several food organizations are using the data to support grant applications.
- ☐ The Town of Saugeen Shores created a permanent link on their website to FoodBruceGrey.com to highlight Food Insecurity in their community and to help foster solutions.
- ☐ Many food organizations are using the data and their graphs for their board reports and for local media.





Challenges and Goals for 2021

- ☐ We need the continued support all organizations in the collection of data and the sharing of knowledge and resources.
- ☐ To convince the remaining food organizations to share their data and to continue to educate decision-makers on the importance of this issue. For example: OSHaRE and the way they share data and food with all organizations.
- ☐ Expanding Food Rescue to more area retailers, using the model OSHaRE has created.
- ☐ To use the data from this tool to support programs, educate, and to be able to provide tangible ways to measure the impact of those programs helping to “BREAK THE CYCLE” and find solutions to Food Insecurity.
- ☐ Raise awareness of other food related resources such as [Foodthoughts.ca](https://www.foodthoughts.ca)



WELCOME TO FOOD THOUGHTS

A place for those dedicated to and interested in, solving the Food Insecurity Needs of Bruce
Grey



THANK-YOU

Any Questions?

Schedule A – Request to Appear as a Delegation

I wish to appear before Council on: **MAY 5, 2021**

(Please print clearly)

CONTACT NAME: DARLENE LAMBERTI, CENTRE GREY HEALTH SERVICES FOUNDATION	
Additional Speaker: HARVEY FRASER, GERRY MCNALTY	
ADDRESS: 55 ISLA ST. MARKDALE ON	
POSTAL CODE: N0C 1H0	TELEPHONE #: (519) 377-9234
E-MAIL ADDRESS: dlamberti@cghsfoundation.com	

New Delegation

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

**NEW MARKDALE HOSPITAL PROJECT UPDATE
& FUNDING (PRESENTATION ATTACHED)**

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):

**TO BRING COUNCIL UP-TO-DATE ON THIS
PROJECT, AND TO DISCUSS PLEDGE AND FUNDING.**

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)

N/A

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.



Apr. 20/21
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

May 5, 2021

Council Date: _____

Municipal Clerk Initials: LG

Township of Southgate Delegation Protocol

The purpose of the delegation process is to allow residents to make their views known to Council. Council values and welcomes input, comments and constructive suggestions. Since Council generally has to consider a large number of issues and concerns at any given time, the following protocol is to be observed:

1. In accordance with the Township of Southgate Procedure By-law, a delegate shall be allowed to speak for ten (10) minutes.
2. A delegation shall consist of no more than two (2) persons with a total speaking time of not more than ten (10) minutes. When a number of people are to appear representing one viewpoint or interest group, it is expected that the group be represented by a spokesperson, and/or submit written submissions.
3. When called upon by the Chair at Council meetings, the delegation (speaker) should proceed immediately to the podium or table in the Council Chambers.
4. Speakers are asked to keep their remarks as brief as reasonably possible. Comments when stated in a clear, concise and factual manner are very much appreciated.
5. In order to reduce the possibility of any misunderstanding and to facilitate necessary follow-up, the Clerk shall be provided with a written copy of the presentation, which will become part of the official corporate records. If you intend to read from a prepared text, a copy of this text must be filed with the Clerk with your original request to appear as a delegation. If you do not intend to read from a prepared text, all key points that you wish to cover must be included with your request. If additional information is to be provided at the meeting, 12 copies shall be supplied to the Clerk prior to the meeting start time for circulation.
6. Discussion topics, other than the subject matter of the written request to appear as a delegation, will not be permitted. Further, subsequent delegations on the same topic, without significant new information, will not be permitted.
7. Persons addressing Council shall confine their remarks to the business stated in their written request to be heard, and such shall be presented in a respectful and professional manner, and their conduct shall be governed by the provisions set out in the Procedure By-law.
8. Council members may ask questions for clarification purposes. Statements from Council members or debate on the issue are not permitted at this stage. The matter will be referred to staff to prepare a report with a recommendation. Debate as required would take place after receiving the staff report.
9. Delegations will not be permitted on items that will be the subject to an upcoming public meeting pursuant to the Planning Act, unless exceptional circumstances apply, which have been reviewed and approved by Council. Persons should present their concerns and opinions at the scheduled public meeting where their comments can be considered along with all other submissions. Delegations or presentations to Council after the public meeting has been completed and before Council has made its determination will not be permitted.

**NEW MARKDALE HOSPITAL
CONSTRUCTION UNDERWAY!
ESTIMATED MOVE IN; EARLY 2023**

MARKDALE HOSPITAL
GREY BRUCE HEALTH SERVICES





QUALITIES OF THE NEW HOSPITAL

- 68,000 square feet over 2 floors
- Double the ambulatory care space
- Larger ER, improved layout
- New, modern equipment
- Better spaces for family visitors
- Advanced emission control & Air circulation
- Better working conditions for staff
- State-of-the-art hospital in your community

SPACES IN THE NEW HOSPITAL

- 24/7 Emergency room with state-of-the-art equipment & 4 treatment areas
- Ambulatory care clinics
- (more ambulatory care space than in any of the GBHS rural sites)
- Palliative care room
- Diagnostic imaging
- Laboratory
- Physiotherapy
- Two ambulance bays
- Café
- Space for spiritual care
- Parking for 100 cars, and 3 horse & buggy spaces



IMPACT

- \$70+ Million investment solidifies future of healthcare for Centre Grey
- Workers on site for 2 yrs of construction, with direct benefit to local businesses
- Local economy will continue to benefit from annual wages paid to people across the region

FINANCIAL BOOST FROM A LOCAL HOSPITAL

- 1 hospital job supports 2 spin off jobs
- \$1 spent in the hospital = \$2.30 addition business activity

EACH Physician

- Supports 4 full time jobs
 - Generates approx \$205,000 in GDP
 - More than \$50,000 in tax revenues
- (figures from OMA)



FINANCIAL OVERVIEW OF THE PROJECT

Cost of the new build

\$68,000,000 - \$70,000,000

OUR COMMUNITY COMMITMENT TO OUR HOSPITAL

- Our community share of the bricks and mortar, plus all equipment, furniture, and fixtures and equipment (which are NOT paid for by government)
- As in other years, the Foundation is committed to support local and regional health improvement during the two years of building
- Two years of campaign costs including all Foundation operations to spark a community passion to invest in healthcare

\$12,500,000

Funds people, groups and businesses have already given
(all gifts to previous campaign plus designated gifts since)

\$7,800,000

Committed from other Municipalities
(including \$400,000 from the Township of Southgate)

\$2,000,000

Total already contributed or committed

\$ 9,800,000

Gap to be filled

\$ 2,700,000

OUR REQUEST TO THE TOWNSHIP OF SOUTHGATE

- We thank you for rising to the challenge 15 years ago, with your agreement to invest in local healthcare
- We are grateful that you have stood by us all these years
- Your patience and commitment to healthcare is exemplary
- It is our privilege to have you as a valued partner in this project



OUR REQUEST TO THE TOWNSHIP OF SOUTHGATE

- That we collect on the generous \$400,000 pledge made in 2005
- In addition, we respectfully ask that you consider a modest increase in your municipalities investment in healthcare by \$60,000
- This represents an increase of approx 1% per year since original pledge (15% overall)
- Reflecting the growth across the area in the last decade or more
- Could be payable over the next five years (\$12,000/yr for 5 years), or on a schedule that is most suitable to the Township of Southgate



**A strong community hospital
is only possible through
strong community support**



Thank you



Township of Southgate Minutes of Council Meeting

April 21, 2021

7:00 PM

Electronic Participation

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

Staff Present: Dave Milliner, CAO
Jim Ellis, Public Works Manager
Bev Fisher, CBO
Clinton Stredwick, Planner
Lindsey Green, Clerk
Elisha Milne, Legislative Assistant
Kayla Best, HR Coordinator
Holly Malynyk, Customer Service and Support

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 #**

Council recordings will be available on the Township of Southgate [YouTube Channel](#) following the meeting.

2. Call to Order

Mayor Woodbury called the meeting to order at 7:00 PM.

3. Open Forum - Register in Advance

Tom Arnott, Heather Arnott and Robert Caprini each spoke at Open Forum regarding Staff Report PL2021-032 - Wilders Lake Subdivision. Their comments can be viewed [here](#).

4. Confirmation of Agenda

No. 2021-203

Moved By Deputy Mayor Milne

Seconded By Councillor Dobreen

Be it resolved that Council confirm the agenda as amended to move the Correspondence Consent Item - Integrity Commissioner's Periodic Report forward to allow for discussion with the Integrity Commissioners while present at the meeting following confirmation of the agenda.

Carried

5. Correspondence Consent (for information)

5.1 Integrity Commissioner's Periodic Report - received March 31, 2021

No. 2021-204

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive the Integrity Commissioners Periodic Report as information.

Carried

6. Declaration of Pecuniary Interest

Deputy Mayor Brian Milne declared a pecuniary interest to Staff Report PL2021-032 - Wilders Lake Subdivision due to the applicant being a family member and did not participate in the discussion or vote.

7. Adoption of Minutes

No. 2021-205

Moved By Councillor Dobreen

Seconded By Deputy Mayor Milne

Be it resolved that Council approve the minutes from the April 7, 2021 Council and Closed Session meetings as presented.

Carried

8. Reports of Municipal Officers

8.1 Public Works Manager Jim Ellis

8.1.1 PW2021-020 Dundalk Reserve Capacity 2021

No. 2021-206

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that Council receive Staff Report PW2021-020 for information; and

That Council approve the recommendations for the endorsement of the report for the Dundalk Water and Sewage Treatment Reserve Capacity as prepared by Triton Engineering Services Ltd; and

That Council approves these reports to be forwarded to the Ministry of Environment, Conservation and Parks (MECP) District Office in Owen Sound and the Grey County Planning Department for their review and comment on the Dundalk Water and Sewage Treatment Reserve Capacity 2021 calculations.

Carried

8.2 Chief Administrative Officer Dave Milliner

8.2.1 CAO2021-030 Southgate Vacancy Tax Rebate Program Cancellation Report

No. 2021-207

Moved By Councillor Rice

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report CAO2021-030 as information; and

That Council approve the cancellation of the Vacancy Tax Rebate program in Southgate effective July 1st, 2021; and

That Council consider approval of By-law 2021-054 to cancel the Vacancy Tax Rebate program in Southgate

Carried

8.2.2 By-law 2021-054 - Vacancy Tax Rebate Program Opt-out

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-208

Moved By Councillor Sherson

Seconded By Councillor Frew

Be it resolved that by-law number 2021-054 being a by-law to opt-out of the Vacant Unit Rebate Program under Section 364 of the Municipal Act, 2001 as amended 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 (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

8.2.3 CAO2021-031 Affordable Housing Advisory Committee Report

No. 2021-209

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report CAO2021-031 as information; and

That Council approve the creation of a Southgate Affordable Housing Advisory Committee in the Township of Southgate to develop recommendations to Council over the next 12 months to create an Affordable and Attainable Housing Strategy for the Township to consider for our community; and

That Council receive, consider and provide feedback to staff on the Draft Southgate Affordable Housing Advisory Committee, Terms of Reference document to provide guidance to and to establish the structure of the committee for approval by Council at a future meeting

Carried

8.2.4 CAO2021-032 White Rose Subdivision Preliminary Acceptance and Letter of Credit Reduction Report

No. 2021-210

Moved By Councillor Rice

Seconded By Councillor Dobreen

Be it resolved that Council receive staff report CAO2021-032 as information; and

That Council approve the White Rose Park Phase I & II Residential Development project for the Preliminary Acceptance of the Phase III & IV External Works; and

That Council approve the White Rose Park Phase I & II Residential Development project Letter of Credit security reduction based on the Preliminary Acceptance of the Phase III & IV External Works to reduce the Letter of Credit requirement to \$115,000.00 being retained by the Township of Southgate; and

That Council approve the White Rose Park Phase I & II Residential Development project for the Internal Works

based on Engineering site inspections of the completed works, to reduce this portion of Letter of Credit to \$435,000.00 being retained by the Township of Southgate for a total Letter of Credit requirement of \$550,000.00.

Carried

8.3 HR Coordinator Kayla Best

8.3.1 HR2021-008 COVID-19 Vaccination Draft Policy #87

No. 2021-211

Moved By Councillor Frew

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report HR2021-008 for information; and

That Council approve the Draft Policy #87 COVID-19 Vaccination Policy as presented for review and discussion; and

That Council consider approval of the Policy #87 Vaccination Policy by municipal by-law at the May 5, 2021 Council meeting.

Carried

Council recessed at 8:16 PM and returned at 8:25 PM.

8.4 Planner Clinton Stredwick

8.4.1 PL2021-28 - ZBA C15-20 - Paul S Martin

No. 2021-212

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that Council receive Staff Report PL2021-028 for information; and

That Council consider approval of By-law 2021-058.

Carried

8.4.2 By-law 2021-058 - ZBA C15-20 - Paul S Martin

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-213

Moved By Councillor Dobreen

Seconded By Councillor Frew

Be it resolved that by-law number 2021-058 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 Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

8.4.3 PL2021-30 - SP7-21 - Sharpe Farm Supplies Ltd.

No. 2021-214

Moved By Councillor Rice

Seconded By Councillor Sherson

Be it resolved that Council receive Staff Report PL2021-030 for information; and

That Council consider approval of By-law 2021-056 authorizing the entering into a Site Plan Agreement.

Carried

8.4.4 By-law 2021-056 Site Plan Agreement 7-21 - Sharpe Farm Supplies Ltd

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-215

Moved By Deputy Mayor Milne

Seconded By Councillor Shipston

Be it resolved that by-law number 2021-056 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 Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

8.4.5 PL2021-31 - SP8-21 - 772186 Highway 10 Ltd

No. 2021-216

Moved By Councillor Sherson

Seconded By Councillor Dobreen

Be it resolved that Council receive Staff Report PL2021-031 for information; and

That Council consider approval of By-law 2021-057 authorizing the entering into a Site Plan Agreement.

Carried

8.4.6 By-law 2021-057 Site Plan Amending Agreement 8-21 - 772186 Highway 10 Ltd

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-217

Moved By Councillor Frew

Seconded By Councillor Shipston

Be it resolved that by-law number 2021-057 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 Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

8.4.7 PL2021-032-Wilders Lake Subdivision

Deputy Mayor Brian Milne declared a pecuniary interest to Staff Report PL2021-032 - Wilders Lake Subdivision due to the applicant being a family member and did not participate in the discussion or vote.

No. 2021-218

Moved By Councillor Sherson

Seconded By Councillor Rice

Be it resolved that Council receive Staff Report PL2021-032 for information; and

That Council direct staff to forward this report and the recommended conditions of draft approval (attachment 3) on to the County of Grey; and

That Council direct staff to prepare a Zoning By-law amendment to implement the proposed plan of subdivision at a future Council Meeting.

Carried

9. By-laws and Motions

None.

10. Notice of Motion

None.

11. Consent Items

11.1 Regular Business (for information)

No. 2021-219

Moved By Councillor Sherson

Seconded By Deputy Mayor Milne

Be it resolved that Council approve the items on the Regular Business consent agenda dated April 21, 2021 and direct staff to proceed with all necessary administrative actions.

Carried

11.1.1 HR2021-010 Administrative Support Hiring

11.1.2 PW2021-017 Department Report

11.1.3 PW2021-018 Egremont Landfill Monitoring Report 2019/2020

11.1.4 PW2021-019 Dundalk Landfill Biennial Monitoring Report

11.1.5 March 2021 Cheque Register

11.1.6 Mayor Woodbury OGRA Conference Report

11.1.7 Mayor Woodbury ROMA Conference Report

11.2 Correspondence (for information)

No. 2021-220

Moved By Councillor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive the items on the Correspondence consent agenda dated April 21, 2021 as information.

Carried

11.2.1 MPAC 2020 Annual Report - received April 8, 2021

11.2.2 Grey Bruce Public Health - Media Release COVID-19 Vaccine Progress - End of Phase One - received April 8 2021

11.2.3 MTAOPD - Ontario's Stay at Home Order - Transit Agencies - received April 9, 2021

11.2.4 MMAH - Declaration of Provincial Emergency under the EMPCA and Amendments to the ROA - received April 13, 2021

11.2.5 JunCtian Community Initiatives - Southgate Strategic 2021 - received April 14, 2021

11.2.6 TAPMO Spring Newsletter - received April 14, 2021

11.2.7 GBPHU Media Release COVID-19 Critical Threshold - received April 14, 2021

11.2.8 GBPHU Media Release Grey Bruce COVID-19 Critical Threshold – Stay at home - received April 15, 2021

11.3 Resolutions of Other Municipalities (for information)

No. 2021-221

Moved By Deputy Mayor Milne

Seconded By Councillor Rice

Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated April 21, 2021 as information.

Carried

11.3.1 Town of Caledon - Support for 988 a 3-digit Suicide and Crisis Prevention Hotline - received April 01, 2021

11.3.2 Township of Hudson - Support for Fire Departments - received April 1, 2021

11.3.3 Town of Amherstburg - Support for Universal Paid Sick Days in Ontario - received April 6, 2021

11.3.4 Town of Amherstburg - Support for Amendments to the Agricultural Tile Drainage Installation Act - received April 6, 2021

11.3.5 Municipality of Grey Highlands - Broadband Collaboration Resolution - received April 7, 2021

**11.3.6 Lake of Bays Muskoka - Colour Coded Capacity Limits
Letter to City of Sarnia - received April 08, 2021**

**11.3.7 Township of Zorra - Joint and Several Liability -
received April 8, 2021**

**11.3.8 Township of Essa - Support -Schedule 3 Bill 257 -
received April 9, 2021**

**11.3.9 Township of Georgian Bay - Planning Act Timeline
Support - received April 14, 2021**

11.4 Closed Session (for information)

None.

12. County Report

The highlights from the most recent County Council meeting can be found [here](#).

13. Members Privilege - Good News & Celebrations

Mayor Woodbury encouraged members of Council and the community to continue to support small businesses and volunteer where needed in the community amidst the COVID-19 pandemic.

14. Closed Meeting

None.

15. Confirming By-law

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-222

Moved By Councillor Frew

Seconded By Councillor Dobreen

Be it resolved that by-law number 2021-059 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 April 21, 2021 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 (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

Carried (7 to 0)

16. Adjournment

No. 2021-223

Moved By Deputy Mayor Milne

Be it resolved that Council adjourn the meeting at 9:37 PM.

Carried

Mayor John Woodbury

Clerk Lindsey Green



Staff Report FIRE2021-007

Title of Report: FIRE2021-007- 2021 Purchase of Scott Air Packs
Department: Fire
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report FIRE2021-007 for information; and
That Council approve the purchase of 8 Scott Air Packs using funds from the Melancthon Fire Reserve and Fire Infrastructure Reserve accounts.

Background:

In the 2022 capital budget the Dundalk Fire Department has \$34,000.00 set to purchase 4 Scott Air Packs. Currently the Dundalk Fire Department are operating using a 2216 PSI system with two models the AP 50 and the AP 75.

Staff Comments:

One of our suppliers M&L Supply has just received a trade in of Scott AP 75 Air Packs from Niagara on the Lake Fire Department as they have upgraded to the newest model of Scott Air Packs using a 4500 PSI cylinder. These air packs come with a 2-year warranty from M&L supply and will cost approximately \$1,500.00 each.

Staff recommends that Council approve the purchase of 8 Scott Air Packs from M&L Supply for approximately \$12,000.00 using \$4,000.00 from the Melancthon Fire Reserve and the remaining balance to be paid out of Fire Infrastructure Reserve. The \$34,000.00 set for 4 new air packs in the 2022 budget can be allocated and used to pay debt of the new fire apparatus.

Currently some of our AP 50 Scott Air Packs are from the years 1997 and 2002. This purchase would bring all of our air packs used in front line trucks up to the AP 75 models and be 2010 or newer. In the future these packs can be modified to use 4500 PSI cylinders so the township can slowly phase them in over several years instead of an expensive lump sum purchase.

Financial Implications:

Funds would be used from the Melancthon Fire Reserve (\$65,580.57 as of December 2020) and the Fire Infrastructure Reserve accounts (\$251,383.51 as of December 2020).

Communications & Community Action Plan Impact:

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

Concluding Comments:

Staff recommends that Council receive Staff Report FIRE2021-007 for information; and that Council approve the purchase of the Scott Air Packs from M&L Supply using funds from the Melancthon Fire Reserve and Fire Infrastructure Reserve accounts.

Respectfully Submitted,

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

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

Attachments: None.



Staff Report FIN2021-012

Title of Report: **FIN2021-012 Financial Report – December 2020**

Department: **Finance**

Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report FIN2021-012 Financial Report - December 2020 as information; and

That Council approves the 2020 transfers from or to Reserves, Deferred Revenue and Reserve Funds as presented.

Background:

Municipal Act, 2001 s. 290(1) requires a municipality shall:

“prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality, including, amounts sufficient to pay all debts of the municipality falling due within the year”.

On February 4, 2020, Council received Staff Report FIN2020-050 2020 Budget which amended the 2020 Budget to a requirement from taxation of \$7,584,704.

On May 6, 2020, Council received Staff Report FIN2020-008 which contained a financial report for the 3 months ended March 31, 2020.

On May 20, 2020, Council received Staff Report FIN2020-010 which contained a financial report for the 4 months ended April 30, 2020.

On June 17, 2020, Council received Staff Report FIN2020-012 which contained a financial report for the 5 months ended May 31, 2020.

On August 5, 2020, Council received Staff Report FIN2020-017 which contained a financial report for the 6 months ended June 30, 2020.

On September 2, 2020, Council received Staff Report FIN2020-019 which contained a financial report for the 7 months ended July 31, 2020.

On September 16, 2020, Council received Staff Report FIN2020-023 which contained a financial report for the 8 months ended August 31, 2020.

On November 4, 2020, Council received Staff Report FIN2020-027 which contained a financial report for the 9 months ended September 30, 2020.

On December 2, 2020, Council received Staff Report FIN2020-031 which contained a financial report for the 10 months ended October 31, 2020 and a projected financial report for the year ended December 31, 2020.

On January 13, 2021, Council received Staff Report FIN2021-004 which contained a financial report for the 11 months ended November 30, 2020 and an updated projected financial report for the year ended December 31, 2020, which assumed transfers to/from reserves to achieve a surplus/deficit of \$Nil, assuming the following transfers to/from reserves of:

Contribution to the Tax Stabilization Reserve - General	\$ 536,896.05
Contribution to Library Reserves	\$ 37,053.32
Contribution to Winter Maintenance Reserves	\$ 22,240.00
Tax-Supported Department Transfer Total	<u>\$ 596,189.37</u>
Contribution to Wastewater Reserves	\$ 189,318.94
Contribution to Water Reserve	<u>\$ 158,102.81</u>
Non-Tax Support Department Transfer Total	<u>\$ 347,421.75</u>

Staff Comments:

A pre-audit financial report for the 12 months ended December 31, 2020 has been prepared (on a fund accounting basis). See the attachment for explanations of the more significant variances.

The audited 2020 financial statements, prepared on a Public Sector Accounting Board (PSAB) basis, are scheduled to be presented to Council for approval on July 7, 2021.

A comparison of 2020 Capital – Budget vs Actual reflecting the \$2,055,854 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 - 2020 Actual, provided as Attachment 3, which reflects tax stabilization transfers.

Financial Implications:

For the year ended December 31, 2020, 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 Tax Stabilization Reserve - General	\$ 315,559.41
Contribution to Library Infrastructure Reserve	\$ 23,966.37
Contribution to Tax Stabilization Reserve - Winter Maintenance	<u>\$ 143,947.98</u>
Tax-Supported Department Transfer Total	<u>\$ 483,473.76</u>
Contribution to Wastewater Reserve	\$ 180,178.47
Contribution to Water Reserve	<u>\$ 80,814.61</u>
Non-Tax Support Department Transfer Total	<u>\$ 260,993.08</u>

The amount raised from taxation in 2020 for Capital and Special Projects was \$2,055,854 contributed to the Capital Fund, Capital Reserve, or expended on a special project.

The schedule of Reserves, Deferred Revenue and Reserve Funds presented has an ending balance of \$17,287,372.09, an increase of \$4,136,430.80. The increase is mainly due to the collection of development charges, contributions to tax/rate stabilization reserves, and creation of the Safe Restart/COVID-19 Reserve.

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, 2020, 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 - 2020 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** 2020 Financial Report for the 12 months ended December 31, 2020
- 2** 2020 Capital – Budget vs Actual
- 3** 2020 Reserves, Reserve Funds, and Obligatory Reserves Schedule

Attachment 1

		2019		2020			Budget vs Actual Variance		
		Actual		Annual Budget	Pre-audit Actual		%	\$	Comments
Tax-Supported:									
Revenues									
General Taxation		6,662,674.57		7,584,704.00	7,584,704.00		100.0%	-	-
General Revenues		8,054,029.30		7,077,097.00	7,527,657.32		106.4%	450,560.32	LT Tax/Supplementals (\$96k); PILS (\$6k); Safe Restart/COVID Grant \$195k; Pen & Int \$56k; Bank Interest \$35k; Gas Tax (\$6k); County and School Board Taxes and Supplementals \$208k; Fees and Charges \$22k; Building Rentals (\$10k); Royalties \$44k
Administration, Finance, and Clerks		58,256.67		26,900.00	23,407.95		87.0%	(3,492.05)	Misc Rev \$15k [Tax Registration Charges]; Contr from Res (\$19k) [Grants]
Council		-		-	-			-	-
Transit		-		-	55,100.00			55,100.00	Grant \$55k
Fire		155,743.52		125,177.00	159,568.69		127.5%	34,391.69	Misc Call-out Rev \$33k
Police		9,901.45		5,600.00	14,953.52		267.0%	9,353.52	PY Surplus \$4k; Misc Rev \$4k
Conservation Authority		-		-	-			-	-
Building		489,331.34		320,000.00	597,389.12		186.7%	277,389.12	Permits \$277k
Other Protective Services		31,905.00		33,250.00	26,140.00		78.6%	(7,110.00)	Canine: Tag Rev (\$3k); Kennel Rev (\$4k)
Roads		96,486.36		55,800.00	98,005.69		175.6%	42,205.69	Gravel License Rev \$27k; Snow plowing \$8k
Solid Waste		227,887.88		193,100.00	242,599.66		125.6%	49,499.66	Tsfr Station \$18k; Blue Cart Rev \$35k
Health Services		31,281.44		37,000.00	212,946.12		575.5%	175,946.12	Tsfr from Res \$180k (Mt Forest Hospital Grant)
Cemetery		25,049.85		31,227.00	36,605.28		117.2%	5,378.28	Sales \$5k
Recreation		412,732.69		372,205.00	337,953.34		90.8%	(34,251.66)	Holstein Park (\$3k); Swinton Park (\$1k); Proton Station Park (\$1k); Hopeville Park (\$1k)
									Tsfr from Fund 1 (\$4k); F Mac (\$4k); Pool (\$8k); Ball Park (\$3k); Camp/Pavillion (\$4k)
									Tsfr from Fund 1 \$36k; Auditorium (\$9k); Ice Rental (\$31k)
Library		233,939.62		266,290.00	264,207.03		99.2%	(2,082.97)	-
									Op Rev (\$2k)
Planning		131,974.34		113,000.00	284,787.25		252.0%	171,787.25	Planning Fees (\$16k); Developer Recoveries \$188k
Industrial Land		73,207.77		1,000,000.00	(7,000.00)		-0.7%	(1,007,000.00)	Industrial Land Sales (\$1,007k)
Agriculture		170,360.56		217,967.00	230,397.50		105.7%	12,430.50	Tile Drain Receipts \$10k
Economic Development		-		-	-			-	-
Total Revenues		16,864,762.36		17,459,317.00	17,689,422.47		101.3%	230,105.47	

Attachment 1

		2019	2020		Budget vs Actual Variance		
		Actual	Annual Budget	Pre-audit Actual	%	\$	Comments
Tax-Supported:							
Expenses							
General Taxation		-	-	-		-	
General Revenues		5,500,795.56	5,743,101.00	6,510,592.86	113.4%	767,491.86	Contr to Res [Gas Tax] (\$6k); County and School Board \$208k; Contr to Res: Royalties \$44k; Safe Restart \$195k; Cannabis \$10k; 2020 Surplus \$316k
Administration, Finance, and Clerks		2,655,814.81	1,263,302.00	1,170,777.27	92.7%	(92,524.73)	Finance: Wages (\$5k); Contract Svcs \$10k; Comp Soft (\$14k); Write-offs \$28k; Donations (\$19k); Utilities (\$8k); Mun Prop (\$14k) Clerks: Wages (\$41k); Legal (\$17k); Conferences & Training (\$10k) Admin: Contracted Svcs \$9k; Conf & Travel (\$6k)
Council		221,192.10	255,070.00	178,325.85	69.9%	(76,744.15)	Wages (\$38k); Legal (\$15k); Conferences (\$14k); Travel (\$8k)
Transit		26,332.17	27,000.00	87,938.79	325.7%	60,938.79	SMART Levy \$6k; Grant to County \$55k
Fire		523,435.57	689,928.00	586,391.43	85.0%	(103,536.57)	Wages (\$119k); Truck Mtce \$8k; Hal Mtce & Util \$8k; Conferences (\$6k); Staff Train \$9k
Police		1,146,640.75	1,177,471.00	1,174,351.82	99.7%	(3,119.18)	Conferences (\$4k)
Conservation Authority		107,840.00	112,626.00	112,458.19	99.9%	(167.81)	
Building		489,331.34	320,000.00	597,389.12	186.7%	277,389.12	Wages \$7k; Legal (\$18k); Conferences (\$14k); Interfunctional Trsf \$11k; Cont to Res [2020 Surplus] \$286k
Other Protective Services		59,122.73	161,669.00	99,162.54	61.3%	(62,506.46)	Prop Stds: Wages (\$9k); Legal (\$49k)
Roads		3,192,316.79	3,676,606.00	3,797,892.68	103.3%	121,286.68	Street lighting \$9k; Drainage \$47k; Gravel Pits (\$46k); Bridge Mtce (\$21k); Surface Mtce \$127k; Signage (\$13k); Works Depots (\$18k); Equip Mtce \$19k
Solid Waste		996,997.14	1,039,411.00	1,062,092.73	102.2%	22,681.73	Admin (\$33k); Tsfr Station \$25k; Collection \$17k; Recycling \$10k
Health Services		102,881.44	110,750.00	286,696.12	258.9%	175,946.12	Grant \$200k (Mt Forest Hospital); Cont to Res (Mt Forest) (\$20k)
Cemetery		21,874.17	45,554.00	50,718.33	111.3%	5,164.33	
Recreation		830,932.56	797,200.00	816,363.94	102.4%	19,163.94	Park \$2k; Hopeville Park (\$5k); Proton Station Park (\$1k); Lisanti Park (\$2k)
							F. Mac (\$2k); Pool (\$10k); Ball Park (\$2k); Camp/Pav (\$9k); Admin \$2k
							Admin (\$31k); Plant/surface \$13k; Auditorium \$19k
Library		468,308.62	537,454.00	538,371.03	100.2%	917.03	Mt Forest Library \$3k
							(\$6k); Tsfr to Res [2020 Surplus] \$24k
Planning		183,266.23	149,874.00	341,088.18	227.6%	191,214.18	Developer Recoverable Costs \$200k
Industrial Land		73,207.77	1,025,000.00	31,668.07	3.1%	(993,331.93)	Contr to Ind Land Reserves (\$1,015k); Engineering \$23k
Agriculture		163,752.62	232,867.00	221,187.15	95.0%	(11,679.85)	Tile Drain Payments (\$14k)
Economic Development		100,719.99	94,434.00	25,956.37	27.5%	(68,477.63)	Wages (\$58k); Other Expenses (\$10k)
Total Expenses		16,864,762.36	17,459,317.00	17,689,422.47	101.3%	230,105.47	
Prior year (Surplus) Deficit - tax supported		-	-	-		0.00	
Current YTD (Surplus) Deficit - tax-supported		-	-	-		0.00	

Staff Report FIN2021-012 Financial Report - December 2020
Attachment 1

	2019	2020		Budget vs Actual Variance		
	Actual	Annual Budget	Pre-audit Actual	%	\$	Comments
Non-Tax-Supported:						
Revenues						
Sanitary Sewers	761,864.84	772,000.00	906,570.87	117.4%	134,570.87	Billings \$133k
Water	635,000.07	1,031,425.00	1,067,995.42	103.5%	36,570.42	Billings \$61k; Cont from Res [Watermain & Well D5 P&I] (\$51k); Sale of Meters \$22k
	1,396,864.91	1,803,425.00	1,974,566.29	109.5%	171,141.29	
Expenses						
Sanitary Sewers	761,864.84	772,000.00	906,570.87	117.4%	134,570.87	Lagoon (\$28k); Admin (\$13k); Contr to Res [2020 Surplus]
Water	635,000.07	1,031,425.00	1,067,995.42	103.5%	36,570.42	Meters \$45k; Watermain (\$29k); Wells (\$46k); Contr to Res [2020 Surplus] \$81k
	1,396,864.91	1,803,425.00	1,974,566.29	109.5%	171,141.29	
Current YTD (Surplus) Deficit - non-tax-supported						
	-	-	-	-	-	

4.1	2020 Summary
4.2	Administration
4.3	Public Health
4.4	Council
4.5	Planning
4.6	Building
4.7	Industrial Land
4.8	Economic Development
4.9	Fire
4.10	Recreation
4.11	Library
4.12	Roads
4.13	Solid Waste
4.14	Cemetery
4.15	Wastewater
4.16	Water

Township of Southgate 2020 Capital and Special Projects - Budget vs Actual 10 yr Capital and Special Project Plan													General Fund Expense					4.1 2020 Summary Page 2 of 24	
Project Funding																			
Description	Prior year	Current year	Total	Contribution	Contribution	Grants	Donations	Sale of Assets	Debt Issuance	Future year	Sub-total	Transfer to	Transfer to	Debt	Current Year				
	unfunded			from												from Restricted	Unrestricted	Reserves	Reserves
	expenditure	expenditure	requiring funding	Reserves	Reserves					funding									
Administration	\$ -	\$ 14,000.00	\$ 14,000.00	\$ -	\$ 900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900.00	\$ 13,100.00	\$ 26,900.00	\$ -	\$ 40,000.00				
Public Health	\$ -	\$ 28,000.00	\$ 28,000.00	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 3,000.00	\$ 70,750.00	\$ -	\$ 73,750.00				
Council	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 10,000.00	\$ -	\$ 13,000.00				
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,500.00	\$ -	\$ 19,500.00				
Building	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -				
Industrial Land	\$ -	\$ 1,710,000.00	\$ 1,710,000.00	\$ 270,000.00	\$ 1,430,000.00	\$ -	\$ -	\$ 1,000,000.00	\$ -	\$ -	\$ 2,700,000.00	\$ (990,000.00)	\$ 1,015,000.00	\$ -	\$ 25,000.00				
Economic Development	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 10,000.00	\$ 2,000.00	\$ -	\$ 12,000.00				
Fire	\$ -	\$ 68,000.00	\$ 68,000.00	\$ -	\$ 39,450.00	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -	\$ 46,450.00	\$ 21,550.00	\$ 41,350.00	\$ -	\$ 62,900.00				
Recreation	\$ -	\$ 311,250.00	\$ 311,250.00	\$ 5,500.00	\$ 4,500.00	\$ 211,313.00	\$ -	\$ -	\$ 75,937.00	\$ -	\$ 297,250.00	\$ 14,000.00	\$ 122,900.00	\$ -	\$ 136,900.00				
Library	\$ -	\$ 26,000.00	\$ 26,000.00	\$ -	\$ 9,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,900.00	\$ 16,100.00	\$ 10,000.00	\$ -	\$ 26,100.00				
Roads	\$ -	\$ 2,288,000.00	\$ 2,288,000.00	\$ 92,500.00	\$ 635,645.00	\$ 236,674.00	\$ 35,000.00	\$ 751,500.00	\$ 282,055.00	\$ -	\$ 2,033,374.00	\$ 254,626.00	\$ 623,700.00	\$ 379,392.00	\$ 1,257,718.00				
Solid Waste	\$ -	\$ 470,000.00	\$ 470,000.00	\$ -	\$ 20,250.00	\$ -	\$ -	\$ 40,000.00	\$ 373,000.00	\$ -	\$ 433,250.00	\$ 36,750.00	\$ 176,200.00	\$ 144,036.00	\$ 383,986.00				
Cemetery	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00	\$ 3,800.00	\$ 1,200.00	\$ -	\$ 5,000.00				
Sub-total - taxation funded	\$ -	\$ 4,963,250.00	\$ 4,963,250.00	\$ 388,000.00	\$ 2,175,645.00	\$ 454,987.00	\$ 35,000.00	\$ 1,792,700.00	\$ 730,992.00	\$ -	\$ 5,577,324.00	\$ (614,074.00)	\$ 2,119,500.00	\$ 523,428.00	\$ 2,055,854.00				
Wastewater	\$ -	\$ 350,000.00	\$ 350,000.00	\$ -	\$ 350,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000.00	\$ -	\$ 498,294.00	\$ -	\$ 498,294.00				
Water	\$ -	\$ 137,000.00	\$ 137,000.00	\$ -	\$ 515,525.00	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -	\$ 530,525.00	\$ (393,525.00)	\$ 152,506.00	\$ 393,525.00	\$ 152,506.00				
Sub-total - non-taxation funded	\$ -	\$ 487,000.00	\$ 487,000.00	\$ -	\$ 865,525.00	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -	\$ 880,525.00	\$ (393,525.00)	\$ 650,800.00	\$ 393,525.00	\$ 650,800.00				
2020 Budget	\$ -	\$ 5,450,250.00	\$ 5,450,250.00	\$ 388,000.00	\$ 3,041,170.00	\$ 454,987.00	\$ 35,000.00	\$ 1,807,700.00	\$ 730,992.00	\$ -	\$ 6,457,849.00	\$ (1,007,599.00)	\$ 2,770,300.00	\$ 916,953.00	\$ 2,706,654.00				
Administration	\$ -	\$ 25,609.58	\$ 25,609.58	\$ 15,112.43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,112.43	\$ 10,497.15	\$ 29,502.85	\$ -	\$ 40,000.00				
Public Health	\$ -	\$ 232,100.42	\$ 232,100.42	\$ 180,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 205,000.00	\$ 27,100.42	\$ 46,649.58	\$ -	\$ 73,750.00				
Council	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000.00	\$ -	\$ 13,000.00				
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,500.00	\$ -	\$ 19,500.00				
Building	\$ -	\$ 17,090.59	\$ 17,090.59	\$ -	\$ 17,090.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,090.59	\$ -	\$ -	\$ -	\$ -				
Industrial Land	\$ -	\$ 35,249.89	\$ 35,249.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,249.89	\$ 10,249.89	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00				
Economic Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000.00	\$ -	\$ 12,000.00				
Fire	\$ -	\$ 64,271.05	\$ 64,271.05	\$ -	\$ 40,334.95	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -	\$ 47,334.95	\$ 16,936.10	\$ 45,963.90	\$ -	\$ 62,900.00				
Recreation	\$ -	\$ 349,660.51	\$ 349,660.51	\$ 111,455.54	\$ 238,204.97	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ 355,660.51	\$ (6,000.00)	\$ 142,900.00	\$ -	\$ 136,900.00				
Library	\$ -	\$ 24,518.09	\$ 24,518.09	\$ -	\$ 8,754.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,754.64	\$ 15,763.45	\$ 10,336.55	\$ -	\$ 26,100.00				
Roads	\$ 83,524.20	\$ 2,171,388.33	\$ 2,254,912.53	\$ 196,620.23	\$ 915,439.40	\$ -	\$ 55,194.45	\$ 40,000.00	\$ -	\$ 3,785.47	\$ 1,211,039.55	\$ 1,043,872.98	\$ 135,380.82	\$ 62,481.49	\$ 1,257,718.00				
Solid Waste	\$ 200,359.26	\$ 32,026.52	\$ 232,385.78	\$ -	\$ -	\$ -	\$ -	\$ 32,026.52	\$ 50,238.41	\$ -	\$ 82,264.93	\$ 150,120.85	\$ 62,800.00	\$ 148,006.07	\$ 383,986.00				
Cemetery	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00	\$ -	\$ -	\$ 1,800.00	\$ 3,200.00	\$ 1,800.00	\$ -	\$ 5,000.00				
Sub-total - taxation funded	\$ 283,883.46	\$ 2,956,914.98	\$ 3,240,798.44	\$ 503,188.20	\$ 1,244,824.55	\$ 13,000.00	\$ 55,194.45	\$ 73,826.52	\$ -	\$ 64,273.77	\$ 1,954,307.49	\$ 1,286,490.95	\$ 519,833.70	\$ 210,487.56	\$ 2,055,854.00				
Wastewater	\$ -	\$ 63,693.70	\$ 63,693.70	\$ -	\$ 62,235.99	\$ -	\$ 1,457.71	\$ -	\$ -	\$ -	\$ 63,693.70	\$ -	\$ 678,472.47	\$ -	\$ 678,472.47				
Water	\$ -	\$ 443,864.64	\$ 443,864.64	\$ -	\$ 703,585.77	\$ -	\$ -	\$ 51,000.97	\$ 31,750.46	\$ -	\$ 786,337.20	\$ (342,472.56)	\$ 233,320.61	\$ 272,712.80	\$ 233,320.61				
Sub-total - non-taxation funded	\$ -	\$ 507,558.34	\$ 507,558.34	\$ -	\$ 765,821.76	\$ -	\$ 1,457.71	\$ 51,000.97	\$ 31,750.46	\$ -	\$ 850,030.90	\$ (342,472.56)	\$ 911,793.08	\$ 272,712.80	\$ 911,793.08				
2020 Actual	\$ 283,883.46	\$ 3,464,473.32	\$ 3,748,356.78	\$ 503,188.20	\$ 2,010,646.31	\$ 13,000.00	\$ 56,652.16	\$ 124,827.49	\$ -	\$ 96,024.23	\$ 2,804,338.39	\$ 944,018.39	\$ 1,431,626.78	\$ 483,200.36	\$ 2,967,647.08				

10 yr Capital and Special Project Plan				Project Funding															
Description	Prior year	Current year	Total	Contribution		Grants	Donations	Sale of Assets	Debt Issuance	Future year	Sub-total	Transfer to	Transfer to	Debt	Debt Interest	Current Year			
	unfunded		expenditure	from	Contribution														
	expenditure		requiring funding	Unrestricted	from Restricted														
				Reserves	Reserves					funding		Capital Fund	Reserves	Repayment		Taxation / Rates			
Administration	\$ -	\$ 11,609.58	\$ 11,609.58	\$ 15,112.43	\$ (900.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,212.43	\$ (2,602.85)	\$ 2,602.85	\$ -	\$ -	\$ -			
Public Health	\$ -	\$ 204,100.42	\$ 204,100.42	\$ 180,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180,000.00	\$ 24,100.42	\$ (24,100.42)	\$ -	\$ -	\$ 0.00			
Council	\$ -	\$ (3,000.00)	\$ (3,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (3,000.00)	\$ 3,000.00	\$ -	\$ -	\$ -			
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Building	\$ -	\$ 7,090.59	\$ 7,090.59	\$ -	\$ 7,090.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,090.59	\$ -	\$ -	\$ -	\$ -	\$ -			
Industrial Land	\$ -	\$ (1,674,750.11)	\$ (1,674,750.11)	\$ (270,000.00)	\$ (1,430,000.00)	\$ -	\$ -	\$ (1,000,000.00)	\$ -	\$ 10,249.89	\$ (2,689,750.11)	\$ 1,015,000.00	\$ (1,015,000.00)	\$ -	\$ -	\$ (0.00)			
Economic Development	\$ -	\$ (30,000.00)	\$ (30,000.00)	\$ (20,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (20,000.00)	\$ (10,000.00)	\$ 10,000.00	\$ -	\$ -	\$ -			
Fire	\$ -	\$ (3,728.95)	\$ (3,728.95)	\$ -	\$ 884.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 884.95	\$ (4,613.90)	\$ 4,613.90	\$ -	\$ -	\$ 0.00			
Recreation	\$ -	\$ 38,410.51	\$ 38,410.51	\$ 105,955.54	\$ 233,704.97	\$ (205,313.00)	\$ -	\$ -	\$ (75,937.00)	\$ -	\$ 58,410.51	\$ (20,000.00)	\$ 20,000.00	\$ -	\$ -	\$ -			
Library	\$ -	\$ (1,481.91)	\$ (1,481.91)	\$ -	\$ (1,145.36)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,145.36)	\$ (336.55)	\$ 336.55	\$ -	\$ -	\$ (0.00)			
Roads	\$ 83,524.20	\$ (116,611.67)	\$ (33,087.47)	\$ 104,120.23	\$ 279,794.40	\$ (236,674.00)	\$ 20,194.45	\$ (711,500.00)	\$ (282,055.00)	\$ 3,785.47	\$ (822,334.45)	\$ 789,246.98	\$ (488,319.18)	\$ (316,910.51)	\$ 15,982.71	\$ 0.00			
Solid Waste	\$ 200,359.26	\$ (437,973.48)	\$ (237,614.22)	\$ -	\$ (20,250.00)	\$ -	\$ -	\$ (7,973.48)	\$ (373,000.00)	\$ 50,238.41	\$ (350,985.07)	\$ 113,370.85	\$ (113,400.00)	\$ 3,970.07	\$ (3,940.92)	\$ (0.00)			
Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600.00	\$ -	\$ -	\$ 600.00	\$ (600.00)	\$ 600.00	\$ -	\$ -	\$ -			
Sub-total - taxation funded	\$ 283,883.46	\$ (2,006,335.02)	\$ (1,722,451.56)	\$ 115,188.20	\$ (930,820.45)	\$ (441,987.00)	\$ 20,194.45	\$ (1,718,873.48)	\$ (730,992.00)	\$ 64,273.77	\$ (3,613,016.51)	\$ 1,900,564.95	\$ (1,599,666.30)	\$ (312,940.44)	\$ 12,041.79	\$ (0.00)			
Wastewater	\$ -	\$ (286,306.30)	\$ (286,306.30)	\$ -	\$ (287,764.01)	\$ -	\$ 1,457.71	\$ -	\$ -	\$ -	\$ (286,306.30)	\$ -	\$ 180,178.47	\$ -	\$ -	\$ 180,178.47			
Water	\$ -	\$ 306,864.64	\$ 306,864.64	\$ -	\$ 188,060.77	\$ -	\$ -	\$ 36,000.97	\$ -	\$ 31,750.46	\$ 255,812.20	\$ 51,052.44	\$ 80,814.61	\$ (120,812.20)	\$ 69,759.76	\$ 80,814.61			
Sub-total - non-taxation funded	\$ -	\$ 20,558.34	\$ 20,558.34	\$ -	\$ (99,703.24)	\$ -	\$ 1,457.71	\$ 36,000.97	\$ -	\$ 31,750.46	\$ (30,494.10)	\$ 51,052.44	\$ 260,993.08	\$ (120,812.20)	\$ 69,759.76	\$ 260,993.08			
2020 Variance	\$ 283,883.46	\$ (1,985,776.68)	\$ (1,701,893.22)	\$ 115,188.20	\$ (1,030,523.69)	\$ (441,987.00)	\$ 21,652.16	\$ (1,682,872.51)	\$ (730,992.00)	\$ 96,024.23	\$ (3,643,510.61)	\$ 1,951,617.39	\$ (1,338,673.22)	\$ (433,752.64)	\$ 81,801.55	\$ 260,993.08			
											\$ -	\$ -				\$ -			

10 yr Capital and Special Project Plan					Project Funding																
		<u>Prior year</u> <u>unfunded</u> <u>expenditure</u>	<u>Current year</u> <u>expenditure</u>	<u>Total</u> <u>expenditure</u> <u>requiring funding</u>	<u>Contribution</u> <u>from</u> <u>Unrestricted</u> <u>Reserves</u>	<u>Contribution</u> <u>from Restricted</u> <u>Reserves</u>					<u>Future year</u> <u>funding</u>			<u>Sub-Total</u> <u>Budget</u>	<u>Transfer to</u> <u>Capital Fund</u>	<u>Transfer to</u> <u>Reserves</u>	<u>Debt Repayment</u>	<u>Debt Interest</u>	<u>Current Year</u> <u>Taxation</u>		
Description							<u>Grants</u>	<u>Donations</u>	<u>Sale of Assets</u>	<u>Debt Issuance</u>		<u>Comment</u>									
Administration																					
2020																					
1051	Technology - Computers		\$ 1,500.00	\$ 1,500.00										\$ -	\$ 1,500.00				\$ 1,500.00		
1052	Office Furniture/ Equipment/ Chairs		\$ 2,500.00	\$ 2,500.00										\$ -	\$ 2,500.00				\$ 2,500.00		
	Contrib to Infrastructure Res			\$ -										\$ -	\$ -	\$ 26,900.00			\$ 26,900.00		
				\$ -										\$ -	\$ -				\$ -		
				\$ -										\$ -	\$ -				\$ -		
Capital Projects		\$ -	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ 4,000.00	\$ 26,900.00	\$ -	\$ -	\$ 30,900.00		
Asset Management Plan			\$ 10,000.00	\$ 10,000.00		\$ 900.00						DC		\$ 900.00	\$ 9,100.00				\$ 9,100.00		
			\$ -	\$ -										\$ -	\$ -				\$ -		
				\$ -										\$ -	\$ -				\$ -		
				\$ -										\$ -	\$ -				\$ -		
				\$ -										\$ -	\$ -				\$ -		
Special Projects		\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 900.00	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 900.00	\$ 9,100.00	\$ -	\$ -	\$ -	\$ 9,100.00		
Total Budget		\$ -	\$ 14,000.00	\$ 14,000.00	\$ -	\$ 900.00	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 900.00	\$ 13,100.00	\$ 26,900.00	\$ -	\$ -	\$ 40,000.00		
1051	Technology - Computers		\$ 25,609.58	\$ 25,609.58	\$ 15,112.43							Safe Restart Grant		\$ 15,112.43	\$ 10,497.15				\$ 10,497.15		
1052	Office Furniture/ Equipment/ Chairs			\$ -										\$ -	\$ -				\$ -		
	Contrib to Infrastructure Res			\$ -										\$ -	\$ -	\$ 29,502.85			\$ 29,502.85		
				\$ -										\$ -	\$ -				\$ -		
				\$ -										\$ -	\$ -				\$ -		
Capital Projects		\$ -	\$ 25,609.58	\$ 25,609.58	\$ 15,112.43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 15,112.43	\$ 10,497.15	\$ 29,502.85	\$ -	\$ -	\$ 40,000.00		
Asset Management Plan				\$ -										\$ -	\$ -				\$ -		
				\$ -										\$ -	\$ -				\$ -		
				\$ -										\$ -	\$ -				\$ -		
				\$ -										\$ -	\$ -				\$ -		
				\$ -										\$ -	\$ -				\$ -		
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Actual		\$ -	\$ 25,609.58	\$ 25,609.58	\$ 15,112.43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ 15,112.43	\$ 10,497.15	\$ 29,502.85	\$ -	\$ -	\$ 40,000.00		

10 yr Capital and Special Project Plan					Project Funding														
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	Debt Interest	Current Year Taxation		
Administration																			
	Technology - Computers	\$ -	\$ 24,109.58	\$ 24,109.58	\$ 15,112.43	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,112.43	\$ 8,997.15	\$ -	\$ -	\$ -	\$ 8,997.15		
	Office Furniture/ Equipment/ Chairs	\$ -	\$ (2,500.00)	\$ (2,500.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (2,500.00)	\$ -	\$ -	\$ -	\$ (2,500.00)		
	Contrib to Infrastructure Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 2,602.85	\$ -	\$ -	\$ 2,602.85		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Capital Projects	\$ -	\$ 21,609.58	\$ 21,609.58	\$ 15,112.43	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,112.43	\$ 6,497.15	\$ 2,602.85	\$ -	\$ -	\$ 9,100.00		
	Asset Management Plan	\$ -	\$ (10,000.00)	\$ (10,000.00)	\$ -	\$ (900.00)	\$ -	\$ -	\$ -	\$ -		\$ (900.00)	\$ (9,100.00)	\$ -	\$ -	\$ -	\$ (9,100.00)		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Special Projects	\$ -	\$ (10,000.00)	\$ (10,000.00)	\$ -	\$ (900.00)	\$ -	\$ -	\$ -	\$ -		\$ (900.00)	\$ (9,100.00)	\$ -	\$ -	\$ -	\$ (9,100.00)		
	Total Variance	\$ -	\$ 11,609.58	\$ 11,609.58	\$ 15,112.43	\$ (900.00)	\$ -	\$ -	\$ -	\$ -		\$ 14,212.43	\$ (2,602.85)	\$ 2,602.85	\$ -	\$ -	\$ -		

10 yr Capital and Special Project Plan										Project Funding									
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	Debt Interest	Current Year Taxation		
Public Health																			
2020																			
3531-760 Medical Clinic Reserve			\$ -									\$ -	\$ -	\$ 50,750.00			\$ 50,750.00		
Capital Projects			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 50,750.00	\$ -	\$ -	\$ 50,750.00		
Grant - Mount Forest Hospital																			
3530-770 (Emergency Department Expansion)				\$ -							Year 7 of 10	\$ -	\$ -	\$ 20,000.00			\$ 20,000.00		
Grant - Durham & Community Health											No specific project								
3530-770 Care Foundation			\$ 1,500.00	\$ 1,500.00								\$ -	\$ 1,500.00				\$ 1,500.00		
Grant - Mt Forest & Area Health											General								
3530-770 Professional Recruitment Committee			\$ 1,500.00	\$ 1,500.00							Operations	\$ -	\$ 1,500.00				\$ 1,500.00		
Grant - South East Grey Community Health Centre - Seniors and Youth Programs		\$ 25,000.00	\$ 25,000.00		\$ 25,000.00						Year 3 of 10	\$ 25,000.00	\$ -				\$ -		
			\$ -									\$ -	\$ -				\$ -		
			\$ -									\$ -	\$ -				\$ -		
Special Projects			\$ -	\$ 28,000.00	\$ 28,000.00	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 3,000.00	\$ 20,000.00	\$ -	\$ -	\$ 23,000.00		
Total Budget			\$ -	\$ 28,000.00	\$ 28,000.00	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 3,000.00	\$ 70,750.00	\$ -	\$ -	\$ 73,750.00		
Dundalk Medical Clinic Reserve				\$ 4,100.42	\$ 4,100.42							\$ -	\$ 4,100.42	\$ 46,649.58			\$ 50,750.00		
Capital Projects			\$ -	\$ 4,100.42	\$ 4,100.42	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 4,100.42	\$ 46,649.58	\$ -	\$ -	\$ 50,750.00		
Grant - Mount Forest Hospital (Emergency Department Expansion)				\$ 200,000.00	\$ 200,000.00	\$ 180,000.00					\$120,000 MF Reserve, \$60,000 Markdale Res to be repaid	\$ 180,000.00	\$ 20,000.00				\$ 20,000.00		
Grant - Durham & Community Health Care Foundation				\$ 1,500.00	\$ 1,500.00						No specific project	\$ -	\$ 1,500.00				\$ 1,500.00		
Grant - Mt Forest & Area Health Professional Recruitment Committee				\$ 1,500.00	\$ 1,500.00						General Operations	\$ -	\$ 1,500.00				\$ 1,500.00		
Grant - South East Grey Community Health Centre - Seniors and Youth Programs				\$ 25,000.00	\$ 25,000.00		\$ 25,000.00				Year 3 of 10	\$ 25,000.00	\$ -				\$ -		
			\$ -									\$ -	\$ -				\$ -		
			\$ -									\$ -	\$ -				\$ -		
Special Projects			\$ -	\$ 228,000.00	\$ 228,000.00	\$ 180,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ 205,000.00	\$ 23,000.00	\$ -	\$ -	\$ -	\$ 23,000.00		
Total Actual			\$ -	\$ 232,100.42	\$ 232,100.42	\$ 180,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ 205,000.00	\$ 27,100.42	\$ 46,649.58	\$ -	\$ -	\$ 73,750.00		
Dundalk Medical Clinic Reserve			\$ -	\$ 4,100.42	\$ 4,100.42	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 4,100.42	\$ (4,100.42)	\$ -	\$ -	\$ 0.00		
Capital Projects			\$ -	\$ 4,100.42	\$ 4,100.42	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 4,100.42	\$ (4,100.42)	\$ -	\$ -	\$ 0.00		
Grant - Mount Forest Hospital (Emergency Department Expansion)			\$ -	\$ 200,000.00	\$ 200,000.00	\$ 180,000.00	\$ -	\$ -	\$ -	\$ -		\$ 180,000.00	\$ 20,000.00	\$ (20,000.00)	\$ -	\$ -	\$ -		
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			\$ -	\$ 200,000.00	\$ 200,000.00	\$ 180,000.00	\$ -	\$ -	\$ -	\$ -		\$ 180,000.00	\$ 20,000.00	\$ (20,000.00)	\$ -	\$ -	\$ -		
Total Variance			\$ -	\$ 204,100.42	\$ 204,100.42	\$ 180,000.00	\$ -	\$ -	\$ -	\$ -		\$ 180,000.00	\$ 24,100.42	\$ (24,100.42)	\$ -	\$ -	\$ 0.00		

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10 yr Capital and Special Project Plan					Project Funding												
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	Debt Interest	Current Year Taxation
Planning																	
2020																	
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5010-770 Tsfr to Reserves: Planning/Zoning			\$ -									\$ -	\$ -	\$ 10,000.00			\$ 10,000.00
5010-770 Tsfr to Res: Strategic Plan			\$ -									\$ -	\$ -	\$ 6,000.00			\$ 6,000.00
5010-770 Transfer to Res: OMB			\$ -									\$ -	\$ -	\$ 3,500.00			\$ 3,500.00
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 19,500.00	\$ -	\$ -	\$ 19,500.00
Total Budget	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 19,500.00	\$ -	\$ -	\$ 19,500.00
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -									\$ -	\$ -	\$ 10,000.00			\$ 10,000.00
			\$ -									\$ -	\$ -	\$ 6,000.00			\$ 6,000.00
			\$ -									\$ -	\$ -	\$ 3,500.00			\$ 3,500.00
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 19,500.00	\$ -	\$ -	\$ 19,500.00
Total Actual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 19,500.00	\$ -	\$ -	\$ 19,500.00
			\$ -									\$ -	\$ -	\$ -	\$ -	\$ -	#REF!
			\$ -									\$ -	\$ -	\$ -	\$ -	\$ -	#REF!
			\$ -									\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -									\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	#REF!
			\$ -									\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -									\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -									\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -									\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Variance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	#REF!

10 yr Capital and Special Project Plan				Project Funding															
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>Debt Interest</u>	<u>Current Year Taxation</u>	
Building																			
2020																			
1405	Drone		\$ 10,000.00	\$ 10,000.00		\$ 10,000.00							\$ 10,000.00	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
Capital Projects		\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Budget		\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	
1405	Drone		\$ 14,042.88	\$ 14,042.88		\$ 14,042.88							\$ 14,042.88	\$ -				\$ -	
	Multi-function printer		\$ 3,047.71	\$ 3,047.71		\$ 3,047.71							\$ 3,047.71	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
Capital Projects		\$ -	\$ 17,090.59	\$ 17,090.59	\$ -	\$ 17,090.59	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 17,090.59	\$ -	\$ -	\$ -	\$ -	\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Actual		\$ -	\$ 17,090.59	\$ 17,090.59	\$ -	\$ 17,090.59	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 17,090.59	\$ -	\$ -	\$ -	\$ -	\$ -	
	Drone	\$ -	\$ 4,042.88	\$ 4,042.88	\$ -	\$ 4,042.88	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 4,042.88	\$ -	\$ -	\$ -	\$ -	\$ -	
	Multi-function printer	\$ -	\$ 3,047.71	\$ 3,047.71	\$ -	\$ 3,047.71	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,047.71	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Projects		\$ -	\$ 7,090.59	\$ 7,090.59	\$ -	\$ 7,090.59	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 7,090.59	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Variance		\$ -	\$ 7,090.59	\$ 7,090.59	\$ -	\$ 7,090.59	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 7,090.59	\$ -	\$ -	\$ -	\$ -	\$ -	

10 yr Capital and Special Project Plan				Project Funding													
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	Debt Interest	Current Year Taxation
Industrial Land																	
2020																	
7201	Hwy 10 Bypass Rd - Construction - Phase 1		\$ 1,700,000.00	\$ 1,700,000.00	\$ 270,000.00	\$ 1,430,000.00							\$ 1,700,000.00	\$ -			\$ -
			\$ -										\$ -	\$ -			\$ -
			\$ -										\$ -	\$ -			\$ -
			\$ -										\$ -	\$ -			\$ -
Capital Projects		\$ -	\$ 1,700,000.00	\$ 1,700,000.00	\$ 270,000.00	\$ 1,430,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,700,000.00	\$ -	\$ -	\$ -	\$ -
	Sale of industrial land		\$ 10,000.00	\$ 10,000.00				\$ 1,000,000.00					\$ 1,000,000.00	\$ (990,000.00)	\$ 990,000.00		\$ -
	Hwy 10 Industrial Park Reserve			\$ -									\$ -	\$ -	\$ 25,000.00		\$ 25,000.00
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
Special Projects		\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00	\$ -	\$ -		\$ 1,000,000.00	\$ (990,000.00)	\$ 1,015,000.00	\$ -	\$ 25,000.00
Total Budget		\$ -	\$ 1,710,000.00	\$ 1,710,000.00	\$ 270,000.00	\$ 1,430,000.00	\$ -	\$ -	\$ 1,000,000.00	\$ -	\$ -		\$ 2,700,000.00	\$ (990,000.00)	\$ 1,015,000.00	\$ -	\$ 25,000.00
7201	Hwy 10 Bypass Rd - Engineering/Design		\$ 10,249.89	\$ 10,249.89						\$ 10,249.89	Cfwd to 2021		\$ 10,249.89	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
				\$ -									\$ -	\$ -			\$ -
Capital Projects		\$ -	\$ 10,249.89	\$ 10,249.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,249.89			\$ 10,249.89	\$ -	\$ -	\$ -	\$ -
	Sale of industrial land			\$ -							Cfwd to 2021		\$ -	\$ -			\$ -
	Contribution to Reserves (Roads)			\$ -									\$ -	\$ -			\$ -
	Operational spending on Hwy#10 Bypass Rd		\$ 25,000.00	\$ 25,000.00									\$ -	\$ 25,000.00			\$ 25,000.00
				\$ -									\$ -	\$ -			\$ -
Special Projects		\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
Total Actual		\$ -	\$ 35,249.89	\$ 35,249.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,249.89			\$ 10,249.89	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
	Hwy 10 Bypass Rd - Engineering/Design	\$ -	\$ (1,689,750.11)	\$ (1,689,750.11)	\$ (270,000.00)	\$ (1,430,000.00)	\$ -	\$ -	\$ -	\$ -	\$ 10,249.89		\$ (1,689,750.11)	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
Capital Projects		\$ -	\$ (1,689,750.11)	\$ (1,689,750.11)	\$ (270,000.00)	\$ (1,430,000.00)	\$ -	\$ -	\$ -	\$ -	\$ 10,249.89		\$ (1,689,750.11)	\$ -	\$ -	\$ -	\$ -
	Sale of industrial land	\$ -	\$ (10,000.00)	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ (1,000,000.00)	\$ -	\$ -		\$ (1,000,000.00)	\$ 990,000.00	\$ (990,000.00)	\$ -	\$ -
	Contribution to Reserves (Roads)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ (25,000.00)	\$ -	\$ (25,000.00)
	Operational spending on Hwy#10 Bypass Rd	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
Special Projects		\$ -	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ (1,000,000.00)	\$ -	\$ -		\$ (1,000,000.00)	\$ 1,015,000.00	\$ (1,015,000.00)	\$ -	\$ -
Total Variance		\$ -	\$ (1,674,750.11)	\$ (1,674,750.11)	\$ (270,000.00)	\$ (1,430,000.00)	\$ -	\$ -	\$ (1,000,000.00)	\$ -	\$ 10,249.89		\$ (2,689,750.11)	\$ 1,015,000.00	\$ (1,015,000.00)	\$ -	\$ -

10 yr Capital and Special Project Plan				Project Funding													
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	Debt Interest	Current Year Taxation
Economic Development																	
2020																	
7102 Downtown Improvements - General		\$ 30,000.00	\$ 30,000.00	\$ 20,000.00								\$ 20,000.00	\$ 10,000.00				\$ 10,000.00
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
Capital Projects	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 20,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00
7000-760 Downtown Improvements - Façade																	
			\$ -									\$ -	\$ -	\$ 2,000.00			\$ 2,000.00
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Total Budget	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 20,000.00	\$ 10,000.00	\$ 2,000.00	\$ -	\$ -	\$ 12,000.00
7102 Downtown Improvements - General			\$ -								Cfwd to 2021	\$ -	\$ -	\$ 10,000.00			\$ 10,000.00
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
7000-760 Downtown Improvements - Façade																	
			\$ -									\$ -	\$ -	\$ 2,000.00			\$ 2,000.00
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
Total Actual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 12,000.00	\$ -	\$ -	\$ 12,000.00
Downtown Improvements - General	\$ -	\$ (30,000.00)	\$ (30,000.00)	\$ (20,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (20,000.00)	\$ (10,000.00)	\$ 10,000.00	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Projects	\$ -	\$ (30,000.00)	\$ (30,000.00)	\$ (20,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (20,000.00)	\$ (10,000.00)	\$ 10,000.00	\$ -	\$ -	\$ -
Downtown Improvements - Façade	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Variance	\$ -	\$ (30,000.00)	\$ (30,000.00)	\$ (20,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (20,000.00)	\$ (10,000.00)	\$ 10,000.00	\$ -	\$ -	\$ -

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	Debt Interest	Current Year Taxation
Fire																		
2020																		
1201	Bunker Gear/PPE		\$ 16,000.00	\$ 16,000.00		\$ 10,200.00							\$ 10,200.00	\$ 5,800.00				\$ 5,800.00
	Contribution to Res (Infrastructure)			\$ -									\$ -	\$ -	\$ 34,350.00			\$ 34,350.00
1204	SCBA Air bottle replacements		\$ 9,000.00	\$ 9,000.00									\$ -	\$ 9,000.00				\$ 9,000.00
1205	Jaws of Life		\$ 40,000.00	\$ 40,000.00		\$ 26,250.00						DC	\$ 26,250.00	\$ 13,750.00				\$ 13,750.00
1205	New Defibrillator		\$ 3,000.00	\$ 3,000.00		\$ 3,000.00						DC	\$ 3,000.00	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
Capital Projects		\$ -	\$ 68,000.00	\$ 68,000.00	\$ -	\$ 39,450.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 39,450.00	\$ 28,550.00	\$ 34,350.00	\$ -	\$ -	\$ 62,900.00
Contribution to Res (Melancthon)				\$ -		\$ 7,000.00							\$ 7,000.00	\$ (7,000.00)	\$ 7,000.00			\$ -
				\$ -									\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -		\$ 7,000.00	\$ (7,000.00)	\$ 7,000.00	\$ -	\$ -	\$ -
Total Budget		\$ -	\$ 68,000.00	\$ 68,000.00	\$ -	\$ 39,450.00	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -		\$ 46,450.00	\$ 21,550.00	\$ 41,350.00	\$ -	\$ -	\$ 62,900.00
1201	Bunker Gear/PPE		\$ 15,928.80	\$ 15,928.80		\$ 10,200.00							\$ 10,200.00	\$ 5,728.80				\$ 5,728.80
	Contribution to Res (Infrastructure)			\$ -									\$ -	\$ -	\$ 38,963.90			\$ 38,963.90
1204	SCBA Air bottle replacements		\$ 8,162.31	\$ 8,162.31									\$ -	\$ 8,162.31				\$ 8,162.31
1205	Jaws of Life		\$ 40,179.94	\$ 40,179.94		\$ 30,134.95							\$ 30,134.95	\$ 10,044.99				\$ 10,044.99
1205	New Defibrillator		\$ -	\$ -								cfwd to 2021	\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
Capital Projects		\$ -	\$ 64,271.05	\$ 64,271.05	\$ -	\$ 40,334.95	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 40,334.95	\$ 23,936.10	\$ 38,963.90	\$ -	\$ -	\$ 62,900.00
	Contribution to Res (Melancthon)			\$ -		\$ 7,000.00							\$ 7,000.00	\$ (7,000.00)	\$ 7,000.00			\$ -
				\$ -									\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -		\$ 7,000.00	\$ (7,000.00)	\$ 7,000.00	\$ -	\$ -	\$ -
Total Actual		\$ -	\$ 64,271.05	\$ 64,271.05	\$ -	\$ 40,334.95	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -		\$ 47,334.95	\$ 16,936.10	\$ 45,963.90	\$ -	\$ -	\$ 62,900.00
	Bunker Gear/PPE	\$ -	\$ (71.20)	\$ (71.20)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (71.20)	\$ -	\$ -	\$ -	\$ (71.20)
	Contribution to Res (Infrastructure)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 4,613.90	\$ -	\$ -	\$ 4,613.90
	SCBA Air bottle replacements	\$ -	\$ (837.69)	\$ (837.69)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (837.69)	\$ -	\$ -	\$ -	\$ (837.69)
	Jaws of Life	\$ -	\$ 179.94	\$ 179.94	\$ -	\$ 3,884.95	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,884.95	\$ (3,705.01)	\$ -	\$ -	\$ -	\$ (3,705.01)
	New Defibrillator	\$ -	\$ (3,000.00)	\$ (3,000.00)	\$ -	\$ (3,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (3,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Projects		\$ -	\$ (3,728.95)	\$ (3,728.95)	\$ -	\$ 884.95	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 884.95	\$ (4,613.90)	\$ 4,613.90	\$ -	\$ -	\$ 0.00
	Contribution to Res (Melancthon)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Variance		\$ -	\$ (3,728.95)	\$ (3,728.95)	\$ -	\$ 884.95	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 884.95	\$ (4,613.90)	\$ 4,613.90	\$ -	\$ -	\$ 0.00

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10 yr Capital and Special Project Plan				Project Funding															
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	Debt Interest	Current Year Taxation	
Recreation																			
	Dundalk Arena Reserve			\$ -									\$ -	\$ -				\$ -	
	Rural Recreation Reserve			\$ -									\$ -	\$ -	\$ 10,000.00			\$ 10,000.00	
	Parkland Development and Amenities			\$ -									\$ -	\$ -				\$ -	
6018	Trail Development - Connections			\$ -									\$ -	\$ -				\$ -	
												Unit 309 transferred to Recreation for \$7,500. Unit 308 tsfrd to Roads for \$500. Net Recreation reserve use of \$7,000 shown in Roads Capital							
	Transfer of Pick Up Truck from Roads			\$ -									\$ -	\$ -				\$ -	
	Recreation Maintenance Equipment - growth			\$ -									\$ -	\$ -				\$ -	
	Recreation Infrastructure Reserve			\$ -									\$ -	\$ -	\$ 126,900.00			\$ 126,900.00	
6205	Auditorium Program Amenities			\$ -									\$ -	\$ -				\$ -	
6228	Auditorium Renovation/Elevator		\$ 349,660.51	\$ 349,660.51	\$ 111,455.54	\$ 238,204.97						County of Grey	\$ 349,660.51	\$ -				\$ -	
1162	Olde Town Hall - Renovation Phase 1 (Engineering/Plan)			\$ -									\$ -	\$ -				\$ -	
	Capital Projects	\$ -	\$ 349,660.51	\$ 349,660.51	\$ 111,455.54	\$ 238,204.97	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 349,660.51	\$ -	\$ 136,900.00	\$ -	\$ -	\$ 136,900.00	
	Contrib to Melancthon Res			\$ -			\$ 6,000.00						\$ 6,000.00	\$ (6,000.00)	\$ 6,000.00			\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -		\$ 6,000.00	\$ (6,000.00)	\$ 6,000.00	\$ -	\$ -	\$ -	
	Total Actual	\$ -	\$ 349,660.51	\$ 349,660.51	\$ 111,455.54	\$ 238,204.97	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -		\$ 355,660.51	\$ (6,000.00)	\$ 142,900.00	\$ -	\$ -	\$ 136,900.00	
	Dundalk Arena Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Rural Recreation Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Parkland Development and Amenities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Trail Development - Connections	\$ -	\$ (10,000.00)	\$ (10,000.00)	\$ (5,500.00)	\$ (4,500.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
	Transfer of Pick Up Truck from Roads	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Recreation Maintenance Equipment - growth	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Recreation Infrastructure Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	
	Auditorium Program Amenities	\$ -	\$ (20,000.00)	\$ (20,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (20,000.00)	\$ -	\$ -	\$ -	\$ (20,000.00)	
	Auditorium Renovation/Elevator	\$ -	\$ 349,660.51	\$ 349,660.51	\$ 111,455.54	\$ 238,204.97	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 349,660.51	\$ -	\$ -	\$ -	\$ -	\$ -	
	Olde Town Hall - Renovation Phase 1 (Engineering/Plan)	\$ -	\$ (281,250.00)	\$ (281,250.00)	\$ -	\$ -	\$ (205,313.00)	\$ -	\$ -	\$ (75,937.00)	\$ -		\$ (281,250.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
	Capital Projects	\$ -	\$ 38,410.51	\$ 38,410.51	\$ 105,955.54	\$ 233,704.97	\$ (205,313.00)	\$ -	\$ -	\$ (75,937.00)	\$ -		\$ 58,410.51	\$ (20,000.00)	\$ 20,000.00	\$ -	\$ -	\$ -	
	Contrib to Melancthon Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total Variance	\$ -	\$ 38,410.51	\$ 38,410.51	\$ 105,955.54	\$ 233,704.97	\$ (205,313.00)	\$ -	\$ -	\$ (75,937.00)	\$ -		\$ 58,410.51	\$ (20,000.00)	\$ 20,000.00	\$ -	\$ -	\$ -	

10 yr Capital and Special Project Plan					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	Debt Interest	Current Year Taxation	
Library																			
2020																			
6501	Library Collections - Replacement		\$ 9,500.00	\$ 9,500.00									\$ -	\$ 9,500.00				\$ 9,500.00	
6502	Library Collections - Growth		\$ 10,000.00	\$ 10,000.00		\$ 9,000.00						DC- Special Collection	\$ 9,000.00	\$ 1,000.00				\$ 1,000.00	
6521	Computers /e-resources		\$ 4,000.00	\$ 4,000.00		\$ 900.00						DC	\$ 900.00	\$ 3,100.00				\$ 3,100.00	
6522	Furniture/Furnishings		\$ 2,500.00	\$ 2,500.00									\$ -	\$ 2,500.00				\$ 2,500.00	
	Contr to Reserves- Infrastructure			\$ -									\$ -	\$ -	\$ 10,000.00			\$ 10,000.00	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
Capital Projects		\$ -	\$ 26,000.00	\$ 26,000.00	\$ -	\$ 9,900.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 9,900.00	\$ 16,100.00	\$ 10,000.00	\$ -	\$ -	\$ 26,100.00	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Budget		\$ -	\$ 26,000.00	\$ 26,000.00	\$ -	\$ 9,900.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 9,900.00	\$ 16,100.00	\$ 10,000.00	\$ -	\$ -	\$ 26,100.00	
6501	Library Collections - Replacement		\$ 8,643.21	\$ 8,643.21									\$ -	\$ 8,643.21				\$ 8,643.21	
6502	Library Collections - Growth		\$ 9,727.38	\$ 9,727.38		\$ 8,754.64							\$ 8,754.64	\$ 972.74				\$ 972.74	
6521	Computers /e-resources		\$ 6,147.50	\$ 6,147.50		\$ -							\$ -	\$ 6,147.50				\$ 6,147.50	
6522	Furniture/Furnishings		\$ -	\$ -									\$ -	\$ -				\$ -	
	Contr to Reserves- Infrastructure			\$ -									\$ -	\$ -	\$ 10,336.55			\$ 10,336.55	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
Capital Projects		\$ -	\$ 24,518.09	\$ 24,518.09	\$ -	\$ 8,754.64	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 8,754.64	\$ 15,763.45	\$ 10,336.55	\$ -	\$ -	\$ 26,100.00	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Actual		\$ -	\$ 24,518.09	\$ 24,518.09	\$ -	\$ 8,754.64	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 8,754.64	\$ 15,763.45	\$ 10,336.55	\$ -	\$ -	\$ 26,100.00	
	Library Collections - Replacement	\$ -	\$ (856.79)	\$ (856.79)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (856.79)	\$ -	\$ -	\$ -	\$ (856.79)	
	Library Collections - Growth	\$ -	\$ (272.62)	\$ (272.62)	\$ -	\$ (245.36)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (245.36)	\$ (27.26)	\$ -	\$ -	\$ -	\$ (27.26)	
	Computers /e-resources	\$ -	\$ 2,147.50	\$ 2,147.50	\$ -	\$ (900.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (900.00)	\$ 3,047.50	\$ -	\$ -	\$ -	\$ 3,047.50	
	Furniture/Furnishings	\$ -	\$ (2,500.00)	\$ (2,500.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (2,500.00)	\$ -	\$ -	\$ -	\$ (2,500.00)	
	Contr to Reserves- Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 336.55	\$ -	\$ -	\$ 336.55	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Projects		\$ -	\$ (1,481.91)	\$ (1,481.91)	\$ -	\$ (1,145.36)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (1,145.36)	\$ (336.55)	\$ 336.55	\$ -	\$ -	\$ (0.00)	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Variance		\$ -	\$ (1,481.91)	\$ (1,481.91)	\$ -	\$ (1,145.36)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (1,145.36)	\$ (336.55)	\$ 336.55	\$ -	\$ -	\$ (0.00)	

Project Funding																			
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	Debt Interest	Current Year Taxation		
Roads																			
2020																			
	Debt P&I - LED Conversion			\$ -							Payment 1 of 10	\$ -	\$ -		\$ 34,092.00		\$ 34,092.00		
				\$ -								\$ -	\$ -				\$ -		
				\$ -								\$ -	\$ -				\$ -		
2090 Sub Total Budget		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 34,092.00	\$ -	\$ 34,092.00		
	Debt P&I - Main St			\$ -							Payment 1 of 10	\$ -	\$ -		\$ 59,000.00		\$ 59,000.00		
2178	Victoria Street Drain Pipe extension	\$ 15,000.00	\$ 15,000.00									\$ -	\$ 15,000.00				\$ 15,000.00		
				\$ -								\$ -	\$ -				\$ -		
2511 Sub Total Budget		\$ -	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 15,000.00	\$ -	\$ 59,000.00	\$ -	\$ 74,000.00		
2022	RD 22-03-07 P&A		\$ 325,000.00	\$ 325,000.00			\$ 183,000.00					\$ 183,000.00	\$ 142,000.00				\$ 142,000.00		
2099	WLR -41 to Varney	\$ 440,000.00	\$ 440,000.00			\$ 403,695.00					Solar Reserve Fund \$25k, balance Gas Tax	\$ 403,695.00	\$ 36,305.00				\$ 36,305.00		
2026	26-RR-Hometead conctruct-PAVE	\$ 55,000.00	\$ 55,000.00	\$ 20,000.00			\$ 35,000.00				carry from 2019	\$ 55,000.00	\$ -				\$ -		
2150	Glenelg St	\$ 40,000.00	\$ 40,000.00									\$ -	\$ 40,000.00				\$ 40,000.00		
2171	Rowes Lane	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00							carry from 2019	\$ 50,000.00	\$ -				\$ -		
2010	Rd 10 - S31 replacement	\$ 200,000.00	\$ 200,000.00			\$ 53,674.00						\$ 53,674.00	\$ 146,326.00				\$ 146,326.00		
2151	Hagan / Gold St Loop construction	\$ 40,000.00	\$ 40,000.00									\$ -	\$ 40,000.00				\$ 40,000.00		
2001	Pavement preservation applications	\$ 55,000.00	\$ 55,000.00									\$ -	\$ 55,000.00				\$ 55,000.00		
2301	Stephens Pit #2 Road,Fencing& tree planting	\$ 30,000.00	\$ 30,000.00	\$ 15,000.00							carry from 2019	\$ 15,000.00	\$ 15,000.00				\$ 15,000.00		
2215	New Bay-Dundalk	\$ 250,000.00	\$ 250,000.00			\$ 137,500.00			\$ 112,500.00		DC / 4% for 5 years	\$ 250,000.00	\$ -				\$ -		
2208	Hopeville garage insulation	\$ 6,000.00	\$ 6,000.00									\$ -	\$ 6,000.00				\$ 6,000.00		
2210	Holstein FuelTanks	\$ 10,000.00	\$ 10,000.00									\$ -	\$ 10,000.00				\$ 10,000.00		
	Roads Infrastructure Reserve		\$ -									\$ -	\$ -	\$ 200,000.00			\$ 200,000.00		
	Roads Emergency Disaster Infrastructure Reserve		\$ -									\$ -	\$ -	\$ 10,000.00			\$ 10,000.00		
			\$ -									\$ -	\$ -				\$ -		
			\$ -									\$ -	\$ -				\$ -		
			\$ -									\$ -	\$ -				\$ -		
2525 Sub Total Budget		\$ -	\$ 1,501,000.00	\$ 1,501,000.00	\$ 85,000.00	\$ 541,195.00	\$ 236,674.00	\$ 35,000.00	\$ -	\$ 112,500.00	\$ -	\$ 1,010,369.00	\$ 490,631.00	\$ 210,000.00	\$ -	\$ -	\$ 700,631.00		
2250	Signs	\$ 8,000.00	\$ 8,000.00									\$ -	\$ 8,000.00				\$ 8,000.00		
2251	Solar school flashing lights (1pair)	\$ 22,000.00	\$ 22,000.00									\$ -	\$ 22,000.00				\$ 22,000.00		
			\$ -									\$ -	\$ -				\$ -		
2530 Sub Total Budget		\$ -	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 30,000.00		
2232	Grader	\$ 420,000.00	\$ 420,000.00					\$ 50,000.00	\$ 53,305.00		Unit 102 Grader	\$ 103,305.00	\$ 316,695.00				\$ 316,695.00		
2233	1 Tonne (Used)	\$ 65,000.00	\$ 65,000.00					\$ 1,000.00			Replace/Sell Unit 294 1 Tonne	\$ 1,000.00	\$ 64,000.00				\$ 64,000.00		
2234	4X4 Pick up	\$ 50,000.00	\$ 50,000.00	\$ 7,500.00	\$ 28,000.00			87 500.00			Replace Unit#315, Tsfr Unit#315 to replace #309, Tsfr Unit #309 to replace Unit#308, Sell #308	\$ 36,000.00	\$ 14,000.00				\$ 14,000.00		
Growth Related:																			

10 yr Capital and Special Project Plan				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	Debt Interest	Current Year Taxation
Roads																		
2241	Additional sidewalk machine		\$ 180,000.00	\$ 180,000.00		\$ 63,750.00				\$ 116,250.00		DC / 4% for 5 years	\$ 180,000.00	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
2560 Sub Total Budget		\$ -	\$ 715,000.00	\$ 715,000.00	\$ 7,500.00	\$ 91,750.00	\$ -	\$ -	\$ 51,500.00	\$ 169,555.00	\$ -		\$ 320,305.00	\$ 394,695.00	\$ -	\$ -	\$ -	\$ 394,695.00
Capital Projects		\$ -	\$ 2,261,000.00	\$ 2,261,000.00	\$ 92,500.00	\$ 632,945.00	\$ 236,674.00	\$ 35,000.00	\$ 51,500.00	\$ 282,055.00	\$ -		\$ 1,330,674.00	\$ 930,326.00	\$ 210,000.00	\$ 93,092.00	\$ -	\$ 1,233,418.00
2291	Bridge Study (half of structures)		\$ 27,000.00	\$ 27,000.00		\$ 2,700.00						DC	\$ 2,700.00	\$ 24,300.00				\$ 24,300.00
2221	Stephen's Pit Farm			\$ -					\$ 700,000.00				\$ 700,000.00	\$ (700,000.00)	\$ 413,700.00	\$ 286,300.00		\$ -
				\$ -									\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
Special Projects		\$ -	\$ 27,000.00	\$ 27,000.00	\$ -	\$ 2,700.00	\$ -	\$ -	\$ 700,000.00	\$ -	\$ -		\$ 702,700.00	\$ (675,700.00)	\$ 413,700.00	\$ 286,300.00	\$ -	\$ 24,300.00
Total Budget		\$ -	\$ 2,288,000.00	\$ 2,288,000.00	\$ 92,500.00	\$ 635,645.00	\$ 236,674.00	\$ 35,000.00	\$ 751,500.00	\$ 282,055.00	\$ -		\$ 2,033,374.00	\$ 254,626.00	\$ 623,700.00	\$ 379,392.00	\$ -	\$ 1,257,718.00
	Debt P&I - LED Conversion	\$ 55,377.73		\$ 55,377.73									\$ -	\$ 55,377.73		\$ 11,495.72	\$ 2,940.60	\$ 69,814.05
				\$ -									\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
2090 Sub Total Actual		\$ 55,377.73	\$ -	\$ 55,377.73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 55,377.73	\$ -	\$ 11,495.72	\$ 2,940.60	\$ 69,814.05
	Debt P&I - Main St			\$ -									\$ -	\$ -		\$ 50,985.77	\$ 13,042.11	\$ 64,027.88
2178	Victoria Street Drain Pipe extension		\$ -	\$ -							\$ -	Carry to 2021	\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
2511 Sub Total Actual		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 50,985.77	\$ 13,042.11	\$ 64,027.88
2022	RD 22-03-07 P&A		\$ 237,163.68	\$ 237,163.68		\$ 223,670.08						OCIF-FC	\$ 223,670.08	\$ 13,493.60				\$ 13,493.60
2099	WLR -41 to Varney		\$ 683,721.45	\$ 683,721.45	\$ 156,948.14	\$ 246,834.37		\$ 1,000.00				Gas Tax, Solar \$25k	\$ 404,782.51	\$ 278,938.94				\$ 278,938.94
2026	26-RR-Hometead conructt-PAVE			\$ -								carry to 2021	\$ -	\$ -				\$ -
2150	Glenelg St			\$ -								carry to 2021	\$ -	\$ -				\$ -
2171	Rowes Lane		\$ 29,618.42	\$ 29,618.42	\$ 29,618.42								\$ 29,618.42	\$ -				\$ -
2010	S31 replacement		\$ 106,549.51	\$ 106,549.51		\$ 94,471.51						OCIF-FC	\$ 94,471.51	\$ 12,078.00				\$ 12,078.00
2151	Hagan / Gold St Loop construction			\$ -								carry to 2021	\$ -	\$ -				\$ -
2001	Pavement preservation applications		\$ 43,266.07	\$ 43,266.07									\$ -	\$ 43,266.07				\$ 43,266.07
2301	Stephens Pit #2 Road,Fencing& tree planting			\$ -								put into reserve	\$ -	\$ -				\$ -
2215	New Bay-Dundalk		\$ -	\$ -								put into reserve	\$ -	\$ -				\$ -
2208	Hopeville garage insulation		\$ 8,356.35	\$ 8,356.35									\$ -	\$ 8,356.35				\$ 8,356.35
2210	Holstein FuelTanks		\$ 23,390.55	\$ 23,390.55									\$ -	\$ 23,390.55				\$ 23,390.55
	Roads Infrastructure Reserve			\$ -									\$ -	\$ -	\$ 125,380.82			\$ 125,380.82
	Roads Emergency Disaster Infrastructure Reserve			\$ -									\$ -	\$ -	\$ 10,000.00			\$ 10,000.00
2075	S126 & S43 replacement	\$ 24,361.00		\$ 24,361.00									\$ -	\$ 24,361.00				\$ 24,361.00
2261	Proton parking lot	\$ 3,785.47		\$ 3,785.47							\$ 3,785.47	carry to 2021	\$ 3,785.47	\$ -				\$ -
2055	Srd 55		\$ 34,343.11	\$ 34,343.11				\$ 32,749.14					\$ 32,749.14	\$ 1,593.97				\$ 1,593.97
2142	Artemesia St		\$ 17,565.49	\$ 17,565.49		\$ 17,565.49							\$ 17,565.49	\$ -				\$ -
2146	Doyle St		\$ 156,088.69	\$ 156,088.69		\$ 156,088.69							\$ 156,088.69	\$ -				\$ -
2160	Main St		\$ 37,802.31	\$ 37,802.31				\$ 21,445.31					\$ 21,445.31	\$ 16,357.00				\$ 16,357.00
2201	Hopeville security cameras		\$ 10,053.67	\$ 10,053.67	\$ 10,053.67								\$ 10,053.67	\$ -				\$ -
2209	Hopeville air exchanger		\$ 3,756.06	\$ 3,756.06									\$ -	\$ 3,756.06				\$ 3,756.06
2525 Sub Total Actual		\$ 28,146.47	\$ 1,391,675.36	\$ 1,419,821.83	\$ 196,620.23	\$ 738,630.14	\$ -	\$ 55,194.45	\$ -	\$ -	\$ 3,785.47		\$ 994,230.29	\$ 425,591.54	\$ 135,380.82	\$ -	\$ -	\$ 560,972.36
2250	Signs		\$ 10,731.48	\$ 10,731.48									\$ -	\$ 10,731.48				\$ 10,731.48
2251	Solar school flashing lights (1pair)			\$ -									\$ -	\$ -				\$ -
				\$ -									\$ -	\$ -				\$ -
2530 Sub Total Actual		\$ -	\$ 10,731.48	\$ 10,731.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 10,731.48	\$ -	\$ -	\$ -	\$ 10,731.48
2232	Grader		\$ 421,601.86	\$ 421,601.86					\$ 40,000.00			Sale of 102	\$ 40,000.00	\$ 381,601.86				\$ 381,601.86

10 yr Capital and Special Project Plan				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	Debt Interest	Current Year Taxation	
Description																			
Roads																			
2233	1 Tonne (New)		\$ -	\$ -								Ordered for delivery in 2021. \$65k commitment; Sale of 294 delayed	\$ -	\$ -				\$ -	
2234	4X4 Pick up		\$ 38,512.56	\$ 38,512.56		\$ 19,256.28						Unit 308 not sold, trsfrd back to Roads due to COVID	\$ 19,256.28	\$ 19,256.28				\$ 19,256.28	
2221	Misc Equipment		\$ 1,291.53	\$ 1,291.53									\$ -	\$ 1,291.53				\$ 1,291.53	
2230	Plow Truck (2019)		\$ 128,683.49	\$ 128,683.49									\$ -	\$ 128,683.49				\$ 128,683.49	
Growth Related:				\$ -									\$ -	\$ -				\$ -	
2241	Additional sidewalk machine		\$ 155,181.97	\$ 155,181.97		\$ 155,181.97							\$ 155,181.97	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
	2560 Sub Total Actual	\$ -	\$ 745,271.41	\$ 745,271.41	\$ -	\$ 174,438.25	\$ -	\$ -	\$ 40,000.00	\$ -	\$ -		\$ 214,438.25	\$ 530,833.16	\$ -	\$ -	\$ -	\$ 530,833.16	
	Capital Projects	\$ 83,524.20	\$ 2,147,678.25	\$ 2,231,202.45	\$ 196,620.23	\$ 913,068.39	\$ -	\$ 55,194.45	\$ 40,000.00	\$ -	\$ 3,785.47		\$ 1,208,668.54	\$ 1,022,533.91	\$ 135,380.82	\$ 62,481.49	\$ 15,982.71	\$ 1,236,378.93	
01-2509	Bridge Study (half of structures)		\$ 23,710.08	\$ 23,710.08		\$ 2,371.01							\$ 2,371.01	\$ 21,339.07				\$ 21,339.07	
2221	Stephen's Pit Farm			\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
				\$ -									\$ -	\$ -				\$ -	
	Special Projects	\$ -	\$ 23,710.08	\$ 23,710.08	\$ -	\$ 2,371.01	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 2,371.01	\$ 21,339.07	\$ -	\$ -	\$ -	\$ 21,339.07	
	Total Actual	\$ 83,524.20	\$ 2,171,388.33	\$ 2,254,912.53	\$ 196,620.23	\$ 915,439.40	\$ -	\$ 55,194.45	\$ 40,000.00	\$ -	\$ 3,785.47		\$ 1,211,039.55	\$ 1,043,872.98	\$ 135,380.82	\$ 62,481.49	\$ 15,982.71	\$ 1,257,718.00	
	Debt P&I - LED Conversion	\$ 55,377.73	\$ -	\$ 55,377.73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 55,377.73	\$ -	\$ (22,596.28)	\$ 2,940.60	\$ 35,722.05	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	2090 Sub Total Budget	\$ 55,377.73	\$ -	\$ 55,377.73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 55,377.73	\$ -	\$ (22,596.28)	\$ 2,940.60	\$ 35,722.05	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Debt P&I - Main St	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ (8,014.23)	\$ 13,042.11	\$ 5,027.88	
	Victoria Street Drain Pipe extension	\$ -	\$ (15,000.00)	\$ (15,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (15,000.00)	\$ -	\$ -	\$ -	\$ (15,000.00)	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	2511 Sub Total Budget	\$ -	\$ (15,000.00)	\$ (15,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (15,000.00)	\$ -	\$ (8,014.23)	\$ 13,042.11	\$ (9,972.12)	
	RD 22-03-07 P&A	\$ -	\$ (87,836.32)	\$ (87,836.32)	\$ -	\$ 223,670.08	\$ (183,000.00)	\$ -	\$ -	\$ -	\$ -		\$ 40,670.08	\$ (128,506.40)	\$ -	\$ -	\$ -	\$ (128,506.40)	
	WLR -41 to Varney	\$ -	\$ 243,721.45	\$ 243,721.45	\$ 156,948.14	\$ (156,860.63)	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -		\$ 1,087.51	\$ 242,633.94	\$ -	\$ -	\$ -	\$ 242,633.94	
	26-RR-Hometead construct-PAVE	\$ -	\$ (55,000.00)	\$ (55,000.00)	\$ (20,000.00)	\$ -	\$ -	\$ (35,000.00)	\$ -	\$ -	\$ -		\$ (55,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
	Glenelg St	\$ -	\$ (40,000.00)	\$ (40,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (40,000.00)	\$ -	\$ -	\$ -	\$ (40,000.00)	
	Rowes Lane	\$ -	\$ (20,381.58)	\$ (20,381.58)	\$ (20,381.58)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (20,381.58)	\$ -	\$ -	\$ -	\$ -	\$ -	
	S31 replacement	\$ -	\$ (93,450.49)	\$ (93,450.49)	\$ -	\$ 94,471.51	\$ (53,674.00)	\$ -	\$ -	\$ -	\$ -		\$ 40,797.51	\$ (134,248.00)	\$ -	\$ -	\$ -	\$ (134,248.00)	
	Hagan / Gold St Loop construction	\$ -	\$ (40,000.00)	\$ (40,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (40,000.00)	\$ -	\$ -	\$ -	\$ (40,000.00)	
	Pavement preservation applications	\$ -	\$ (11,733.93)	\$ (11,733.93)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (11,733.93)	\$ -	\$ -	\$ -	\$ (11,733.93)	
	Stephens Pit #2 Road,Fencing& tree planting	\$ -	\$ (30,000.00)	\$ (30,000.00)	\$ (15,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (15,000.00)	\$ (15,000.00)	\$ -	\$ -	\$ -	\$ (15,000.00)	
	New Bay-Dundalk	\$ -	\$ (250,000.00)	\$ (250,000.00)	\$ -	\$ (137,500.00)	\$ -	\$ -	\$ -	\$ (112,500.00)	\$ -		\$ (250,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
	Hopeville garage insulation	\$ -	\$ 2,356.35	\$ 2,356.35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 2,356.35	\$ -	\$ -	\$ -	\$ 2,356.35	
	Holstein FuelTanks	\$ -	\$ 13,390.55	\$ 13,390.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 13,390.55	\$ -	\$ -	\$ -	\$ 13,390.55	
	Roads Infrastructure Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ (74,619.18)	\$ -	\$ -	\$ (74,619.18)	
	Roads Emergency Disaster Infrastructure Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	S126 & S43 replacement	\$ 24,361.00	\$ -	\$ 24,361.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 24,361.00	\$ -	\$ -	\$ -	\$ 24,361.00	
	Proton parking lot	\$ 3,785.47	\$ -	\$ 3,785.47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,785.47		\$ 3,785.47	\$ -	\$ -	\$ -	\$ -	\$ -	
	Srd 55	\$ -	\$ 34,343.11	\$ 34,343.11	\$ -	\$ -	\$ -	\$ 32,749.14	\$ -	\$ -	\$ -		\$ 32,749.14	\$ 1,593.97	\$ -	\$ -	\$ -	\$ 1,593.97	
	Artemesia St	\$ -	\$ 17,565.49	\$ 17,565.49	\$ -	\$ 17,565.49	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 17,565.49	\$ -	\$ -	\$ -	\$ -	\$ -	
	Doyle St	\$ -	\$ 156,088.69	\$ 156,088.69	\$ -	\$ 156,088.69	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 156,088.69	\$ -	\$ -	\$ -	\$ -	\$ -	
	Main St	\$ -	\$ 37,802.31	\$ 37,802.31	\$ -	\$ -	\$ -	\$ 21,445.31	\$ -	\$ -	\$ -		\$ 21,445.31	\$ 16,357.00	\$ -	\$ -	\$ -	\$ 16,357.00	

10 yr Capital and Special Project Plan				Project Funding															
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	Debt Interest	Current Year Taxation		
Roads																			
	Hopeville security cameras	\$ -	\$ 10,053.67	\$ 10,053.67	\$ 10,053.67	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 10,053.67	\$ -	\$ -	\$ -	\$ -	\$ -		
	Hopeville air exchanger	\$ -	\$ 3,756.06	\$ 3,756.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 3,756.06	\$ -	\$ -	\$ -	\$ 3,756.06		
	2525 Sub Total Budget	\$ 28,146.47	\$ (109,324.64)	\$ (81,178.17)	\$ 111,620.23	\$ 197,435.14	\$ (236,674.00)	\$ 20,194.45	\$ -	\$ (112,500.00)	\$ 3,785.47	\$ (16,138.71)	\$ (65,039.46)	\$ (74,619.18)	\$ -	\$ -	\$ (139,658.64)		
	Signs	\$ -	\$ 2,731.48	\$ 2,731.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 2,731.48	\$ -	\$ -	\$ -	\$ 2,731.48		
	Solar school flashing lights (1pair)	\$ -	\$ (22,000.00)	\$ (22,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (22,000.00)	\$ -	\$ -	\$ -	\$ (22,000.00)		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2530 Sub Total Budget	\$ -	\$ (19,268.52)	\$ (19,268.52)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (19,268.52)	\$ -	\$ -	\$ -	\$ (19,268.52)		
	Grader	\$ -	\$ 1,601.86	\$ 1,601.86	\$ -	\$ -	\$ -	\$ -	\$ (10,000.00)	\$ (53,305.00)	\$ -	\$ (63,305.00)	\$ 64,906.86	\$ -	\$ -	\$ -	\$ 64,906.86		
	1 Tonne (New)	\$ -	\$ (65,000.00)	\$ (65,000.00)	\$ -	\$ -	\$ -	\$ -	\$ (1,000.00)	\$ -	\$ -	\$ (1,000.00)	\$ (64,000.00)	\$ -	\$ -	\$ -	\$ (64,000.00)		
	4X4 Pick up	\$ -	\$ (11,487.44)	\$ (11,487.44)	\$ (7,500.00)	\$ (8,743.72)	\$ -	\$ -	\$ (500.00)	\$ -	\$ -	\$ (16,743.72)	\$ 5,256.28	\$ -	\$ -	\$ -	\$ 5,256.28		
	Misc Equipment	\$ -	\$ 1,291.53	\$ 1,291.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 1,291.53	\$ -	\$ -	\$ -	\$ 1,291.53		
	Plow Truck (2019)	\$ -	\$ 128,683.49	\$ 128,683.49	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 128,683.49	\$ -	\$ -	\$ -	\$ 128,683.49		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Additional sidewalk machine	\$ -	\$ (24,818.03)	\$ (24,818.03)	\$ -	\$ 91,431.97	\$ -	\$ -	\$ -	\$ (116,250.00)	\$ -	\$ (24,818.03)	\$ -	\$ -	\$ -	\$ -	\$ -		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	2560 Sub Total Budget	\$ -	\$ 30,271.41	\$ 30,271.41	\$ (7,500.00)	\$ 82,688.25	\$ -	\$ -	\$ (11,500.00)	\$ (169,555.00)	\$ -	\$ (105,866.75)	\$ 136,138.16	\$ -	\$ -	\$ -	\$ 136,138.16		
	Capital Projects	\$ 83,524.20	\$ (113,321.75)	\$ (29,797.55)	\$ 104,120.23	\$ 280,123.39	\$ (236,674.00)	\$ 20,194.45	\$ (11,500.00)	\$ (282,055.00)	\$ 3,785.47	\$ (122,005.46)	\$ 92,207.91	\$ (74,619.18)	\$ (30,610.51)	\$ 15,982.71	\$ 2,960.93		
	Bridge Study (half of structures)	\$ -	\$ (3,289.92)	\$ (3,289.92)	\$ -	\$ (328.99)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (328.99)	\$ (2,960.93)	\$ -	\$ -	\$ -	\$ (2,960.93)		
	Stephen's Pit Farm	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (700,000.00)	\$ -	\$ -	\$ (700,000.00)	\$ 700,000.00	\$ (413,700.00)	\$ (286,300.00)	\$ -	\$ -		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Special Projects	\$ -	\$ (3,289.92)	\$ (3,289.92)	\$ -	\$ (328.99)	\$ -	\$ -	\$ (700,000.00)	\$ -	\$ -	\$ (700,328.99)	\$ 697,039.07	\$ (413,700.00)	\$ (286,300.00)	\$ -	\$ (2,960.93)		
	Total Variance	\$ 83,524.20	\$ (116,611.67)	\$ (33,087.47)	\$ 104,120.23	\$ 279,794.40	\$ (236,674.00)	\$ 20,194.45	\$ (711,500.00)	\$ (282,055.00)	\$ 3,785.47	\$ (822,334.45)	\$ 789,246.98	\$ (488,319.18)	\$ (316,910.51)	\$ 15,982.71	\$ (0.00)		

10 yr Capital and Special Project Plan				Project Funding													
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	Debt Interest	Current Year Taxation
Solid Waste																	
2020																	
	Equipment Reserves		\$ -									\$ -	\$ -	\$ -			\$ -
	Debt P&I - System start-up		\$ -									\$ -	\$ -		\$ 144,036.00	\$ 27,000.00	\$ 171,036.00
	Contr to Wastewater Reserves (Compactor)		\$ -								Payment 4 of 5	\$ -	\$ -	\$ 29,498.00			\$ 29,498.00
	Contr to Wastewater Reserves (Roll off truck)		\$ -								Payment 3 of 5	\$ -	\$ -	\$ 33,302.00			\$ 33,302.00
	Contr to Wastewater Reserves (Collection truck)		\$ -								Payment 1 of 2	\$ -	\$ -	\$ 63,400.00			\$ 63,400.00
	Contr to Wastewater Reserves (Loader)		\$ -								Payment 1 of 2	\$ -	\$ -	\$ 50,000.00			\$ 50,000.00
3721	Dundalk Tsfr Upgrades (cfwd from 2019)	\$ 400,000.00	\$ 400,000.00		\$ 20,250.00				\$ 373,000.00		DC / 4% for 5 years	\$ 393,250.00	\$ 6,750.00				\$ 6,750.00
3701	Carts	\$ 40,000.00	\$ 40,000.00					\$ 40,000.00				\$ 40,000.00	\$ -				\$ -
		\$ -	\$ -		\$ -							\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
	Capital Projects	\$ -	\$ 440,000.00	\$ 440,000.00	\$ -	\$ 20,250.00	\$ -	\$ -	\$ 40,000.00	\$ 373,000.00	\$ -	\$ 433,250.00	\$ 6,750.00	\$ 176,200.00	\$ 144,036.00	\$ 27,000.00	\$ 353,986.00
3727	Waste Re-location- Old Fill Area	\$ 30,000.00	\$ 30,000.00									\$ -	\$ 30,000.00				\$ 30,000.00
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
	Special Projects	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 30,000.00
	Total Budget	\$ -	\$ 470,000.00	\$ 470,000.00	\$ -	\$ 20,250.00	\$ -	\$ -	\$ 40,000.00	\$ 373,000.00	\$ -	\$ 433,250.00	\$ 36,750.00	\$ 176,200.00	\$ 144,036.00	\$ 27,000.00	\$ 383,986.00
	Equipment Reserves		\$ -									\$ -	\$ -				\$ -
	Debt P&I - System start-up		\$ -									\$ -	\$ -		\$ 148,006.07	\$ 23,059.08	\$ 171,065.15
	Contr to Wastewater Reserves (Compactor)		\$ -									\$ -	\$ -	\$ 29,498.00			\$ 29,498.00
	Contr to Wastewater Reserves (Roll off truck)		\$ -									\$ -	\$ -	\$ 33,302.00			\$ 33,302.00
3713	Contr to Collection truck	\$ 120,389.31	\$ 120,389.31							\$ 50,238.41	Payment 1 of 2	\$ 50,238.41	\$ 70,150.90				\$ 70,150.90
3715	Contr to Loader	\$ 79,969.95	\$ 79,969.95								Payment 1 of 1	\$ -	\$ 79,969.95				\$ 79,969.95
3721	Dundalk Tsfr Upgrades (cfwd from 2019)	\$ -	\$ -									\$ -	\$ -				\$ -
3701	Carts	\$ 32,026.52	\$ 32,026.52					\$ 32,026.52				\$ 32,026.52	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
	Capital Projects	\$ 200,359.26	\$ 32,026.52	\$ 232,385.78	\$ -	\$ -	\$ -	\$ -	\$ 32,026.52	\$ -	\$ 50,238.41	\$ 82,264.93	\$ 150,120.85	\$ 62,800.00	\$ 148,006.07	\$ 23,059.08	\$ 383,986.00
3727	Waste Re-location- Old Fill Area		\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
			\$ -									\$ -	\$ -				\$ -
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Actual	\$ 200,359.26	\$ 32,026.52	\$ 232,385.78	\$ -	\$ -	\$ -	\$ -	\$ 32,026.52	\$ -	\$ 50,238.41	\$ 82,264.93	\$ 150,120.85	\$ 62,800.00	\$ 148,006.07	\$ 23,059.08	\$ 383,986.00

Project Funding																	
	<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>Debt Interest</u>	<u>Current Year Taxation</u>
Solid Waste																	
	Equipment Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Debt P&I - System start-up	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 3,970.07	\$ (3,940.92)	\$ 29.15
	Contr to Wastewater Reserves (Compactor)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Contr to Wastewater Reserves (Roll off truck)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Contr to Collection truck	\$ 120,389.31	\$ -	\$ 120,389.31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,238.41		\$ 50,238.41	\$ 70,150.90	\$ (63,400.00)	\$ -	\$ -	\$ 6,750.90
	Contr to Loader	\$ 79,969.95	\$ -	\$ 79,969.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 79,969.95	\$ (50,000.00)	\$ -	\$ -	\$ 29,969.95
	Dundalk Tsfr Upgrades (cfwd from 2019)	\$ -	\$ (400,000.00)	\$ (400,000.00)	\$ -	\$ (20,250.00)	\$ -	\$ -	\$ (373,000.00)	\$ -		\$ (393,250.00)	\$ (6,750.00)	\$ -	\$ -	\$ -	\$ (6,750.00)
	Carts	\$ -	\$ (7,973.48)	\$ (7,973.48)	\$ -	\$ -	\$ -	\$ (7,973.48)	\$ -	\$ -		\$ (7,973.48)	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Capital Projects	\$ 200,359.26	\$ (407,973.48)	\$ (207,614.22)	\$ -	\$ (20,250.00)	\$ -	\$ -	\$ (7,973.48)	\$ (373,000.00)	\$ 50,238.41	\$ (350,985.07)	\$ 143,370.85	\$ (113,400.00)	\$ 3,970.07	\$ (3,940.92)	\$ 30,000.00
	Waste Re-location- Old Fill Area	\$ -	\$ (30,000.00)	\$ (30,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (30,000.00)	\$ -	\$ -	\$ -	\$ (30,000.00)
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Special Projects	\$ -	\$ (30,000.00)	\$ (30,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ (30,000.00)	\$ -	\$ -	\$ -	\$ (30,000.00)
	Total Variance	\$ 200,359.26	\$ (437,973.48)	\$ (237,614.22)	\$ -	\$ (20,250.00)	\$ -	\$ -	\$ (7,973.48)	\$ (373,000.00)	\$ 50,238.41	\$ (350,985.07)	\$ 113,370.85	\$ (113,400.00)	\$ 3,970.07	\$ (3,940.92)	\$ -

10 yr Capital and Special Project Plan										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	Debt Interest	Current Year Taxation							
Cemetery																									
2020																									
	Contribution to Infrastructure Res			\$ -									\$ -	\$ -	\$ -			\$ -							
				\$ -									\$ -	\$ -				\$ -							
				\$ -									\$ -	\$ -				\$ -							
				\$ -									\$ -	\$ -				\$ -							
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	Contribution to Reserve Fund			\$ -					\$ 1,200.00				\$ 1,200.00	\$ (1,200.00)	\$ 1,200.00			\$ -							
4511	Headstone & foundation repairs		\$ 5,000.00	\$ 5,000.00									\$ -	\$ 5,000.00				\$ 5,000.00							
				\$ -									\$ -	\$ -				\$ -							
				\$ -									\$ -	\$ -				\$ -							
	Special Projects	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00	\$ -	\$ -		\$ 1,200.00	\$ 3,800.00	\$ 1,200.00	\$ -	\$ -	\$ 5,000.00							
	Total Budget	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00	\$ -	\$ -		\$ 1,200.00	\$ 3,800.00	\$ 1,200.00	\$ -	\$ -	\$ 5,000.00							
			\$ -	\$ -	\$ -								\$ -	\$ -				\$ -							
				\$ -									\$ -	\$ -				\$ -							
				\$ -									\$ -	\$ -				\$ -							
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	Contribution to Reserve Fund			\$ -					\$ 1,800.00			3 in 2020	\$ 1,800.00	\$ (1,800.00)	\$ 1,800.00			\$ -							
4511	Headstone & foundation repairs		\$ 5,000.00	\$ 5,000.00									\$ -	\$ 5,000.00				\$ 5,000.00							
				\$ -									\$ -	\$ -				\$ -							
				\$ -									\$ -	\$ -				\$ -							
	Special Projects	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00	\$ -	\$ -		\$ 1,800.00	\$ 3,200.00	\$ 1,800.00	\$ -	\$ -	\$ 5,000.00							
	Total Actual	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00	\$ -	\$ -		\$ 1,800.00	\$ 3,200.00	\$ 1,800.00	\$ -	\$ -	\$ 5,000.00							
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	Contribution to Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600.00	\$ -	\$ -		\$ 600.00	\$ (600.00)	\$ 600.00	\$ -	\$ -	\$ -							
	Headstone & foundation repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600.00	\$ -	\$ -		\$ 600.00	\$ (600.00)	\$ 600.00	\$ -	\$ -	\$ -							
	Total Variance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600.00	\$ -	\$ -		\$ 600.00	\$ (600.00)	\$ 600.00	\$ -	\$ -	\$ -							

10 yr Capital and Special Project Plan										Project Funding									
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	Debt Interest	Current Year Rates	
Wastewater																			
2020																			
3021	Miscellaneous Equip		\$ 5,000.00	\$ 5,000.00		\$ 5,000.00							\$ 5,000.00	\$ -				\$ -	
3071	Rowes Lane Sewer main		\$ 200,000.00	\$ 200,000.00		\$ 200,000.00							\$ 200,000.00	\$ -				\$ -	
3036	Design for WW Upgrades (Engineering)		\$ 100,000.00	\$ 100,000.00		\$ 100,000.00							\$ 100,000.00	\$ -				\$ -	
3037	Pump Replacements		\$ 30,000.00	\$ 30,000.00		\$ 30,000.00							\$ 30,000.00	\$ -				\$ -	
				\$ -		\$ -							\$ -	\$ -				\$ -	
				\$ -		\$ -							\$ -	\$ -				\$ -	
Capital Projects		\$ -	\$ 335,000.00	\$ 335,000.00	\$ -	\$ 335,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 335,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer to Reserves				\$ -	\$ -								\$ -	\$ -	\$ 498,294.00		\$ 498,294.00		
	Financial/Rate Study		\$ 10,000.00	\$ 10,000.00		\$ 10,000.00							\$ 10,000.00	\$ -				\$ -	
3034	Flow Monitoring		\$ 5,000.00	\$ 5,000.00		\$ 5,000.00							\$ 5,000.00	\$ -				\$ -	
				\$ -		\$ -							\$ -	\$ -				\$ -	
				\$ -		\$ -							\$ -	\$ -				\$ -	
				\$ -		\$ -							\$ -	\$ -				\$ -	
Special Projects		\$ -	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,000.00	\$ -	\$ 498,294.00	\$ -	\$ -	\$ 498,294.00	
Total Budget		\$ -	\$ 350,000.00	\$ 350,000.00	\$ -	\$ 350,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 350,000.00	\$ -	\$ 498,294.00	\$ -	\$ -	\$ 498,294.00	
3021	Miscellaneous Equip			\$ -		\$ -							\$ -	\$ -				\$ -	
3071	Rowes Lane Sewer main		\$ -	\$ -		\$ -							\$ -	\$ -				\$ -	
3036	Design for WW Upgrades (Engineering)			\$ -		\$ -							\$ -	\$ -				\$ -	
3037	Pump Replacements			\$ -		\$ -							\$ -	\$ -				\$ -	
3001	Lagoon		\$ 31,061.98	\$ 31,061.98		\$ 31,061.98							\$ 31,061.98	\$ -				\$ -	
3031	EA Study		\$ 16,064.08	\$ 16,064.08		\$ 16,064.08							\$ 16,064.08	\$ -				\$ -	
3042	Artemesia St		\$ 1,274.64	\$ 1,274.64		\$ 1,274.64							\$ 1,274.64	\$ -				\$ -	
3060	Main St		\$ 15,293.00	\$ 15,293.00		\$ 13,835.29		\$ 1,457.71					\$ 15,293.00	\$ -				\$ -	
Capital Projects		\$ -	\$ 63,693.70	\$ 63,693.70	\$ -	\$ 62,235.99	\$ -	\$ 1,457.71	\$ -	\$ -	\$ -		\$ 63,693.70	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer to Reserves				\$ -	\$ -								\$ -	\$ -	\$ 678,472.47		\$ 678,472.47		
	Financial/Rate Study		\$ -	\$ -		\$ -							\$ -	\$ -				\$ -	
3034	Flow Monitoring		\$ -	\$ -		\$ -							\$ -	\$ -				\$ -	
				\$ -		\$ -							\$ -	\$ -				\$ -	
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 678,472.47	\$ -	\$ -	\$ 678,472.47	
Total Actual		\$ -	\$ 63,693.70	\$ 63,693.70	\$ -	\$ 62,235.99	\$ -	\$ 1,457.71	\$ -	\$ -	\$ -		\$ 63,693.70	\$ -	\$ 678,472.47	\$ -	\$ -	\$ 678,472.47	
	Miscellaneous Equip	\$ -	\$ (5,000.00)	\$ (5,000.00)	\$ -	\$ (5,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (5,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
	Rowes Lane Sewer main	\$ -	\$ (200,000.00)	\$ (200,000.00)	\$ -	\$ (200,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (200,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
	Design for WW Upgrades (Engineering)	\$ -	\$ (100,000.00)	\$ (100,000.00)	\$ -	\$ (100,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (100,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
	Pump Replacements	\$ -	\$ (30,000.00)	\$ (30,000.00)	\$ -	\$ (30,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (30,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
	Lagoon	\$ -	\$ 31,061.98	\$ 31,061.98	\$ -	\$ 31,061.98	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 31,061.98	\$ -	\$ -	\$ -	\$ -	\$ -	
	EA Study	\$ -	\$ 16,064.08	\$ 16,064.08	\$ -	\$ 16,064.08	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 16,064.08	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Projects		\$ -	\$ (287,873.94)	\$ (287,873.94)	\$ -	\$ (287,873.94)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (287,873.94)	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer to Reserves				\$ -	\$ -								\$ -	\$ -	\$ 180,178.47		\$ 180,178.47		
	Financial/Rate Study	\$ -	\$ (10,000.00)	\$ (10,000.00)	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
	Flow Monitoring	\$ -	\$ (5,000.00)	\$ (5,000.00)	\$ -	\$ (5,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (5,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Special Projects		\$ -	\$ (15,000.00)	\$ (15,000.00)	\$ -	\$ (15,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (15,000.00)	\$ -	\$ 180,178.47	\$ -	\$ -	\$ 180,178.47	
Total Variance		\$ -	\$ (302,873.94)	\$ (302,873.94)	\$ -	\$ (302,873.94)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (302,873.94)	\$ -	\$ 180,178.47	\$ -	\$ -	\$ 180,178.47	

Operating Fund Expense														Project Funding				
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	Debt Interest	Current Year Rates
Water																		
2020																		
				\$ -									\$ -	\$ -				\$ -
3628	Valves		\$ 10,000.00	\$ 10,000.00		\$ 10,000.00							\$ 10,000.00	\$ -				\$ -
3625	Water Meters		\$ 15,000.00	\$ 15,000.00					\$ 15,000.00			Meter Sales	\$ 15,000.00	\$ -				\$ -
3621	Miscellaneous Equipment		\$ 2,000.00	\$ 2,000.00		\$ 2,000.00							\$ 2,000.00	\$ -				\$ -
	Debt P&I - Well D5			\$ -		\$ 393,525.00						DC's / Water Reserves	\$ 393,525.00	\$ (393,525.00)		\$ 393,525.00		\$ -
3651	Hagan / Gold St Loop		\$ 40,000.00	\$ 40,000.00		\$ 40,000.00							\$ 40,000.00	\$ -				\$ -
3650	Glenleg water main servicing		\$ 40,000.00	\$ 40,000.00		\$ 40,000.00							\$ 40,000.00	\$ -				\$ -
3613	Water Tower Design		\$ 30,000.00	\$ 30,000.00		\$ 30,000.00							\$ 30,000.00	\$ -				\$ -
				\$ -		\$ -							\$ -	\$ -				\$ -
				\$ -		\$ -							\$ -	\$ -				\$ -
				\$ -		\$ -							\$ -	\$ -				\$ -
				\$ -		\$ -							\$ -	\$ -				\$ -
Capital Projects		\$ -	\$ 137,000.00	\$ 137,000.00	\$ -	\$ 515,525.00	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -		\$ 530,525.00	\$ (393,525.00)	\$ -	\$ 393,525.00	\$ -	\$ -
Transfer to Reserves														\$ -	\$ -	\$ 152,506.00		\$ 152,506.00
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 152,506.00	\$ -	\$ -	\$ 152,506.00
Total Budget		\$ -	\$ 137,000.00	\$ 137,000.00	\$ -	\$ 515,525.00	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -		\$ 530,525.00	\$ (393,525.00)	\$ 152,506.00	\$ 393,525.00	\$ -	\$ 152,506.00
3628	Valves		\$ -	\$ -		\$ -							\$ -	\$ -				\$ -
3625	Water Meters		\$ 43,551.83	\$ 43,551.83		\$ -			\$ 43,551.83				\$ 43,551.83	\$ -				\$ -
3621	Miscellaneous Equipment		\$ 5,668.03	\$ 5,668.03		\$ 5,668.03							\$ 5,668.03	\$ -				\$ -
	Debt P&I - Well D5 / Main St			\$ -		\$ 342,472.56						DC's / Water Reserves; Payment 1 of 10	\$ 342,472.56	\$ (342,472.56)		\$ 272,712.80	\$ 69,759.76	\$ -
3651	Hagan / Gold St Loop		\$ 1,587.16	\$ 1,587.16		\$ 1,587.16							\$ 1,587.16	\$ -				\$ -
3650	Glenelg water main servicing			\$ -		\$ -							\$ -	\$ -				\$ -
3623	Water Tower (Design)		\$ 31,750.46	\$ 31,750.46							\$ 31,750.46	carry to 2021	\$ 31,750.46	\$ -				\$ -
	Rowes Lane watermain		\$ -	\$ -		\$ -							\$ -	\$ -				\$ -
3629	SCADA		\$ 137,340.38	\$ 137,340.38		\$ 137,340.38							\$ 137,340.38	\$ -				\$ -
3646	Doyle St		\$ 63,676.11	\$ 63,676.11		\$ 63,676.11							\$ 63,676.11	\$ -				\$ -
3660	Main St		\$ 160,290.67	\$ 160,290.67		\$ 152,841.53			\$ 7,449.14				\$ 160,290.67	\$ -				\$ -
Capital Projects		\$ -	\$ 443,864.64	\$ 443,864.64	\$ -	\$ 703,585.77	\$ -	\$ -	\$ 51,000.97	\$ -	\$ 31,750.46		\$ 786,337.20	\$ (342,472.56)	\$ -	\$ 272,712.80	\$ 69,759.76	\$ -
	Transfer to Reserves			\$ -		\$ -							\$ -	\$ -	\$ 233,320.61			\$ 233,320.61
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 233,320.61	\$ -	\$ -	\$ 233,320.61
Total Actual		\$ -	\$ 443,864.64	\$ 443,864.64	\$ -	\$ 703,585.77	\$ -	\$ -	\$ 51,000.97	\$ -	\$ 31,750.46		\$ 786,337.20	\$ (342,472.56)	\$ 233,320.61	\$ 272,712.80	\$ 69,759.76	\$ 233,320.61
	Valves	\$ -	\$ (10,000.00)	\$ (10,000.00)	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -
	Water Meters	\$ -	\$ 28,551.83	\$ 28,551.83	\$ -	\$ -	\$ -	\$ -	\$ 28,551.83	\$ -	\$ -		\$ 28,551.83	\$ -	\$ -	\$ -	\$ -	\$ -
	Miscellaneous Equipment	\$ -	\$ 3,668.03	\$ 3,668.03	\$ -	\$ 3,668.03	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,668.03	\$ -	\$ -	\$ -	\$ -	\$ -
	Debt P&I - Well D5 / Main St	\$ -	\$ -	\$ -	\$ -	\$ (51,052.44)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (51,052.44)	\$ 51,052.44	\$ -	\$ (120,812.20)	\$ 69,759.76	\$ -
	Hagan / Gold St Loop	\$ -	\$ (38,412.84)	\$ (38,412.84)	\$ -	\$ (38,412.84)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (38,412.84)	\$ -	\$ -	\$ -	\$ -	\$ -
	Glenelg water main servicing	\$ -	\$ (40,000.00)	\$ (40,000.00)	\$ -	\$ (40,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (40,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -
	Water Tower (Design)	\$ -	\$ 1,750.46	\$ 1,750.46	\$ -	\$ (30,000.00)	\$ -	\$ -	\$ -	\$ -	\$ 31,750.46		\$ 1,750.46	\$ -	\$ -	\$ -	\$ -	\$ -
	Rowes Lane watermain	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SCADA	\$ -	\$ 137,340.38	\$ 137,340.38	\$ -	\$ 137,340.38	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 137,340.38	\$ -	\$ -	\$ -	\$ -	\$ -
	Doyle St	\$ -	\$ 63,676.11	\$ 63,676.11	\$ -	\$ 63,676.11	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 63,676.11	\$ -	\$ -	\$ -	\$ -	\$ -
	Main St	\$ -	\$ 160,290.67	\$ 160,290.67	\$ -	\$ 152,841.53	\$ -	\$ -	\$ 7,449.14	\$ -	\$ -		\$ 160,290.67	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Projects		\$ -	\$ 306,864.64	\$ 306,864.64	\$ -	\$ 188,060.77	\$ -	\$ -	\$ 36,000.97	\$ -	\$ 31,750.46		\$ 255,812.20	\$ 51,052.44	\$ -	\$ (120,812.20)	\$ 69,759.76	\$ -
	Transfer to Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 80,814.61	\$ -	\$ -	\$ 80,814.61
Special Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 80,814.61	\$ -	\$ -	\$ 80,814.61
Total Variance		\$ -	\$ 306,864.64	\$ 306,864.64	\$ -	\$ 188,060.77	\$ -	\$ -	\$ 36,000.97	\$ -	\$ 31,750.46		\$ 255,812.20	\$ 51,052.44	\$ 80,814.61	\$ (120,812.20)	\$ 69,759.76	\$ 80,814.61

ATTACHMENT 3

Account Number Account Name		2020 Actual			2020 Actual	
		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	\$ 681,532.47	\$ 315,559.41	\$ -	\$ 997,091.88	\$ 315,559.41
01-0000-2503	Reserve - Admin - Modernization Funds	\$ 508,973.04	\$ -	\$ (10,053.67)	\$ 498,919.37	\$ (10,053.67)
01-0000-2540	Reserve - Council - Election	\$ 17,173.22	\$ 10,000.00	\$ -	\$ 27,173.22	\$ 10,000.00
	General Government	\$ 1,207,678.73	\$ 325,559.41	\$ (10,053.67)	\$ 1,523,184.47	\$ 315,505.74
01-0000-2542	Reserve - Building - Operating Surplus	\$ 474,179.43	\$ 311,240.87	\$ (17,090.59)	\$ 768,329.71	\$ 294,150.28
01-0000-2543	Reserve - Police - OPP Surplus	\$ -	\$ -	\$ -	\$ -	\$ -
	Protective Inspection	\$ 474,179.43	\$ 311,240.87	\$ (17,090.59)	\$ 768,329.71	\$ 294,150.28
01-0000-2518	Reserve - Roads - Tax Stabilization - Winter Maintenance	\$ 58,802.22	\$ 143,947.98	\$ -	\$ 202,750.20	\$ 143,947.98
01-0000-2514	Reserve - Roads - Tax Stabilization - Emergency Disaster	\$ 40,000.00	\$ 10,000.00	\$ -	\$ 50,000.00	\$ 10,000.00
	Roadways	\$ 98,802.22	\$ 153,947.98	\$ -	\$ 252,750.20	\$ 153,947.98
		\$ -	\$ -	\$ -	\$ -	\$ -
	Solid Waste	\$ -	\$ -	\$ -	\$ -	\$ -
01-0000-2502	Reserve - Public Health - Markdale Hospital New Build	\$ 400,000.00	\$ -	\$ (60,000.00)	\$ 340,000.00	\$ (60,000.00)
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	\$ 120,000.00	\$ -	\$ (120,000.00)	\$ -	\$ (120,000.00)
	Health Services	\$ 548,151.49	\$ -	\$ (180,000.00)	\$ 368,151.49	\$ (180,000.00)
01-0000-2528	Reserve - Planning - Zoning	\$ 85,000.00	\$ 10,000.00	\$ -	\$ 95,000.00	\$ 10,000.00
01-0000-2544	Reserve - ED - Downtown Facades	\$ 16,000.00	\$ 2,000.00	\$ -	\$ 18,000.00	\$ 2,000.00
01-0000-2545	Reserve - Planning - OMB Reserve	\$ 47,696.00	\$ 3,500.00	\$ -	\$ 51,196.00	\$ 3,500.00
01-0000-2548	Reserve - ED - Industrial Land	\$ 88,866.01	\$ -	\$ -	\$ 88,866.01	\$ -
01-0000-2557	Reserve - Planning - Strategic Plan	\$ 28,123.83	\$ 6,000.00	\$ -	\$ 34,123.83	\$ 6,000.00
01-0000-2559	Reserve - ED - Horse & Buggy Trail	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00	\$ -
	Planning and Development	\$ 270,185.84	\$ 21,500.00	\$ -	\$ 291,685.84	\$ 21,500.00
	CURRENT PURPOSES	\$ 2,598,997.71	\$ 812,248.26	\$ (207,144.26)	\$ 3,204,101.71	\$ 605,104.00
Capital Purposes						
01-0000-2541	Reserve - Admin - Infrastructure	\$ 54,904.64	\$ 32,502.85	\$ -	\$ 87,407.49	\$ 32,502.85
	General Government	\$ 54,904.64	\$ 32,502.85	\$ -	\$ 87,407.49	\$ 32,502.85
01-0000-2521	Reserve - Fire - Infrastructure	\$ 199,434.18	\$ 38,963.90	\$ -	\$ 238,398.08	\$ 38,963.90
	Protective Inspection	\$ 199,434.18	\$ 38,963.90	\$ -	\$ 238,398.08	\$ 38,963.90
01-0000-2509	Reserve - Roads - Roads	\$ 324,580.74	\$ 125,380.82	\$ (186,566.56)	\$ 263,395.00	\$ (61,185.74)
01-0000-2516	Reserve - Roads - Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
01-0000-2519	Reserve - Roads - Bridges	\$ -	\$ -	\$ -	\$ -	\$ -
01-0000-2534	Reserve - Roads - Parking	\$ -	\$ -	\$ -	\$ -	\$ -
	Roadways	\$ 324,580.74	\$ 125,380.82	\$ (186,566.56)	\$ 263,395.00	\$ (61,185.74)
01-0000-2505	Reserve - Wastewater - Infrastructure	\$ 2,784,317.11	\$ 741,272.47	\$ (71,864.13)	\$ 3,453,725.45	\$ 669,408.34
	Wastewater	\$ 2,784,317.11	\$ 741,272.47	\$ (71,864.13)	\$ 3,453,725.45	\$ 669,408.34
03-0000-2501	Reserve - Water - Infrastructure	\$ 360,836.50	\$ 233,320.61	\$ (652,546.47)	\$ (58,389.36)	\$ (419,225.86)
	Water	\$ 360,836.50	\$ 233,320.61	\$ (652,546.47)	\$ (58,389.36)	\$ (419,225.86)

ATTACHMENT 3

		2020 Actual			2020 Actual	
Account Number	Account Name	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	\$ -	\$ -	\$ -	\$ -	\$ -
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	\$ 122,778.69	\$ -	\$ -	\$ 122,778.69	\$ -
01-0000-2539	Reserve - Public Health - Medical Clinic	\$ 70,100.00	\$ 46,649.58	\$ -	\$ 116,749.58	\$ 46,649.58
01-0000-2508	Reserve - Cemetery - Infrastructure	\$ 5,600.00	\$ -	\$ -	\$ 5,600.00	\$ -
	Health Services	\$ 75,700.00	\$ 46,649.58	\$ -	\$ 122,349.58	\$ 46,649.58
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	\$ 204,852.79	\$ 126,900.00	\$ -	\$ 331,752.79	\$ 126,900.00
01-0000-2510	Reserve - Recreation - Cedarville	\$ -	\$ -	\$ -	\$ -	\$ -
01-0000-2522	Reserve - Recreation - Swinton Park	\$ -	\$ -	\$ -	\$ -	\$ -
01-0000-2535	Reserve - Recreation - Dromore	\$ -	\$ -	\$ -	\$ -	\$ -
01-0000-2546	Reserve - Recreation - Rural	\$ 93,161.83	\$ 10,000.00	\$ -	\$ 103,161.83	\$ 10,000.00
	Recreation Facilities	\$ 298,014.62	\$ 136,900.00	\$ -	\$ 434,914.62	\$ 136,900.00
07-0000-2502	Reserve - Library - Infrastructure	\$ 59,576.71	\$ 34,302.92	\$ -	\$ 93,879.63	\$ 34,302.92
	Library	\$ 59,576.71	\$ 34,302.92	\$ -	\$ 93,879.63	\$ 34,302.92
01-0000-2555	Reserve - ED - Downtown Improvements	\$ 20,000.00	\$ 10,000.00	\$ -	\$ 30,000.00	\$ 10,000.00
01-0000-2556	Reserve - ED - Signage	\$ 24,568.26	\$ -	\$ -	\$ 24,568.26	\$ -
01-0000-2558	Reserve - ED - Downtown Parking	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -
	Planning and Development	\$ 54,568.26	\$ 10,000.00	\$ -	\$ 64,568.26	\$ 10,000.00
	CAPITAL PURPOSES	\$ 4,342,704.21	\$ 1,399,293.15	\$ (910,977.16)	\$ 4,831,020.20	\$ 488,315.99
	RESERVES	\$ 7,364,242.92	\$ 2,211,541.41	\$ (1,118,121.42)	\$ 8,457,662.91	\$ 1,093,419.99
RESERVE FUNDS						
Capital Purposes						
09-0010-3001	Reserve Fund - Recreation - Olde Town Hall	\$ (0.00)	\$ 2.47	\$ -	\$ 2.47	\$ 2.47
09-0011-3001	Reserve Fund - Recreation - Arena	\$ 214,429.41	\$ 1,596.25	\$ (24,452.26)	\$ 191,573.40	\$ (22,856.01)
09-0014-3001	Reserve Fund - Recreation - Pool	\$ 62,282.88	\$ 608.98	\$ -	\$ 62,891.86	\$ 608.98
09-0015-3001	Reserve Fund - Fire	\$ 39,225.48	\$ 380.26	\$ -	\$ 39,605.74	\$ 380.26
09-0016-3001	Reserve Fund - Cemetery	\$ 4,534.07	\$ 44.24	\$ -	\$ 4,578.31	\$ 44.24
01-0000-2549	Reserve - Cemetery - Columbarium	\$ 1,800.00	\$ 1,800.00	\$ -	\$ 3,600.00	\$ 1,800.00
09-0018-3001	Reserve Fund - MNR Deposit Gravel Pit	\$ 2,072.32	\$ 20.08	\$ -	\$ 2,092.40	\$ 20.08
09-0021-3001	Reserve Fund - Recreation - Macintyre Building	\$ 27,817.44	\$ 269.68	\$ -	\$ 28,087.12	\$ 269.68
09-0022-3001	Reserve Fund - Southgate Community Vibrancy Fund [Solar]	\$ 112,159.19	\$ 76,073.44	\$ (38,250.00)	\$ 149,982.63	\$ 37,823.44
01-0000-2530	Reserve Fund - Recreation [Melancthon]	\$ 54,000.00	\$ 6,000.00	\$ (7,003.28)	\$ 52,996.72	\$ (1,003.28)
01-0000-2532	Reserve Fund - Fire [Melancthon]	\$ 58,580.57	\$ 7,000.00	\$ -	\$ 65,580.57	\$ 7,000.00
01-0000-2547	Reserve Fund - Community Enhancement - Dundalk [Royalties]	\$ 245,832.56	\$ 79,092.37	\$ (98,996.12)	\$ 225,928.81	\$ (19,903.75)
09-0000-3001	RESERVE FUNDS	\$ 822,733.92	\$ 172,887.77	\$ (168,701.66)	\$ 826,920.03	\$ 4,186.11
	RESERVES AND RESERVE FUNDS	\$ 8,186,976.84	\$ 2,384,429.18	\$ (1,286,823.08)	\$ 9,284,582.94	\$ 1,097,606.10

ATTACHMENT 3

		2020 Actual			2020 Actual	
Account Number	Account Name	Opening Balance	Contribution from	Transfer to	Ending Balance	Change
RESERVES						
DEFERRED REVENUE						
Obligatory Reserve Funds						
	DC Reserve - Administration Studies	\$ 53,080.11	\$ 32,282.76	\$ (2,371.01)	\$ 82,991.86	\$ 29,911.75
	DC Reserve - Fire	\$ 216,392.03	\$ 75,326.43	\$ (40,334.95)	\$ 251,383.51	\$ 34,991.48
	DC Reserve - Transportation	\$ 1,159,184.81	\$ 527,285.04	\$ (328,836.15)	\$ 1,357,633.70	\$ 198,448.89
	DC Reserve - Stormwater Management	\$ 143,074.05	\$ 78,913.41	\$ -	\$ 221,987.46	\$ 78,913.41
	DC Reserve - Waste & Waste Related	\$ 10,518.69	\$ 3,586.97	\$ -	\$ 14,105.66	\$ 3,586.97
	DC Reserve - Wastewater	\$ 1,798,812.86	\$ 1,624,898.79	\$ -	\$ 3,423,711.65	\$ 1,624,898.79
	DC Reserve - Water	\$ 564,709.72	\$ 1,007,939.42	\$ (60,667.44)	\$ 1,511,981.70	\$ 947,271.98
	DC Reserve - Parks & Recreation	\$ 540,459.16	\$ 215,218.38	\$ -	\$ 755,677.54	\$ 215,218.38
	DC Reserve - Library	\$ 45,197.00	\$ 21,521.84	\$ (8,754.64)	\$ 57,964.20	\$ 12,767.20
09-0012-3001	Development Charges	\$ 4,531,428.43	\$ 3,586,973.04	\$ (440,964.19)	\$ 7,677,437.28	\$ 3,146,008.85
09-0013-3001	Reserve Fund - Recreation - Parkland	\$ 65,416.72	\$ 1,110.53	\$ -	\$ 66,527.25	\$ 1,110.53
09-0020-3001	Reserve Fund - Admin - Federal Gas Tax	\$ -	\$ 221,834.37	\$ (221,834.37)	\$ -	\$ -
09-0019-3001	Reserve Fund - Admin - Safe Restart	\$ -	\$ 195,300.00	\$ (15,112.43)	\$ 180,187.57	\$ 180,187.57
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	\$ -	\$ 40,000.00	\$ 20,000.00
09-0026-3001	Reserve Fund - OCIF-FC Grant	\$ 108,914.33	\$ 237,864.31	\$ (318,141.59)	\$ 28,637.05	\$ (80,277.28)
		\$ 4,963,964.45	\$ 4,263,082.25	\$ (1,234,257.55)	\$ 7,992,789.15	\$ 3,028,824.70
Other						
01-0000-1121	Def Rev - Cannabis	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00
01-0000-1125	Def Rev - Source Water Protection	\$ -	\$ -	\$ -	\$ -	\$ -
07-0000-2103	Def Rev - General	\$ -	\$ -	\$ -	\$ -	\$ -
07-0000-2503	Def Rev - Library - Grants	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00
DEFERRED REVENUE		\$ 4,963,964.45	\$ 4,273,082.25	\$ (1,234,257.55)	\$ 8,002,789.15	\$ 3,038,824.70
RESERVES, RESERVE FUNDS, AND DEFERRED REVENUE		\$ 13,150,941.29	\$ 6,657,511.43	\$ (2,521,080.63)	\$ 17,287,372.09	\$ 4,136,430.80



Staff Report CL2021-011

Title of Report: CL2021-011-Municipal Code of Conduct Consultation Survey
Department: Clerks
Branch: Legislative and Council Services
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report CL2021-011 as information; and
That Council appoint Mayor Woodbury to participate in the June 8, 2021 townhall session with other Western Ontario municipal representatives to discuss Municipal Codes of Conduct being hosted by the Ministry of Municipal Affairs and Housing.

Background:

Under the [Municipal Act, 2001](#), all municipalities are required to establish a code of conduct for councillors and certain local boards. They are also required to provide access to an integrity commissioner.

Currently, in effect at the Township of Southgate is [Policy No. 9 – Code of Conduct](#) for Members of Council, Committee and Local Boards and [By-law 2019-002](#) – Appointment of Integrity Commissioners: Principles Integrity.

Staff Comments:

With the support of the Association of Municipalities of Ontario (AMO) on April 14, 2021 the Ontario Government announced a 90-day consultation being launched to obtain feedback on how to strengthen municipal codes of conduct. The full news release from the Province can be viewed [here](#).

The aim of the consultation is to ensure that councillors and heads of council maintain a safe and respectful workplace and carry out their duties as elected officials ethically and responsibly.

Staff are encouraging members of Council, Committees, Local Boards, and the public to participate in the online survey and share their thoughts and comments on how to bring effective accountability to municipal governments.

The survey is open until **July 15, 2021** and can be completed here:
<https://www.ontario.ca/page/consultation-strengthening-accountability-municipal-council-members>

Staff will be sharing the survey on our website and through our social media outlets to encourage participation by the public. Staff will also be submitting feedback through the online survey.

Further, on April 27, 2021 staff received correspondence, included in this report as Attachment #1, from the Ministry of Municipal Affairs and Housing to invite members of Council from Western Ontario Municipalities to participate in a townhall session. The purpose of this session is for members of Council to provide feedback to the Ministry regarding codes of conduct. They are asking that one member of our Council be identified to participate in the session being held on June 8, 2021.

Financial Implications:

There are no financial implications to the Township 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 receive Staff Report CL2021-011 as information and that Council appoint Mayor Woodbury to participate in the June 8, 2021 townhall session with other Western Ontario municipal representatives to discuss Municipal Codes of Conduct being hosted by the Ministry of Municipal Affairs and Housing.

Lastly, staff encourages members participation in the municipal code of conduct consultation survey.

Respectfully Submitted,

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

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

Attachment #1 - MMAH Invitation to Western Ontario- Municipal Code of Conduct Consultation - 8 June 2021

**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, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



April 27, 2021

Dear Head of Council,

As you may be aware, the Ontario government is consulting on how to strengthen accountability for municipal council members. We want to ensure that councillors and heads of council maintain a safe and respectful workplace and carry out their duties as elected officials ethically and responsibly. More information on the scope of consultations can be found at [Ontario.ca](https://ontario.ca).

As part of this work, my colleague, Jill Dunlop, Associate Minister for Children and Women's Issues will be seeking input from members of council representing each of Ontario's municipalities through one of two hour-long telephone townhall sessions with municipal representatives from Western Ontario's municipalities on June 8, 2021 at 10:45 AM EDT.

This session will provide participants with the opportunity to share their valuable feedback on:

- what changes or mechanisms are needed to better hold council members accountable for municipal code of conduct violations;
- how to effectively enforce these codes
- whether a broader range of penalties for violations of the codes of conduct are needed; and
- the circumstances in which these potential penalties could be applied.

Please identify one member of your council to participate in the session. Once chosen, the one identified member of your council should register via [Eventbrite](https://eventbrite.com) by Thursday, May 6, 2021. The registered member will receive instructions about how to participate in the session prior to the meeting.

We have also launched an online survey to seek input on ways to strengthen accountability mechanisms for municipal council members. I encourage members of council and municipal staff to provide their input on this important topic through the online survey: [Consultation: Strengthening accountability for municipal council members | Ontario.ca](https://ontario.ca). This online survey will be available until July 15, 2021. Please share this link with your municipal staff.

I hope you will accept this invitation to participate in this session, as we look forward to hearing your feedback on how to strengthen accountability for municipal council members.

Sincerely,



Steve Clark

Minister of Municipal Affairs and Housing

- c: Clerk and Chief Administrative Officers
Jill Dunlop, Associate Minister of Children and Women's Issues
Kate Manson-Smith Deputy Minister, Ministry of Municipal Affairs and Housing
Marie-Lison Fougère, Deputy Minister Responsible for Women's Issues



Staff Report CL2021-012

Title of Report: CL2021-012-Community Safety and Policing Act, 2019 - Update
Department: Clerks
Branch: Legislative and Council Services
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report CL2021-012 as information; and
That Council discuss the amendments to the existing Section 10 and 5.1 Board structures under the Community Safety and Policing Act, 2019.

Background:

On March 26, 2019, Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68) and established the *Community Safety and Policing Act, 2019* (CSPA, 2019), which once proclaimed, will repeal the *Police Services Act, 1990*.

In February 2020, the Ministry of the Solicitor General conducted seven regional roundtable sessions across the province. Discussions at these sessions focused on new OPP-related regulatory requirements under the CSPA, including dissolution of Section 10 and 5.1 Boards.

Staff Comments:

On March 18, 2021, staff received correspondence from the Ministry of the Solicitor General, outlining amendments to existing Section 10 and 5.1 Board structures as a result of the CSPA. Specifically, the CSPA will dissolve all existing Section 10 and 5.1 Boards, to create one joint Board per detachment. This correspondence was received by Council for information at the April 7, 2021 regular meeting of Council under Correspondence Consent and can be viewed [here](#).

In considering Section 10 and 5.1 Boards, the Solicitor General is requesting that detachment municipalities and First Nations work collaboratively to create one joint Board to replace single Municipal and First Nations Boards. Applying this model to Grey Bruce would therefore result in one joint Board representing all Section 10 and 5.1 municipalities, including: Township of Southgate, Township of Georgian Bluffs, Township of Chatsworth, Municipality of Meaford, Municipality of Grey Highlands, Town of South Bruce Peninsula and Town of North Bruce Peninsula, and the Saugeen First Nation.

The Saugeen First Nation, should they choose to, have the option to opt-out of participation in the joint Board. To date, no intention to this effect has been communicated.

The CSPA permits creation of more than one Board, where necessary. Should this be determined as a beneficial option in Grey Bruce, the proposal must provide justification for multiple Boards by considering:

- Geography (e.g. distance between municipalities and First Nations),
- Variations in population size,
- The number of municipalities and First Nations within an OPP detachment; and
- Service demands (e.g. calls for service).

Per the correspondence received from the Solicitor General, the joint Board is expected to be composed of a minimum of five members, with 20% community representatives and 20% provincial appointees. Unlike the existing requirements of the *Police Services Act, 1990*, the Mayor of each municipality is not a mandated member of the joint Board.

In 2019, the Township of Southgate renewed the Section 10 servicing agreement with the Ontario Provincial Police service. Upon proclamation of the *Community Safety and Policing Act, 2019*, all in effect Section 10 servicing contracts will be nullified. All municipalities will automatically be serviced by the Ontario Provincial Police service, free of an agreement, unless they have adopted another method of policing (e.g. regional policing services). At this time, there are no anticipated significant changes to billing structures, being that municipalities will continue to be billed individually, not jointly as a detachment.

On April 27, 2021, staff participated in a meeting with all lower tier detachment municipalities, Saugeen First Nation, and the Grey Bruce Detachment Commander to initiate discussions. A proposal indicating as follows, is required to be submitted to the Solicitor General by June 7, 2021:

- Number of seats on the joint Board to be held by each municipality,
- Number of community appointees, and
- Number of provincial appointees.

Should the detachment fail to submit a proposal by the June 7, 2021 deadline, the Ministry will assign a Board structure of their choosing.

Staff are currently working collaboratively with the lower tiers and Saugeen First Nation to bring forward a recommendation to both Council and the Township Police Service Board. Staff will be presenting a report to the Police Service Board at their May 18, 2021 Board meeting where staff foresee a recommendation being approved and passed on to Council for consideration. If no recommendation is approved, the report will be received for information at that meeting.

Staff will then bring a report to the June 2, 2021 regular meeting of Council with recommendation from both staff and the Police Service Board, if any, for a final decision.

Further, it is important to note that although staff encourage Council to take into consideration the recommendation of the Township Police Service Board if received, the final decision of the Board composition lie solely with the Council of the Township of Southgate.

Financial Implications:

As the composition of a joint Board has not yet been confirmed, financial impacts are unknown at this time. Depending on the number of seats dedicated to the Township, cost savings are anticipated considering Member's meeting compensation and mileage expenses.

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 CL2021-012 as information.

Respectfully Submitted,

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

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

Attachments: None

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 CAO2021-033

Title of Report: AMO Municipal Delegations Request

Department: Administration

Council Date: May 5, 2021

Council Recommendation:

Be it resolved that Council receive Staff Report CAO2021-033 as information; and **That** Council provide information to staff on requests for delegations with a Ministry at the 2021 AMO Virtual Conference to discuss issues of concern in Southgate by May 12, 2021.

Background:

Staff received a notice on April 23, 2021 from AMO that the deadline for requesting delegation status at the 2021 AMO Virtual Conference (August 15 to 18, 2021) is June 4, 2021.

Staff Comments:

There are some possible issues that Southgate staff suggest we could request Ministry delegations at the 2021 AMO Conference. Delegation topics for consideration that Southgate could lead or be involved with others could be the following:

- Affordable/Attainable Housing Provincial Planning Policy changes
- High Speed Fibre Communications Expansion
- Ministry of Agriculture Food & Rural Affairs for a Local Project we are working on with investors.

The final delegation requests will be based on working with Mayor Woodbury and possibly other Grey County CAO's that we may partner with for Minister meetings. Staff will require any delegation suggestions by May 12, 2021 from Council members to the CAO for consideration as delegation requests will be for discussion at our next meeting. Delegation suggestions must include the Ministry being requested, the issue(s) for discussion and goal or outcomes to be achieved for each meeting.

Financial Impact or Long Term Implications

There is no financial impact as a result of this report as costs for attending the AMO conference have been included in the 2021 budget.

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 CAO2021-033 as information.
2. That Council provide staff with subject for discussion and the Ministry we should meet with for a delegation by May 12, 2021 for discussion at our next meeting.

Respectfully Submitted,

CAO approval: Original Signed By

Dave Milliner – CAO

dmilliner@southgate.ca 923-2110 x210

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

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Staff Report CAO2021-034

Title of Report: Dundalk Olde Town Hall Building RFP Property Sale -
Proposal Report

Department: Administration

Council Date: May 5, 2021

Council Recommendation:

Be it resolved that Council receive staff report CAO2021-034 as information; and

That Council receive the Dundalk Olde Town Hall RFP Property Sale proposal as received from Wellington Capital Corporation with the conditions they have provided; and

That Council direct staff to meet with Team Town Hall, the Dundalk Little Theatre and other interested community groups to discuss their involvement and/or financial commitment in supporting community access theatre space for community cultural events; and

That Council direct staff to work with Wellington Capital Corporation related to negotiating on a Dundalk Olde Town Hall Theatre and Building Space Use Agreement with the proponent on the issues related to the use of the building, defining actual capital investment, fixed operating/maintenance costs and clarifying other issues needing clarification in the proposal.

Background:

Southgate Council received staff report CAO2020-082 titled, Dundalk Olde Town Hall Building Sale at the December 16, 2020 meeting and approved the following resolution:

Moved By Councillor Shipston; **Seconded By** Councillor Frew;

Be it resolved that Council receive staff report CAO2020- 082 as information; and That Council approve the Dundalk Olde Town Hall Building Request for Proposals (RFP) Property Sale Report as presented; and

That Council direct staff to release the Dundalk Olde Town Hall RFP document for distribution and advertising in early January, 2021 with a closing date of February 22, 2021 at 2:00 pm; and

That Council direct staff to continue to consult with interested community groups as part of the Dundalk Olde Town Hall transition discussions and commitments related to future use, partnerships, involvement in project fundraising and donor support for the Dundalk Olde Town Hall upgrades.

Carried No.2020-618

The Township received one Dundalk Olde Town Hall RFP Building Sale proposal that was opened on February 22, 2021 at 2:00 pm through a virtual meeting link with Kayla Best in the Council Chambers and online was Treasurer Liam Gott, Facilities Manager Kevin Green, Public Works Manager Jim Ellis and CAO Dave Milliner. One proposal response was received from Wellington Capitol Corp., represented by the owner Mr. Ray Stanton, who also owns the Dundalk Herald business.

At the March 3, 2021 Council staff report CAO2021-021 titled "Dundalk Olde Town Hall RFP Building Sale Request Proposals Received Report" and approved the following motion:

Moved By Councillor Dobreen; **Seconded By** Councillor Shipston;
Be it resolved that Council receive staff report CAO2021- 021 as information; and
That Council direct staff to review the Dundalk Olde Town Hall RFP Property Sale proposal received from Wellington Capital Corp and report back to Council in the next 90 days with a recommendation.
Carried No. 2021-111

Staff Comments:

The purpose of this report is to report on staff's evaluation of the proposal received from Wellington Capital Corporation (Attachment #1) for the Dundalk Olde Town Hall RFP Building sale intake to investigate interest in the property. Staff considered the proposal through the individual review by the Facilities Manager, Treasurer and CAO.

Wellington Capital Corporation - Commitments provided in their Proposal:

- They would preserve the Heritage designation of the Dundalk Olde Town Hall.
- They would work collaboratively with the Township to determine the best use of the building going forward.
- Preservation of the theatre space would be explored through review of the engineering reports to revisit the renovation of the second floor and look into how partnerships with the Township and community groups could complete the required work for the best use of the property.
- The ownership group would relocate one of its businesses which would be the Dundalk Herald operations to a portion of the main floor of the building. The space required in the building for the Dundalk Herald newspaper business has yet to be determined.
- The bidder's submission has committed to lease the theatre space and a portion of the main floor to a community group to run community cultural events.
- The bidder has been in discussions with Team Town Hall about a 20 year lease arrangement for a part of the building for theatre events.
- The bidder's expectation is the Township of Southgate would also sign the 20 year lease agreement as a partner.

Questions for Wellington Capital Corporation based on their Proposal:

- Answers to question 6 and 7 needs to provide firmer commitments on timelines of the bidder's capital investments commitment in the building and providing target dates on the availability of the community spaces to better understand the future availability for public community use.
- Clarify bidders answer to question 3(b), to determine the actual capital cost contribution number from the Township.

- Clarify bidders answer in question 3(b), to determine share of operating costs of the building, which will have to be better defined to identify those financial commitments required by the bidder.
- Confirm with the bidder that the Township of Southgate, Team Town Hall and its partners has exclusive use and control of theatre and main floor allocated space for its public use?
- Based on the community event uses being infrequent during the week, more so on the weekends and after hours for the use of the first floor community space area and that the proposal should consider multi-use options during weekdays during business hours for other business, public or community uses.

Questions and Commitments for Team Town Hall to answer:

1. Define who is Team Town Hall in relation to their role in a three member partnership with the building owner and the Township?
2. Establish Team Town Hall's financial commitments and responsibility to Southgate or to the future owner of the building in the way of financial contributions and the 20 year sustainability of their portion of those capital and operating costs toward the Olde Town Hall theatre space for project upgrades and ensuring the use of the facility?
3. Does Team Town Hall include Dundalk Little Theatre in their discussions?
4. Team Town Hall is mentioned as leasing space on the main floor in the Wellington Capital Corporation proposal.
 - i. How are Team Town Hall paying for this expectation of fees?
 - ii. Would the fees be set at a rate to cover costs per rental or an annual fee or an option of one or the other?
5. Will Team Town Hall group be forming as a Corporation or a not-for-profit entity to demonstrate their commitment and responsibility to the long term participation in the Olde Town Hall Agreement with the Township of Southgate for operation and maintenance of the theatre space use as a community cultural facility?
6. Team Town Hall should provide an annual operating budget of revenues and expenses as well as business plan that provides building community annual use commitments presented on a monthly basis.
7. Consideration in the sale documents for Dundalk Little Theatre's (DLT) property and equipment (lighting & sound system) presently in the theatre space?

Township of Southgate considerations and decisions when creating a Community Theatre Use Agreement with Team Town Hall and the new owner of the Dundalk Olde Town Hall building:

1. What if Team Town Hall fails to maintain its commitments, is there still expectation of Township to run theatre when the operation cost were our issue with municipal ownership?

Without Team Town Hall or another community group like the Dundalk Little Theatre's involvement would mean a Theatre Use Agreement would terminate as a 3P partnership. The Township could retain the rights to resurrect a similar agreement with the building owner, if an interested community group presents a proposal to the Township and Wellington Capital Corporation within 3 years after the original agreement has lapsed.

2. Will the annual capital, operational or monthly leasing costs will still be owed, if theatre space is unused?
 - i. Tied to cost without ownership, \$3,000 per month plus and estimated \$1,000 in operational costs, we would need \$48,000. Could cost the Township \$50,000 annually if we are left with all the costs. We would need \$950 per week in revenues to cover costs.
 - ii. Consideration should be the ability to charge fees to cover expenses and will the rates be too high for renters to operate.
3. Should the sale of the building for \$1,000.00, exclude the Township of Southgate of all ownership? No strings attached on sale, then usage is negotiated after sale is completed with the community group(s).
 - i. We could end up with more invested in the facility without ownership than we currently have now with owning the building.
 - ii. Should the transaction be completed with no strings attached?
 - iii. In 20 years we could invest \$1 million dollars and we may be better spending the money on a new facility that we would control.
 - iv. Purchaser is making reference to Team Town Hall in their proposal, yet we are leasing theatre space. Should the partnership on the lease be made with Team Town Hall for increased commitment by them and not the Township?
 - v. The Township may want to consider a 5 year term on the sunset of the agreement to contribute to the theatre space capital and maintenance costs based on the bidder's capital commitments during this same time.
4. What if future owner of the Olde Town Hall walks out on property halfway through the renovation?
 - Is there too much trust and good faith implied in the purchase? An Ownership fallback clause to the Township for the amount of the purchase price should be a consideration, if the building renovation fails to proceed.
 - Wellington Capital Corporation's failure to complete building and the theatre space upgrade they committed to based on timelines could be the trigger as a Township option clause and first right decision to buy back the building for the purchase, if Team Town Hall and other community groups remain committed to the use agreement.
5. Should the Township of Southgate have an opt out clause based on conditions and a one year notice period, if the agreement is not fulfilling its desired needs of the Township of Southgate and the community groups fail in their commitments to use of the Olde Town Hall leased space?

Financial Impact or Long Term Implications:

This RFP process will be a consideration as a possible solution through private ownership, with local business involvement, community organizations as partners and municipal participation at some financial level of involvement by all parties to support the sustainability of the building for the future culture uses, if the interest and commitment is sustainable over time in the community.

Council will need to consider the Township's involvement and future financial contributions in the Dundalk Olde Town Hall, along with the involvement of multiple community partners and a signed agreement with annual financial commitments by Team Town Hall to support capital upgrades and operating costs related to the theatre building space. The Township and Team Town Hall with their community partners will need to establish a sustainable partnership and an agreement with the new owner of the building in relation to the Theatre space upgrades and future use, if the Olde Town Hall building sale is completed.

Bid Proposal - Township and Community Group Future Costs for Theatre Use

- The financial expectation of Wellington Capital Corporation is that the lease cost for the building's use would be \$3,000 per month in net rent plus annual CPI (Consumer Price Index) increases, plus appropriate share of operating costs of the building, which will need to be better defined by the bidder.
- The proposal requests an upfront one-time contribution for capital costs to restore the building and to bring it up to current building standards. The Township's capital contribution would be equal to the expected demolition cost of the building.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public to facilitate a Trusted, Timely, Transparent decision-making process.

Goal 4 - Adequate and Efficient Public Facilities

Action 4:

The residents and businesses of Southgate expect the Township to plan and adequately provide for public facilities for gatherings, recreation and doing business with the Township, while recognizing at the same time that facility needs can change with age and a changing population.

2019-2023 Southgate CAP-Strategic Initiative 4-B

The Township will have made a decision on the future viability or uses of the Olde Town Hall, and taken action accordingly.

2019-2023 Southgate CAP-Strategic Initiative 4-D

The Township will have reviewed all facilities it owns to determine their condition and utilization and to develop a business case for the future use or disposition of each facility.

Concluding Comments:

1. That Council receive this staff report as information.

2. That staff meet with Team Town Hall, the Dundalk Little Theatre and other interested community groups to discuss the management of the theatre & community building space use, their involvement in the financial commitment (capital & operating costs) in supporting community access to the theatre space for community cultural events.
3. That staff review and negotiate with Wellington Capital Corporation a Dundalk Olde Town Hall Theatre and Building Space Use Agreement based on their responses in their proposal for the Dundalk Olde Town Hall building purchase related to future use, community partnerships issues, defining the Township's actual capital investments, the Township's fixed lease/operating/maintenance costs and clarifying other issues in the proposal.
4. Included in this report as Attachments #2, #3 & #4 are copies of letter response received from the Dundalk Little Theatre, Dundalk Young at Heart and the Optimists of Egremont Township in response to the 20 letters mailed to community groups on January 11, 2021. Attachment 5 is a example of that letter mailed to community groups.

Respectfully Submitted,

CAO approval:

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

Facilities Manager approval:

Original Signed By
Kevin Green – Facilities Mgr.
kgreen@southgate.ca
519-923-3431

- Attachment #1 – Wellington Capital Corp. RFP proposal for the Dundalk Olde Town Hall Building Purchase
- Attachment #2 – Dundalk Little Theatre Letter
- Attachment #3 – Dundalk Young at Heart Letter
- Attachment #4 – Optimist of Egremont Township Letter
- Attachment #4 – Sample Township Letter mailed to Community Groups



Request for Proposal - Township of Southgate Dundalk Olde Town Hall Property Sale

Prepared by: Ray Stanton
Wellington Capital Corp.
5405 Eglinton Ave., Suite 214
Toronto, ON M9C 5K6

Submitted to: Township of Southgate
185667 Grey Road 9
Dundalk, ON N0C 1B0

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

Attention: Dundalk Olde Town Hall Building Sale Request for Proposals

Dear Mr. Milliner,

Please accept our formal response to the Township of Southgate Dundalk Olde Town Hall Building Sale Request for Proposals.

Founded in London, Ontario in 1998, the Wellington Capital Corp. family of companies are Canadian owned and operated, and strives to provide quality, affordable accommodations to Ontario residents and businesses. Originally a student housing development company, Wellington Capital Corp. has since diversified its portfolio to also include a variety of private and commercial development projects. We have managed the construction of well over one million square feet of residential rental space, and has never missed a scheduled opening date.

We recognize the importance of the Dundalk Olde Town Hall Building to the area, and we trust that you will find our response clearly demonstrates our commitment to the Township and community of Southgate.

Sincerely,

Ray Stanton
President
Wellington Capital Corp.

Schedule F

Bidder Conflict of Interest Declaration

Please check the appropriate response:



I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our Tender submission.

OR

The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our, or our Company's tender submission or the contractual obligations under the Agreement.

List Situations:

Not applicable

In making this submission, our or our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the Township (other than confidential information which may have been disclosed by the Township in the normal course of the tender process) and the confidential information was relevant to the Work/Services, their pricing or tender evaluation process.

Dated at Thursday this 18th day of February, 2021

Firm Name (if applicable): Wellington Capital Corp.

Name of Bidder or Authorization Official: Ray Stanton

Title (if applicable): President

Signature:

Schedule G

Bidders Proposal Response Form

The bidder's proposal should provide a detailed description, definition and/or response to the following questions if you were selected as the successful proposal through this RFP process:

1. (a) What is your own intended business use(s) of the Dundalk Olde Town Hall?

This historical building has been an important part of the Dundalk community since 1905. Our intention is to preserve its Heritage designation, and to work collaboratively with the town in determining its best use going forward. In addition, although engineering reports have suggested that renovating the theatre space is not feasible at this time, should we be the successful proponent, we would like to revisit this opportunity. This space represents a significant piece of history in Dundalk, and has served as a gathering place for over a hundred years, so if preservation is viable, we would entertain how we could partner with the Town and determine best use.

(b) What is the name of the present operating business or a new enterprise that you would be locating in the Dundalk Olde Town Hall?

The ownership group would lease some of the space to the Dundalk Herald, and we would likely relocate this newspaper's operation to a portion of the main floor of this building. The balance of the building would be leased to allow a community group to run the theatre and occupy a portion of the main floor.

(c) What areas of the Dundalk Olde Town Hall would you be using for your business operations?

Should we be the successful proponent, we would need to determine how much space is required to operate our newspaper's offices on the main floor of the building.

2. (a) What is your bid proposals interest and commitment to work with and make space available in the Dundalk Olde Town Hall building to community groups for culture and public use(s)?

We have been working with the Team Town Hall group over the past month on a lease arrangement that would allow them to occupy a portion of the main floor and the second floor theatre for 20 years.

(b) What areas of the Dundalk Olde Town Hall that would be made available for community uses for public gatherings and cultural events?

Please see 2(a).

3. (a) Describe your interest and commitment in creating partnerships with community groups in relation to investments in theatre space of the Dundalk Olde Town Hall?

Please see 2(a).

- (b) Describe the proposals expectation in a partnership with the Township of Southgate in relation to investments in theatre space of the Dundalk Olde Town Hall?

We would hope the Township of Southgate would sign a 20 year lease for their second floor theatre and a portion of the main floor, and they would sublease that space to the community group at similar terms and conditions. It would be our expectation the Township/community group would pay \$3,000/month in net rent (plus annual CPI increases), plus their proportionate share of the operating costs for the building.

In addition to this, the bidder would hope that the Township would contribute the expected demolition costs of the building to the bidder as a one time, up front contribution to the capital costs of restoring the building and bringing it up to current building standards.

4. Bidder's statement in what you as the bidder would describe as your preferred relationship between Community Groups and the Township of Southgate in relation to your proposal answer in Question #3?

Please see 3(a) and 3(b).

5. Statement on space the bidder is making available for community cultural events and meetings in the Theatre area and first floor of the building for public uses during the business day, evenings and on weekends?

The community group will control a portion of the main floor and it will be up to the community group to make available such space.

6. Statement as to capital investments projects the bidder would commit to complete to the Dundalk Olde Town Hall building externally and internally in:

- (a) The first 3 years; To be determined after our own building assessment.
- (b) 3 to 5 years horizon; To be determined after our own building assessment.
- (c) 6 to 10 years; To be determined after our own building assessment.

7. Project capital investments expected by the bidder's proposal in the community use building spaces of the Dundalk Olde Town Hall building where Community Groups and the Municipal partnerships would be expected to complete or participate in the cost of the project(s) over the next 5 years?

This will be determined by our own building assessment.

8. Bidder's property purchase price offered for the land and building as is.

The bidder proposes a purchase price of \$1,000.

I have reviewed my bid proposal and have identified any proprietary or confidential information contained in this RFP Tender submission in writing so that it is clearly identified and described for the Township of Southgate. This information will be redacted by the Clerk's Department prior to be released to the public if properly identified.

Bidders Acknowledgement

Disclaimer Statement and Sale Commitment Acknowledgement:

The Township makes no representation regarding the title to, crown interests or any other matters relating to the lands to be sold. Responsibility for ascertaining these matters rests with the potential bidder(s).

The Successful proponent will be required to pay all costs incurred or required to acquire the subject property, and other costs to transfer the property into his/her name, however, the Township of Southgate will provide all available reports on the property, at the Proponents request.

For further information regarding this opportunity, for a copy of the RFP documents, and a copy of the prescribed Form of Tender, please visit the Township's website at:

<https://www.southgate.ca/en/current-opportunities/tenders-and-rfps.aspx>

or contact:

Dave Milliner – CAO Township of Southgate @ 519-375-0122

Proposals are to be submitted in sealed envelopes marked as follows, and delivered to the address below:

Township of Southgate

Attention: Dundalk Olde Town Hall Building Sale Request for Proposals
185667 Grey Road 9
Dundalk, ON N0C 1B0

The closing date of the submission of Proposal will be at:

February 22nd, 2021 @ 2:00 pm

Proponent/Bidder Approval of their Proposal Submission

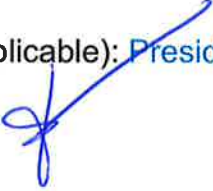
Dated at **Thursday** this **18th** day of **February**, 2021

Firm Name (if applicable): **Wellington Capital Corp.**

Name of Bidder or Authorization Official: **Ray Stanton**

Title (if applicable): **President**

Signature:



From: Grist Mill Winery <gristmill@markdalecable.com>
Sent: February 22, 2021 8:28 AM
To: Kayla Best
Subject: : dlt letter

To Dave Millner
CAO Township of Southgate.

The Dundalk Little Theatre has a vested interest in seeing the Olde Town Hall resume its capacity as a functional theatre. We miss our home greatly and would love to grace the Audrey Oldfield stage once again.

The DLT would love to continue as we had in the past with a minimum of two shows a year, each requiring 33 nights (rehearsal and show nights combined). Additionally, we have always wanted to put on a summer fest but without air conditioning it was never possible. This summer fest could see us use the theatre even more.

As you are aware the DLT put a fair amount of its revenue back into the space and we can see ourselves furthering that cause once we are up and running again.

As for your question about whether the Dundalk Little Theatre believes the municipality should be part of this venture, the simple answer is yes. Arts and Culture are an important part of any community one that frequently sees partnerships with local, provincial and federal governments. As Southgate grows and the expansion in Dundalk proper continues it is even more important to focus on culture and the arts. It is what makes a village, town, or city a place you want to live. It gives a sense of pride in your home. Southgate has always supported local community groups and the Olde Town Hall Theatre should be no different. Obviously, the members of the DLT are passionate about the arts and if there is any way we can help bring the theatre back we are interested.

Jessica Walker
President Dundalk Little Theatre
(519) 477-0676

Dundalk Young at Heart

Doris Nurcombe, Pres

K. Best

Township of Southgate

Dear Sir

Thank You for considering the input from the local seniors of the Dundalk Young at Heart social group.

There is a general consensus of the membership supporting the maintenance of the community theatre and cultural centre of The Olde Town Hall. That being said we can offer no firm committments of use or money.

In discussion with the executive of our group we came to the following responses:

- 1) we would not use the theatre space.
- 2) we cannot financially support the Olde Town Hall.

Our meeting have been suspended for nearly a year and will continue for the foreseeable future due to Covid 19. We wish to express interest in attending any local programs that could be at the theatre; only as individuals patrons.

If there is any positive change once we resume meeting we will contact you.

Thank You

Doris Nurcombe

Optimist of Egremont Township

Chartered



1988

FRIEND OF YOUTH

February 24, 2021

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

Attn: Dave Milliner – CAO

Dear Dave;

Thank you for giving our Egremont Optimist Club an opportunity to review an opportunity to consider making use of the Old Town Hall in Dundalk.

After discussion with our Optimist Members, we determined that would not be likely to make use of the Dundalk Town Hall and the Theatre. All our Optimist activities and events take place in and around Holstein and at our Egremont Optimist Centre rather than in Dundalk.

We wish you the best while you repurpose your Historic building.

Sincerely,

Ellie Adams, Secretary
Egremont Optimist Club

cc. president Brian Milne



January 11, 2021

Name: Dundalk Lawn Bowling
Address: C/O Les Franks
Dundalk, ON N0C 1B0

RE: Dundalk Olde Town Hall Future Interest & Use

To Whom it May Concern

On behalf of the Township of Southgate I am writing to provide an update on the future of the Dundalk Olde Town Hall Building.

Southgate Council has approved Township staff to explore a process to seek interest from the public in the sale of the Dundalk Olde Town Hall Building through a Request for Proposals (RFP). This RFP would be a public process to find out if there is interest in private ownership of the building for business use on the main floor and a relationship that would support community group public use of the theatre space. This relationship may or may not require municipal involvement, support or partnership to maintain the theatre space use and upgrades.

As a municipality we are seeking your comments on the following:

1. **Your group's interest in using the theatre space on an annual basis (please provide number of uses including practice use); and/or**
2. **The financial support/interest you have in preserving this building space through project partnerships to upgrade the building.**

Without real commitments from community groups to use of the Dundalk Olde Town Hall Theatre space annually and some level of financial support it would seem impossible to justify any investment in future tax dollars to maintain this space.

If you would like to discuss this letter in greater detail, Mayor Woodbury and I would be happy to meet with you or your group virtually to be of further assistance to your discussions. We need your feedback, ideas and support now to help us make decisions related to the possible sale of the building. We need to determine if there is a future public demand and use commitments from Community Groups that would require a partnership for the use of the Dundalk Olde Town Hall Theatre spaces.

Please feel to contact me by email or call 519-375-0122.

Yours Sincerely,
Township of Southgate

Dave Milliner – CAO

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 CAO2021-035

Title of Report: Canada Healthy Community Initiative Grant – Public
Consultation for Downtown Proton Street Accessibility &
Streetscape Project Application Report

Council Date: May 5, 2021

Council Recommendation:

Be it resolved that Council receive staff report CAO2021-035 as information; and

That Council approve staff proceeding with a Public Consultation Virtual Meeting on May 18th, 2021 with Downtown Dundalk Businesses and Property owners to discuss and consult to seek input on a Proton Street Accessibility, Streetscape and Community Open Space Project to support Southgate's Community Action Plan Goal #2 of Revitalizing Downtown Dundalk; and

That staff report back to Council on the consultation and feedback to make a decision on seeking funding through a Canada Healthy Community Initiative grant application intake for a Downtown Dundalk Improvement Project.

Background:

Southgate staff met with Grant Match on February 15 and 23, 2021 to discuss a Canada Healthy Community Initiative grant intake for a Proton Street Accessibility and Community Space Project. The available funding in the program is \$31 million investment by the Federal Government and support projects. The minimum funding for a project is \$5,000.00 and maximum amount is \$250,000.00 for each application approved. Grant Match staff completed the research for this applicable funding program opportunity and they feel it is a good fit for our Downtown project. The next intake is due June 25, 2021 @ 5:00 pm. Projects must be completed by **June 30, 2022**.

Council received staff report CAO2021-019 titled, Canada Healthy Community Initiative Funding Report at the March 3, 2021 meeting and approved the following motion:

Moved By Deputy Mayor Milne; **Seconded By** Councillor Shipston;

Be it resolved that Council receive staff report CAO2021- 019 as information; and

That Council defer staff proceeding with an application to apply for funding from the Canada Healthy Community Initiative grant intake for a Proton Street Accessibility and Community Space Project until further information is brought back to Council regarding consultation efforts by staff with downtown Dundalk businesses that may be affected by the project.

Carried No. 2021-110

Staff Comments:

The Community Action Plan (CAP) Goal #2 identifies Revitalizing Downtown Dundalk as one of 6 goals as strategic issues that need attention. Further the CAP Goal #2 further identified 8 strategic initiatives that should be considered by Council and implemented by staff to address the specific projects identified for Downtown Dundalk.

We have been completed or made significant progress on 4 of the initiatives with the construction of Main Street East (Main West scheduled for 2026), creation of a Community Improvement Plan, cancelling the Vacancy Tax Rebate Program and enforcing compliance of downtown buildings for property standards Building Code and Fire Regulations through hiring a Fire Prevention Officer. The outstanding CAP initiatives are:

- The Township will increase its support for, and promotion of, community events, festivals, parades, library activities, and other events that attract people to the downtown area – *The Downtown Dundalk project proposed in this report is required to create accessible business spaces, a community outdoor space in the business section that is a "Place" to attract people and events to increase consumers for our business community.*
- The Township will appoint and work with a Downtown Revitalization Advisory Committee, involving community organizations, businesses, landlords and tenants, and other stakeholders – *An initiative the Township's new EDO would explore with the creation of a Chamber of Commerce or Business Association.*
- The Township will have installed prominent signage to direct visitors to downtown attractions and businesses - *We have approved OMAFRA RED funding for this project.*
- The Township will support the renewal of the downtown murals – *Discussion required with the businesses to determine the value and significance of the murals in downtown Dundalk.*

The Proton Street Accessibility, Streetscape and Community Space Project is a project plan to support revitalizing the downtown business section. The Healthy Communities Initiative program is a fit to support this community project. We have included the following documents to share information on project plans for parking and Proton Street North concepts being:

- Proton Street east side Parking Lot design (Attachment 1);
- Proton Street Accessibility, Streetscape and Community Space Concept #1 (Attachment 2);
- Proton Street Accessibility, Streetscape and Community Space Concept #2 (Attachment 3);
- Proton Street west side future Parking areas (Attachment 4);

We have scheduled a Public Consultation virtual meeting for May 18th, 2021 to engage in discussions with business and building owners in Downtown Dundalk on concepts and ideas for street and sidewalk designs to create accessibility into businesses through sidewalk and open community space areas to allow outdoor commerce and events.

We see the project guideline for the Canada Healthy Community Initiative Grant fits well with our project in the areas of:

1. Opening streets for increased pedestrian zones and active transportation;
2. Allow shared sidewalk patio on downtown streets for business and restaurant to use;
3. Creating gathering spaces in the business area open spaces for events;
4. Creating social distancing markings on sidewalks and crosswalks;
5. Creating mobile stalls for a farmers market, community & festival events in common spaces and allow businesses to operate safely outside.

Staff will consult with the community and engage specifically with the Proton Street businesses and building owners to seek feedback on this type of project to enhance the Downtown Business section as a gathering place for the community. The decision will then be made to apply or not for the Canada Healthy Community Initiative Grant for the Proton Street Accessibility, Streetscape and Community Space Project by the deadline of June 25th, 2021 at 5:00 pm.

Financial Impact or Long-Term Implications

There is no financial cost impact to the municipality in making an application for this grant. If Grant Match secures us funding to support any of our project work, it will be unforeseen revenues that would reduce taxation requirement if we undertake this project. Our agreement with Grant Match charges their service fees of 10% of the approved funding.

Attachment #5 is a copy of our budget for the Canada Healthy Community Initiative Grant for the Proton Street Accessibility and Community Space Project.

Communications & Community Action Plan Impact:

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

Goal 2 - Revitalizing Downtown Dundalk

Action 2: The residents and businesses of Southgate envision our largest town once again becoming a source of community pride and a hotbed of community activity, with a much-improved appearance and a broader range of business opportunity.

Strategic Initiatives 2-E (2019-2023):

The Township will increase its support for, and promotion of, community events, festivals, parades, library activities, and other events that attract people to the downtown area.

Strategic Initiatives 2-G (2019-2023):

The Township will have installed prominent signage to direct visitors to downtown attractions and businesses.

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.

Goal 4 - Adequate and Efficient Public Facilities

Action 4: The residents and businesses of Southgate expect the Township to plan and adequately provide for public facilities for gatherings, recreation and doing business with the Township, while recognizing at the same time that facility needs can change with age and a changing population.

Concluding Comments:

1. That Council receive this staff report as information.
2. That staff hold a public consultation meeting with downtown Dundalk Business and property owners to seek input and feedback on our Accessibility, Streetscape and Community Open Space Project proposal.
3. That staff report back to Council in June 2021 prior to applying for the Canada Healthy Community Initiative grant for the Proton Street Accessibility, Streetscape and Community Open Space Project.
4. Staff have already created a presentation for the May 18th, 2021 the public consultation meeting that will be lead by the Southgate's Mayor and staff. We plan on introducing our new EDO, reviewing the Proton Street proposed upgrades for feedback and introducing the new CIP. Staff will be distributing an invitation and survey document (Attachment #6) to all businesses and commercial property owners that we have contact information on.


Respectfully Submitted,

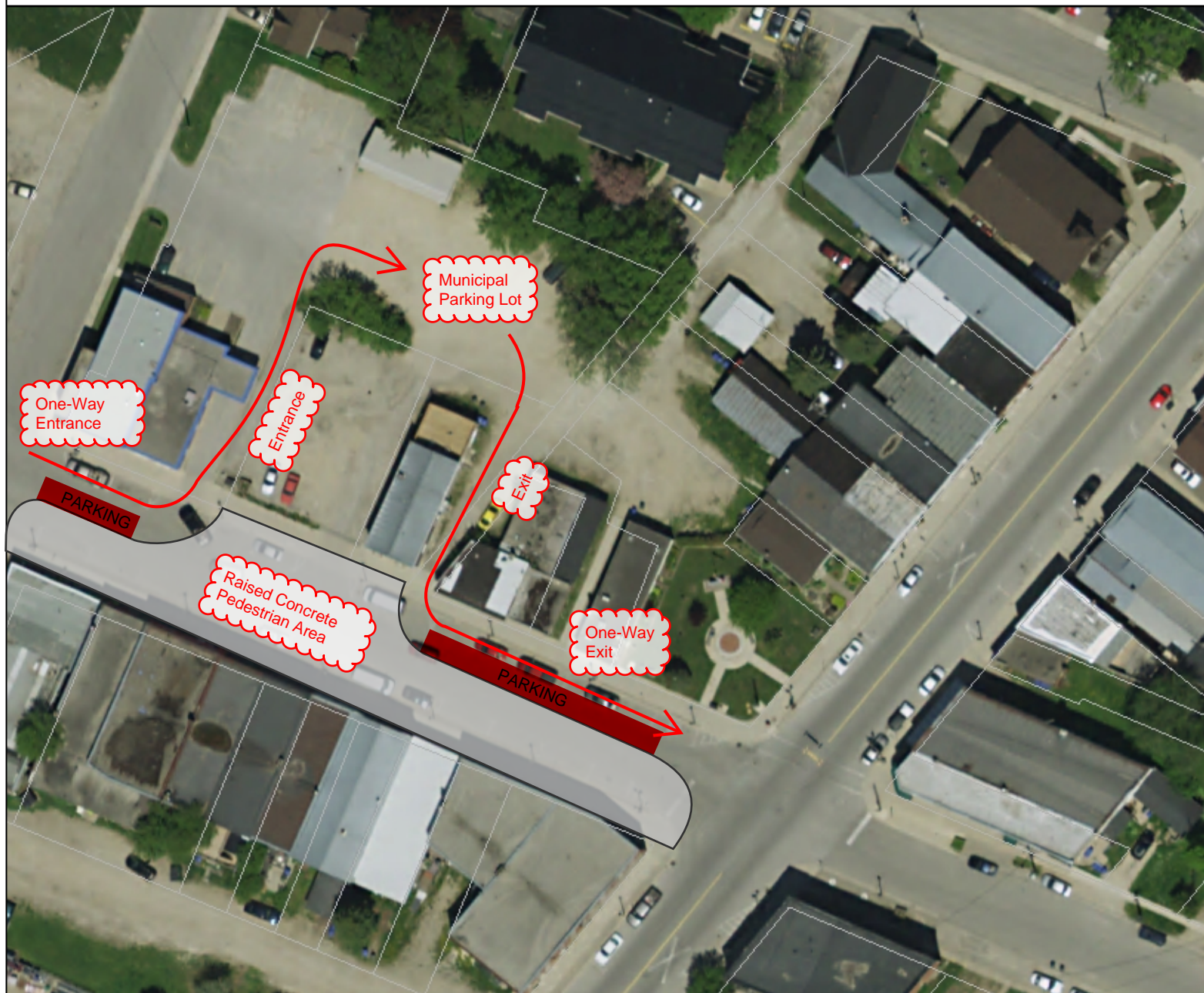
CAO approval: Original Signed By

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

- Attachment 1 - Proton Street Parking Lot Construction
- Attachment 2 - Proton Street Accessibility, Streetscape and Community Space Concept #1
- Attachment 3 - Proton Street Accessibility, Streetscape and Community Space Concept Drawing #2
- Attachment 4 - Proton Street Future Parking Space map
- Attachment 5 - Canada Healthy Community Initiative Grant - Proton Street Accessibility, Streetscape and Community Space Project Budget
- Attachment 6 - Proton Street Accessibility, Streetscape and Community Space Project Survey document

Legend

 Parcels - Current



56 0 28 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
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Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Printed: May 23, 2021

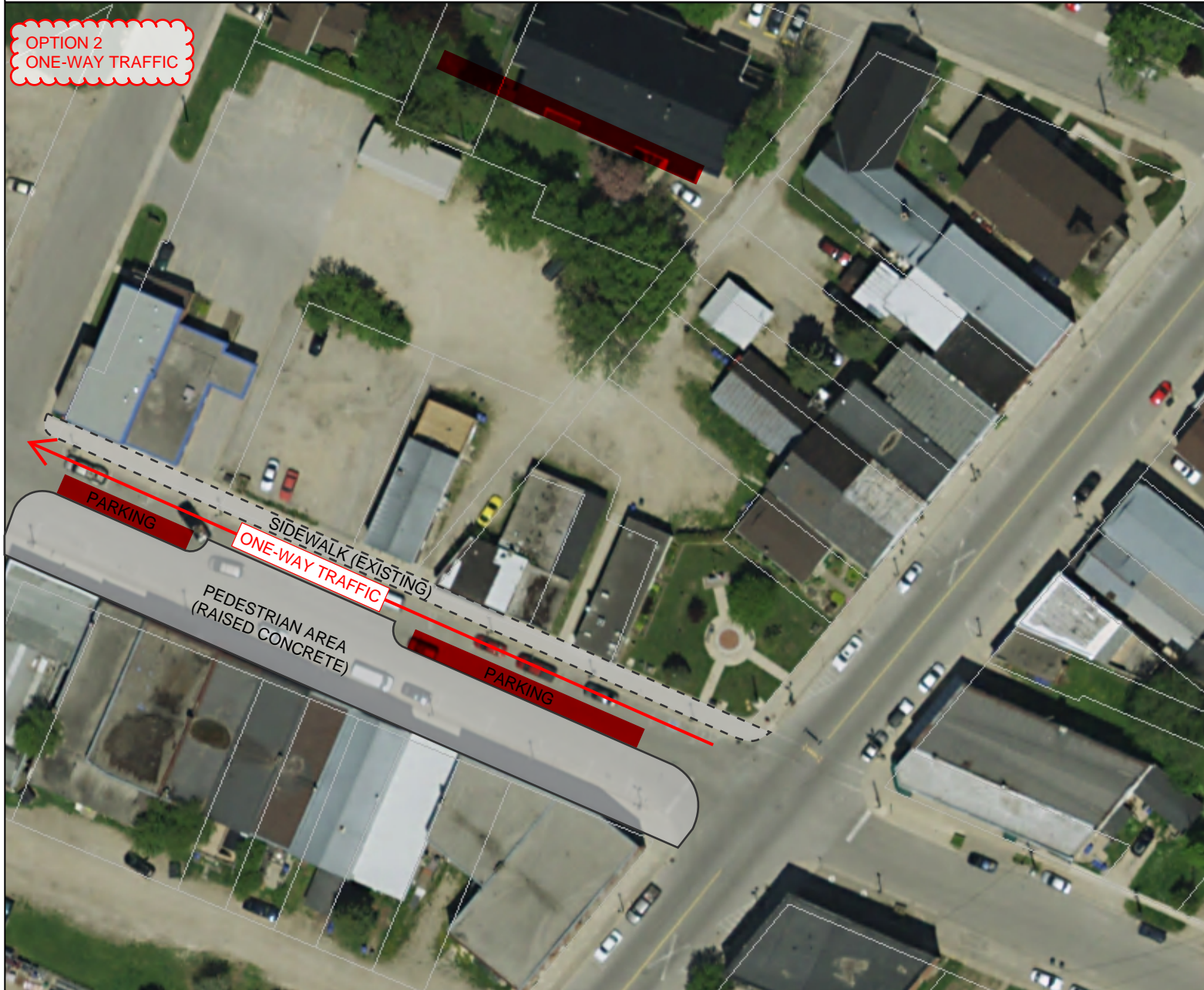
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Legend

 Parcels - Current

OPTION 2
ONE-WAY TRAFFIC



Notes

56 0 28 Meters

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Printed February 23, 2021

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Canada Healthy Community Initiative Grant

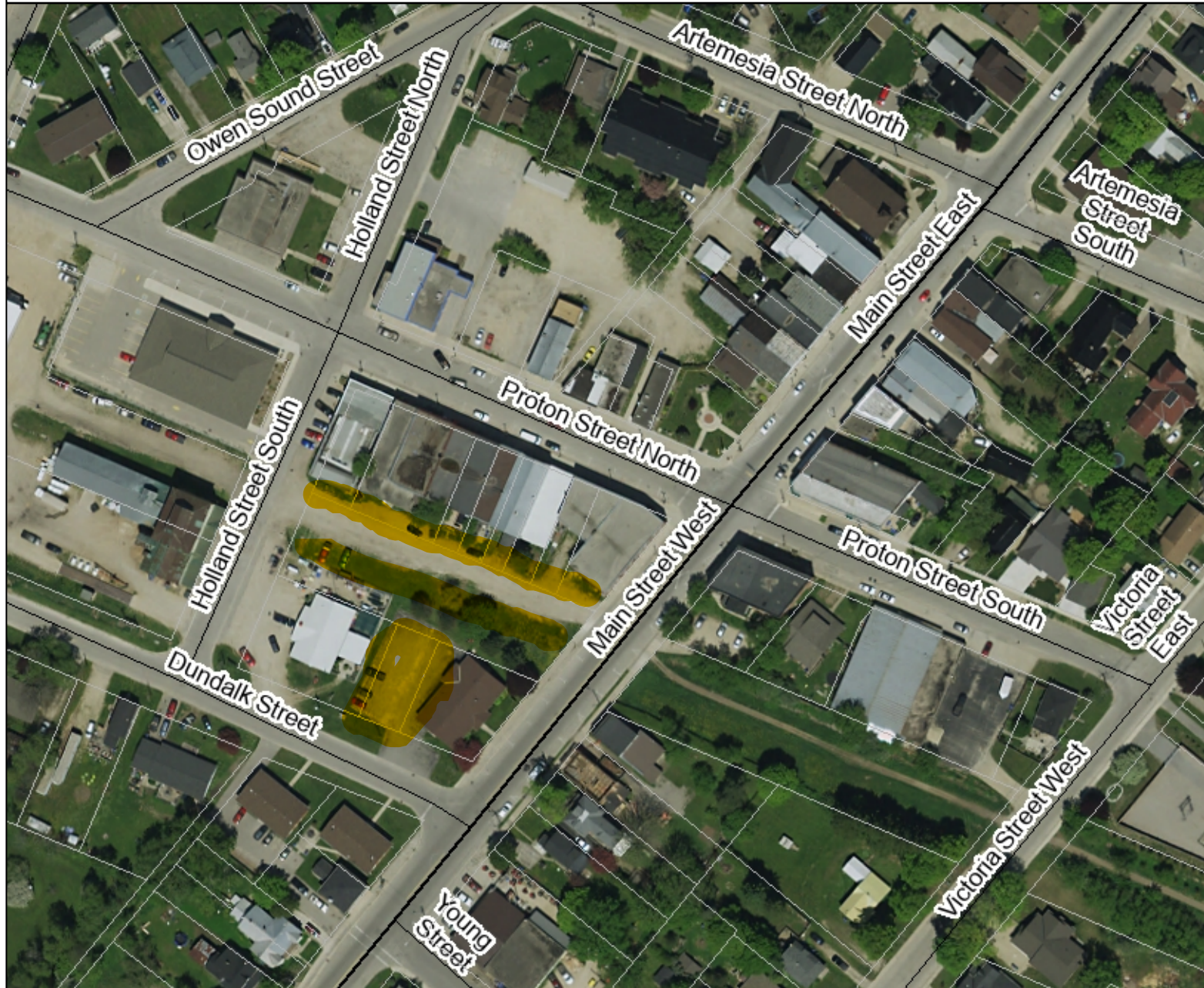
Proton Street Accessibility & Community Space Project

The following is based on a project length of 150m. A 10m wide sidewalk/concrete area on the south side, 3m of sidewalk on the north side (matches existing) and 6m of asphalt for one way vehicle travel and 1 parking lane.

Removals (asphalt, existing sidewalk etc.):	\$ 30,000
Storm Sewers:	\$ 60,000
Sanitary Repairs/Inspection	\$ 10,000
Asphalt for Road Area	\$ 60,000
Concrete Pedestrian Area including Curbs	\$120,000
Miscellaneous items for Project Bonding, Layout, Geotech, legal survey, CCTV inspection, ECA Permit	\$ 15,000
Sub-Total	<hr/> \$295,000
Contingency	\$ 29,500
Engineering	\$ 29,500
Sub-Total	<hr/> \$354,000
HST	\$ 7,100
Total	<hr/> \$361,100

Legend

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



Notes

111 0 56 111 Meters

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Printed April 23, 2021

THIS MAP IS NOT TO BE USED FOR NAVIGATION



Downtown Proton Street Accessibility, Streetscape & Downtown Upgrades Survey

Survey Topic		Description of Topic	Yes or Agree	No or Disagree	I am Undecided
1	Business Accessibility	Do you support the Township creating changes to Proton Street sidewalks between Main Street and Holland Street to address on grade Accessibility into your building or business to attract those persons with physical disabilities.			
2	New Sidewalks	To make existing businesses accessible on the west side of Proton Street will require 2 levels of sidewalks, with one next to buildings that changes in elevations gradually to meet up with entrance levels of the business. The lower sidewalk accessed by stairs and ramp designs that would be for the open space areas, street commerce, streetscape furniture/rest areas, outdoor events and crossing over to businesses on the other side of the street.			
3	Downtown Dundalk and Outdoor Commerce	Do you support the use of sidewalk areas being used for Outdoor Commerce by the Business Owners			
4	Downtown Dundalk and the Local Weekly Farmers Market	Do you support the use of sidewalk open space areas by the Southgate Farmers Market as being positive to Downtown Business attraction to bring more people into Dundalk.			
5	Gather Place for Downtown Dundalk	The Community Action Plan has identified the Dundalk Downtown business section should have a place to attract community events, festivals, parades, etc. to support local businesses and commerce.			
6	Proton Street look related to traffic flow.	(a) Do you support closing part or all Proton Street to vehicular traffic.			



Survey Topic		Description of Topic	Yes or Agree	No or Disagree	I am Undecided
7	Proton Street look related to traffic flow.	(b) Do you support reducing Proton Street to one way traffic flow from Main Street to Holland Street.			
8	Proton Street look related to traffic flow.	(c) Do you support reducing Proton Street to one way traffic flow from Holland Street to Main Street.			
9	Proton Street Parking	Do support reduced parking on Proton Street and the increased parking and upgrade project on the east side lot to pave, increase lighting and identify parking spots.			
10	Future Proton Street Parking	Do you believe the Township needs work with business owners and the County of Grey to develop future parking adjacent to the rail trail.			
11	Future Proton Street Parking	Do you believe the Township needs to develop a future parking lot on municipal property that is now part of Lions Medical Centre.			
12	Rear Entrance to your Business	How do you feel about creating a rear entrance to your Business to increase customer access points to Proton Street from Downtown Dundalk parking lots.			
13	Community Improvement Plan Presentation (CIP)	Do you see yourself applying for a CIP incentive to financially support the growth or sustainability of your business in the next 5 years.			
14	Other Comments or Suggestions you have related Downtown Dundalk	<hr/> <hr/> <hr/> <hr/> <hr/>			
15	Other Comments or Suggestions you have related Community Improvement Plan	<hr/> <hr/> <hr/> <hr/> <hr/>			



CIP User Survey

Priority Areas

Priority Ranking (1 to 7)

Adaptive Re-use of Commercial Buildings	_____
Adaptive Re-use of Industrial and Institutional Buildings	_____
Affordable and Attainable Housing	_____
Downtown Improvements	_____
Redevelopment/Conversion of Brownfield,	_____
Vacant Land/Greyfield Properties	_____
Value Added Agricultural Uses	_____

Southgate's Community Improvement Plan Goals:

The goals and objectives of the Southgate CIP as it is approved is to ensure that community improvement activities are contributing to the vision for Southgate. The incentive programs as described below are designed to contribute toward achieving one or more of the following goals that need to be reviewed and prioritized on annual basis:

- **Adaptive Re-use** of commercial buildings to support development of new commercial uses.
- **Adaptive Re-use** of industrial and institutional buildings to support development of new business to create employment opportunities and community uses.
- **Attainable and Affordable Housing** to increase attainable housing stock, multi-unit housing, rooming house developments, purpose built rental housing, and apartment dormitory style developments.
- **Downtown Revitalization** of store fronts, building interiors, publicly used frontages and streetscapes, reduction of vacant storefronts and increased residential capacity.
- **Redevelopment/Conversion of Brownfield** to promote the redevelopment and/or conversion of brownfield properties.
- **Vacant Land/Greyfield Properties** to promote the redevelopment and/or conversion of greyfield properties.
- **Value Added Agricultural Development** to increase agricultural value-added processing, agri-tourism and facility improvement projects that support retail farm gate sales.

Optional Name & Phone:_____

Date: _____ **Email Address:**_____



Additional Comments:

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 CAO2021-036

Title of Report: New Markdale Hospital Building Project, Request for
Municipal Commitment Payment & more Funding Support

Department: Administration

Council Date: May 5, 2021

Council Recommendation:

Be it resolved that Council receive staff report CAO2021-036 as information; and

That Council direct staff to forward \$360,000.00 of the \$400,000.00 financial
commitment to the New Markdale Hospital Construction Project; and

That Council approve transferring \$40,000 from the Southgate tax stabilization
reserve to top up the New Markdale Hospital Construction Project Reserve to
\$400,000.00 contribution commitment made in 2005; and

That Council approve the additional funding request of \$60,000 for the New
Markdale Hospital Construction Project; and

That Council direct staff to create a reserve contribution of \$30,000.00 per year in
the 2022 and 2023 budget to cover the \$60,000 commitment to the New Markdale
Hospital Construction Project.

Background:

The Township of Southgate made a ten year commitment to the New Markdale
Hospital Construction Project for \$400,000.00 (\$40,000.00/yr.) started in 2005
with Council approving the following resolution:

Moved by Councillor Brian Milne; **Seconded by** Councillor Ralph Winslade;

Resolved that Council contribute \$40,000 for the next 10 years to the Grey Bruce
Health Services Markdale site Building Fund.

Carried. No. 232-05

In 2018 Southgate attained the full \$400,000.00 commitment (with no contribution
in 2009, only \$20,000.00 in 2014 and 2018). A copy of Southgate's New Markdale
Hospital Construction Project contribution report of the reserve history is included in
this staff report as Attachment #1.

The reserve report shows the Mount Forest Hospital Renovation commitment of
\$200,000.00 started in 2014 with \$20,000.00 per year for 10 years. A decision was
made by Southgate Council and in 2020 the Township reallocated \$60,000 from the
Markdale Hospital reserve to fully fund the \$200,000.00 requested for the Mount
Forest Hospital project as they needed the funds to meet their contractor building
payments.

Staff Comments:

The Township of Southgate Mayor and CAO received a presentation by virtual meeting from the Centre Grey Health Services Foundation Chair Harvey Fraser, Major Gift Committee members David Fawcett and Gerry McNalty and Executive Director Darlene Lamberti, reporting on the scope and status of the project, providing a financial overview of new build cost, the amount of the local commitment, fundraising to date and the present financial shortfall. The Foundation is presenting at the beginning of this Council meeting to members with that information.

The Foundation request for Southgate to contribute another \$60,000, if approved by Council, has a 5 year payment request. Staff recommends that the Township budgets this commitment in 2022 and 2023 to support the project construction payment requirements and to save on financing costs being incurred by the project.

Financial Impact or Long Term Implications

The Township's first financial commitment was \$400,000 approved by Southgate Council in 2005. At the present time in 2021 the Markdale Hospital Reserve is at \$360,000 and staff recommend that we finalize the full commitment in 2021 by transferring \$40,000 from the tax stabilization reserve.

The Centre Grey Hospital Foundation funding request to increase our contribution by \$60,000, to cover the new project costs based on the current construction budget.

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.

Concluding Comments:

1. That Council receive this staff report CAO2021-036 as information.
2. That Southgate forward \$360,000.00 of the \$400,000.00 financial commitment to the New Markdale Hospital Construction Project.
3. That Southgate transfer \$40,000 from the Southgate tax stabilization reserve to top up the New Markdale Hospital Construction Project Reserve to \$400,000.00 contribution that Southgate committed to in 2005.
4. That Council approve the addition funding request of \$60,000 from the Centre Grey Hospital Foundation for the construction project in Markdale.

5. That Council direct staff to create a reserve contribution of \$30,000.00 per year in the 2022 and 2023 budget to cover the \$60,000 commitment to the New Markdale Hospital Construction Project.

Respectfully Submitted,

CAO approval: Original Signed By

Dave Milliner – CAO

dmilliner@southgate.ca 519-923-2110 x210

Treasurer approval: Original Signed By

Liam Gott - Treasurer

wgott@southgate.ca x220

➤ Attachment #1 – New Markdale Hospital Reserve Contribution Report

Township of Southgate			
Commitments			
Markdale Hospital - New Build			
			Comments
2005	\$ 40,000.00	\$ 40,000.00	Resolution 232-05 to a \$400,000 committment, at \$40,000 a year
2006	\$ 40,000.00	\$ 80,000.00	
2007	\$ 40,000.00	\$ 120,000.00	
2008	\$ 40,000.00	\$ 160,000.00	
2009	\$ -	\$ 160,000.00	Council decided not to contribute to the reserve in order to reduce tax rate
2010	-\$ 40,000.00	\$ 120,000.00	Council withdrew \$40,000 from the reserve in order to reduce tax rate
2011	\$ 40,000.00	\$ 160,000.00	Contributions of \$40,000 a year resumed
2012	\$ 40,000.00	\$ 200,000.00	
2013	\$ 40,000.00	\$ 240,000.00	
2014	\$ 20,000.00	\$ 260,000.00	Council decided to reduce the contribution in order to reduce tax rate
2015	\$ 40,000.00	\$ 300,000.00	Contributions of \$40,000 a year resumed
2016	\$ 40,000.00	\$ 340,000.00	
2017	\$ 40,000.00	\$ 380,000.00	
2018	\$ 20,000.00	\$ 400,000.00	Contribution of \$20,000 to the reserve to reach the \$400,000 commitment
2019	\$ -	\$ 400,000.00	
2020	-\$ 60,000.00	\$ 340,000.00	Council withdrew \$60,000 from the reserve and redirecte the funds to the Mount Forest Hospital commitment
2021	\$ 20,000.00	\$ 360,000.00	Due to the early payout to the Mount Forest Hospital, Southgate redirected the scheduled \$20,000 a year contribution to replenish the Markdale Hospital Reserve
2022	\$ 20,000.00	\$ 380,000.00	
2023	\$ 20,000.00	\$ 400,000.00	Reserve would be fully replenished in 2023 at existing \$20,000 annual contribution rate

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 CAO2021–037

Title of Report: New Federal Government/Infrastructure Canada Funding
Opportunity – Green and Inclusive Community Building
Program Report

Council Date: May 5, 2021

Council Recommendation:

Be it resolved that Council receive staff report CAO2021-037 as information; and
That Council direct staff to investigate a project in Southgate that fits the
application and funding guidelines under the Infrastructure Canada Green and
Inclusive Community Buildings Program for the July 6, 2021 deadline if we apply for
a grant for over \$3,000,000 or under the continuous intake for grants between
\$100,000 and \$3,000,000 until all funds are allocated.

Background:

Infrastructure Canada has introduced a new funding program that aims to improve
community infrastructure to make it more energy efficient, more resilient, and
higher performing. The Green and Inclusive Community Buildings (GICB) Program
will invest \$1.5 Billion over the next five years to support municipalities with green
and accessible retrofits, repairs or upgrades of existing public community buildings
and the construction of new publicly accessible community buildings.

The GICB Program will fund two types of projects:

1) Retrofits, Repairs, and Upgrades to Existing Community Buildings:

The following community buildings/assets are eligible for retrofit projects:

- Community, culture, and recreation facilities (e.g. community centres, public sports and recreation facilities, cultural buildings, child and youth centres, community adult learning centres, seniors centres etc.)
- Mobile community structures (e.g. mobile libraries, health clinics, youth service facilities etc.)
- Community health and wellness facilities (e.g. food safety and security, community food storage facilities, greenhouses, food banks, community health centres, addiction and mental health centres, rehabilitation centres etc.)
- Indigenous health and social infrastructure facilities (e.g. community health centres, clinics, paramedic facilities, long-term care facilities/elder lodges etc.)
- Indigenous education facilities (e.g. schools, universities and colleges, adult learning centres, early childhood and daycares etc.)

All retrofit projects must be planned to be completed within the timeframe between April 1, 2021 and March 31, 2026.

Eligible Green Retrofits:

- Upgrading lighting systems
- Adding insulation
- HVAC upgrades
- Implementation of new energy management systems and sensors
- Significant reconfigurations to the interior for the purpose of energy savings
- Roof replacement
- Climate resilience retrofits
- Solar PV array
- Wind turbines
- Geothermal exchange systems

Eligible Accessibility/Safety Measures:

- Wheelchair ramps
- Visual fire safety devices
- Slip resistant floors
- Widened, automated doorways
- Washroom renovations for wheelchair access
- Assistive listening and communication enhancement technologies
- Auditory/visual output redundant with information on visual displays and auditory output
- Labels in large print and/or braille on equipment control buttons

2) Construction of New Community Buildings

Eligible new buildings construction projects must be facilities that are accessible to the public and provide a community service. They include the following:

- Community, culture, and recreation facilities (e.g. community centres, public sports and recreation facilities, cultural buildings, child and youth centres, community adult learning centres, seniors centres etc.)
- Mobile community structures (e.g. mobile libraries, health clinics, youth service facilities etc.)
- Indigenous health and social infrastructure facilities (e.g. community health centres, clinics, paramedic facilities, long-term care facilities/elder lodges etc.)
- Indigenous education facilities (e.g. schools, universities and colleges, adult learning centres, early childhood and daycares etc.)

New construction projects will be required to meet the following minimum standard:

- Built to be **net-zero carbon**
- Built to be **net-zero carbon ready**

All construction projects must be planned to be completed within the timeframe between April 1, 2021 and March 31, 2026.

The GICB will be accepting applications under two intake streams:

- Small and Medium Retrofit Projects: Applications ranging in total eligible costs from *\$100,000 to \$3 Million* will be accepted on a continuous basis and funded on a first-come, first-served basis. Applications for the continuous

intake stream will be accepted until total funding has been allocated for this stream.

- Large Retrofits and New Community Buildings Projects: Applications ranging in total eligible costs from *\$3 Million to \$25 Million* will be accepted through a competitive intake process. The deadline to submit an application under this stream is July 6, 2021.

Funding:

The GICB Program will provide funding up to the following limits:

- | | |
|--|------------|
| • Retrofits up to \$9,999,999: | 80% |
| • Retrofits over \$10,000,000: | 60% |
| • New builds up to the first \$9,999,999 of costs: | 60% |
| • New build costs of \$10,000,000+: | 50% |

Staff Comments:

This grant funding is a significant opportunity for a municipal project in Southgate. Based on the program guidelines the project areas that we could look into and possibly others based on Department Head discussions are:

- New Construction for Building Department, Dundalk Works Garage, Planning and Economic Development Offices on the Grey County Property (retain Sand Dome and demolish all the other buildings. (Building Reserve \$768,329.71)
- Municipal Office & Hopeville Works Garage Retrofit – Insulation, mechanical HVAC, lighting, accessibility, etc. (Admin Infrastructure \$87,407.49)
- Dundalk Pool Retrofit (Recreation Pool Reserve \$62,891.86)
- New Construction of Multi-Use Community Facility (DC Recreation & Parks Reserve – part of \$755,677.54)
- Olde Town Hall retrofits (Reserves \$2.47)

Financial Impact or Long-Term Implications

There is no financial cost impact to the municipality in making an application for this grant in the 2021 budget as financial requirement to tender and upgrade or construct would be in the 2022 or beyond budget discussions.

Our agreement with Grant Match charges their service fees for the approved funding.

Communications & Community Action Plan Impact:

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

Goal 4 - Adequate and Efficient Public Facilities

Action 4: The residents and businesses of Southgate expect the Township to plan and adequately provide for public facilities for gatherings, recreation and doing

business with the Township, while recognizing at the same time that facility needs can change with age and a changing population.

Concluding Comments:

1. That Council receive this staff report as information.
2. That staff undertake further research with Grant Match on how the Township should proceed to apply for an Infrastructure Canada Green and Inclusive Community Buildings Program Project.

Respectfully Submitted,

CAO approval: Original Signed By

Dave Milliner – CAO

dmilliner@southgate.ca

519-923-2110 x210



Staff Report HR2021-009

Title of Report: HR2021-009 By-Law On-Call Draft Policy #88
Department: Human Resources
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report HR2021-009 for information; and
That Council approve the Draft Policy #88 By-Law On-Call Policy as presented for review and discussion; and
That Council consider approval of the Policy #88 By-Law On-Call Policy by municipal by-law at the May 19, 2021 Council meeting.

Background:

The following resolution was approved at the March 3, 2021 Council Meeting

Moved By Councillor Shipston **Seconded By** Councillor Dobreen

Be it resolved that Council receive Staff Report HR2021- 003 for information; and
That Council direct staff to proceed with an internal and external job posting for a Building Inspector/By-Law Enforcement Officer closing March 19, 2021.

Carried No. 2021-113

Staff Comments:

By-Law Enforcement is a demanding and timeconsuming activity in the Township of Southgate, specifically from April until November. Calls related to By-Law can come in during non-working hours and while some of these are not required to be attended until working hours, there are circumstances where it is time sensitive and requires immediate attention (for example Fireworks and Noise). In order to enforce such By-Laws, it is recommended that By-Law staff begin to work on a rotating schedule to be on-call for weekends (Friday to Sunday and Holidays). Staff have created Draft Policy #88 By-Law Enforcement On-Call Policy (Attachment #1) to outline the requirements, process and compensation for this on-call schedule.

Financial Implications:

There are no financial implications 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:

1. That Council receive this report as information.

2. That Council approve the draft By-Law Enforcement On-Call Policy as presented.
3. That Council consider approving a municipal by-law at the May 19, 2021 meeting to implement this policy.

Respectfully Submitted,

HR Coordinator: *Original Signed By*

Kayla Best, HR Coordinator/Assistant to the CAO

Dept. Head Approval: *Original Signed By*

Bev Fisher, CBO/By-Law Enforcement Officer

CAO Approval: *Original Signed By*

Dave Milliner, CAO

Attachments:

Attachment #1: Policy 88 By-Law On-Call DRAFT



By-Law Enforcement On-Call Policy - DRAFT

Purpose

The purpose of this policy is to clearly define the compensation, responsibilities and procedures for By-Law Enforcement staff when required to be on call and respond to after hours calls.

Policy Scope

This Policy applies to all Township employees that are By-Law enforcement officers.

1. Compensation

The compensation for the By-Law Enforcement officer that is on-call is as follows:

- a. One (1) hour of pay per day paid at the regular hourly rate (known as "Standby Pay") for the scheduled employee regardless of whether they are called in or not. This time can be used within one (1) pay period or paid out. This time will not impact on the calculation of overtime/banked time.
- b. If called out, compensation will be 2 hours minimum or the time worked including travel to and from the location of the call, whichever is greater plus mileage at the quarterly mileage rate. The time can be banked or paid at a rate time and one-half regardless of "regular" hours worked throughout the week; the officer will specify on their timesheet if it is banked time or paid time.

2. On Call Schedule

- a. A rotational schedule will be posted a minimum of three (3) months at a time.
- b. The on-call schedule will be for weekends only (Friday at 4pm until Monday at 7:30am; with the exception of holidays – see below).
- c. Statutory Holidays will be covered by the officer scheduled to be on-call for that weekend. Statutory Holidays should be divided out equally between staff.
- d. This is a seasonal after-hours service offered from April 1st to November 30th each calendar year focused at responding to outdoor complaints.

3. By-Law Enforcement Officer Duties

The By-Law Enforcement Officer on call must:

- a. Carry the By-Law cell phone and return calls and/or messages within one hour.
- b. Be available to respond to in-person within one hour after the phone call is returned.
- c. Record all actions taken while on call (example phone call conversations, in-person visit details, etc.)
- d. Notify Chief Building Official immediately if unable to be available for scheduled on-call duties for a justified reason (example sickness or family emergency).
- e. Follow all safety protocols listed in Section 5 of this Policy.

4. Chief Building Official Duties

The Chief Building Official must:

- a. Create the rotational schedule and post a minimum of three (3) months in advance.



- b. Assist the officers to alter the schedule if conflicts occur.
- c. The CBO will be part of the rotating On-Call By-law Enforcement weekend schedule.

5. Safety Protocols

When responding to after hours calls in person, officers must:

- a. Use best judgement of the situation to determine if responding alone is safe.
- b. If the situation is not determined safe, police must be called to assist the officer and/or respond instead of the officer.

6. Discipline

Employees that do not follow all sections of this policy will be subject to disciplinary actions.



Staff Report HR2021-012

Title of Report: HR2021-012 Employee Assistance Program
Department: Human Resources
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report HR2021-012 for information; and
That Council approve implementing the Employee Assistance Program for one year to all full time and permanent part time staff; and
That Council approve using the COVID-19 Safe Restart Funding to support this initiative.

Background:

An Employee Assistance Program (EAP) is a confidential, short term, counselling service for employees with personal difficulties. These difficulties can affect employees' work performance.

COVID-19 has been present for over one year and causes many different stresses and struggles for everyone including our staff. HR and management have observed staff that require these services and found this has increased over the past year. According to the Canadian Mental Health Association, 40% of Canadians say their mental health has deteriorated since the onset of the pandemic.

This week (May 3-9) is Mental Health Week and is used to recognize how important Mental Health is for everyone. This year's theme is "Name it, don't numb it". See attached information sheet for more information (Attachment #1).

Staff Comments:

Staff have worked with our benefit advisors to inquire about an EAP. The cost is quoted at \$3.60 per employee per month. The services provided for this cost include Support Services such as counselling for addictions, aging and care giving, anger management, anxiety, domestic violence, depression, grief and bereavement. Other services include legal advisory services, financial advisory service, nutritional coaching and more. See Attachment #2 for the information package.

Staff recommend implementing this program for one year and promoting it to staff through HR and supervisors/Department Heads and encourage staff to use it in order to help support them through their struggles and challenges. After one year staff will assess the use and determine if it is something that is being used and the Township is benefiting from.

Financial Implications:

The cost for the Township to support this initiative for one year is approximately \$2,000 and staff request this be funded out of the COVID-19 Safe Restart Funding.

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 this report as information.
2. That Council approve implementing an EAP for one year and have it funded under the COVID-19 Safe Restart fund.

Respectfully Submitted,

HR Coordinator: *Original Signed By*

Kayla Best, HR Coordinator/Assistant to the CAO

CAO Approval: *Original Signed By*

Dave Milliner, CAO

Attachments:

Attachment #1: CMHA Mental Health Week 2021

Attachment #2: Homewood Information Package



CMHA Mental Health Week 2021 – Fact Sheet

About Mental Health Week

- Every year since 1951, CMHA has hosted Mental Health Week in the first full week in May, making 2021 the 70th year.
- This year, CMHA Mental Health Week is being observed May 3-9, 2021.
- Mental Health Week is a Canadian tradition, with communities, schools and workplaces rallying to celebrate, protect and promote mental health.
- The core objective of Mental Health Week is to promote mental health because mental health is something we can promote and protect, not just something we can lose.
- Visit www.mentalhealthweek.ca for info and tools about CMHA Mental Health Week.
- Connect on social media using the hashtags #GetReal and #MentalHealthWeek.

About the 2021 CMHA Mental Health Week campaign

- The theme of this year's Mental Health Week is understanding our emotions.
- Recognizing, labeling and accepting our feelings are all part of protecting and promoting good mental health for everyone.
- Naming, expressing and dealing with our emotions—even when they're uncomfortable—can make us feel better.

A time of unprecedented stress and anxiety

- People are experiencing unprecedented stresses and feelings of anxiety related to COVID-19.
- 40% of Canadians say their mental health has deteriorated since the onset of the pandemic.¹

¹ CMHA/UBC study on the effects of COVID-19 on the mental health of vulnerable populations.
<https://cmha.ca/documents/summary-of-findings>

About the basics of emotions

- Emotional literacy is the ability to recognize how we feel, understand our feelings, label them and express them.
- When we are emotionally literate, we are better able to manage our emotions, or “regulate” them.
- Although we “feel” our emotions in the body and may recognize they are there, sometimes our emotions can be hard to put into words.²
- An event can trigger emotions very quickly, automatically, and even unconsciously.
- Emotional events can trigger changes in our facial expressions, muscle tone, and voice tone, in our autonomic nervous system that regulates our heart and respiratory rate, digestion, perspiration, and in our endocrine system, which involves our hormones.³

About putting emotions into words

- Scientists call the act of putting feelings into words *affect labelling*.
- Saying “I feel sad” or writing about what’s upsetting you are both examples of affect labelling.⁴
- When we put our feelings into words, we are actually constructing and making meaning of our emotions. Without words for emotions, our feelings might seem unclear to us.⁵
- Affect labelling has been compared to the effect of hitting the brakes when driving a car. When you put feelings into words, you are putting the brakes on your emotional responses.⁶

How affect labeling works

- When people put their feelings and thoughts about upsetting experiences into language, their physical and mental health often improve. Writing about our feelings can reduce physician visits and positively influence our immune function. Writing can also reduce cortisol (stress) levels and negative mood states.⁷

² Zajonc, R.B. Feeling and Thinking: Preferences need no inferences. *American Psychologist* 35 (1980): 157-93.

³ Levenson, Robert W. Blood, Sweat, and Fears: The Autonomic Architecture of Emotion.

⁴ Torre, Jared B. and Matthew D. Lieberman, Putting Feeling into Words: Affect Labeling as Implicit Emotion Regulation,” *Emotion Review* 10.2 (2018): 116-124.

⁵ Lindquist

⁶ University of California - Los Angeles. "Putting Feelings Into Words Produces Therapeutic Effects In The Brain." *ScienceDaily*. ScienceDaily, 22 June 2007. <www.sciencedaily.com/releases/2007/06/070622090727.htm>.

⁷ Expressive Writing: Connections to Physical and Mental Health James W. Pennebaker and Cindy K. Chung *The Oxford Handbook of Health Psychology* Edited by Howard S. Friedman

- Giving attention to our feelings can help ease anxiety and decrease rumination (or obsessive thinking).
- Naming, talking and writing about our emotions helps to regulate them by decreasing our anger or fear response.
- Naming our emotions lowers amygdala activity – the part of the brain involved in the fear response – and activates the prefrontal region of the brain thought to be involved in inhibiting behavior and processing emotions.⁸
- Affect labeling can reduce the anxiety response in our bodies; for instance, talking about your feelings before giving a speech can help reduce your physiological stress response and anxiety.⁹

About uncomfortable emotions

- Although negative emotional states like sadness are not usually considered desirable in Western society, these emotions can actually help us adapt.
- The experience of “negative” emotions has traditionally been linked to physical illness and decline. However, research shows that our health is based on a complex interplay of positive and negative emotions and that good physical health is promoted when we feel both “the good with the bad.”¹⁰
- Expressing so-called negative emotions can have a positive impact on our relationships.
- Expressing “negative” emotions – such as anxiety, fear and sadness – increases support from others, builds trust in new relationships and deepens intimacy.¹¹

If emotions are overwhelming, please seek support

- Naming – or labelling – our emotions can help us understand and process them. It can even make us feel better. However, if your emotions are overwhelming, persistent and/or are interfering with your daily life, it is important to seek mental health supports.

⁸ Torre, Jared B. and Matthew D. Lieberman, Putting Feeling into Words: Affect Labeling as Implicit Emotion Regulation,” *Emotion Review* 10.2 (2018): 116-124.

⁹ Niles, A. N., Craske, M. G., Lieberman, M. D., & Hur, C. (2015). *Affect labeling enhances exposure effectiveness for public speaking anxiety*. *Behaviour Research and Therapy*, 68, 27–36. doi:10.1016/j.brat.2015.03.004

¹⁰ Herschfield, Hal E., Susanne Scheibe, Tamara L. Sims, and Laura L. Carstensen, “When Feeling Bad Can be Good: Mixed Emotions Benefit Physical Health Across Adulthood,” *Society for Personality and Social Psychology* 4.1 (2013): 54-61.

¹¹ Graham, S. M., Huang, J. Y., Clark, M. S., & Helgeson, V. S. (2008). *The Positives of Negative Emotions: Willingness to Express Negative Emotions Promotes Relationships*. *Personality and Social Psychology Bulletin*, 34(3), 394–406.

- If you or someone you love is struggling, there is hope and help:
 - Please [contact your local CMHA](#).
 - Visit www.cmha.ca/bounceback.
 - Visit the Government of Canada's [Wellness Together](#) portal.
 - Thinking of suicide? Please call 1-833-456-4566 toll free in Canada (1-866-277-3553 in Quebec).

Small Employer Employee and Family Assistance Program (EFAP) Solutions

Harness the power of full-scale employee and workplace support solutions through an exclusive EFAP arrangement.

DID YOU KNOW?

Mental and nervous disorders have replaced musculoskeletal conditions as the top conditions causing long-term disability.

Source: Canadian Council on Integrated Healthcare

The mounting costs of maintaining unhealthy employees, coupled with the expense and disruption associated with staff turnover, is leading many employers to implement a health promotion strategy. Thanks to a growing body of evidence, today's workplace health programs are no longer viewed as just a good idea, but rather a crucial investment in an organization's long-term success.

Source: The Case for Comprehensive Workplace Health Promotion, Centre for Health Promotion, University of Toronto



Employee and Family Assistance Programs (EFAPs) are employer paid benefits that support both the employees and the workplace. These services are designed to enable employees to resolve personal and work issues so that optimal productivity is maintained. They include health, wellness and other strategic solutions for smaller employers.

Homewood Health offers our small organizations the same services as some of Canada's largest employers at a low **rate of \$3.60 per employee per month.**

On-site crisis management response services for organizational crisis and an online Health Risk Assessment are included in our program.

Ease of Use

All of our services are simple and intuitive to use, so all staff can benefit (e.g. online solutions allow easy and secure access anywhere and anytime, clinical response is fast and available 24/7 in both official languages, counselling is short-term and solution-focused, and we have counselling offices across the country).

Prevention Focused

Homewood Health takes a comprehensive and prevention-focused approach to employee well-being and productivity. Our healthy workplace strategy targets the employee, workplace and organization. Our prevention focus strengthens the resiliency of your workforce.

Appealing and Relevant Messaging

We craft our messages to appeal to employees in different stages of their life and career, ensuring that promotion efforts are relevant, appealing, and successful.

Employee Support Services



Our unique solution-focused Cognitive Behavioural Therapy approach focuses on teaching individuals, couples, and families the skills necessary to solve their life problems within a short-term counselling model. Confidential counselling is offered in the local community. Our counselling is delivered through various modalities (face-to-face, telephonic and web-based). Their focus is on specific goal attainment, behaviour change, accurate diagnosis of complex problems, and the best possible outcomes. Counselling is provided for a full range of personal or work-related issues including, but not limited to:

- addictions
- adolescent issues
- aging and care giving
- anger management
- anxiety
- child development
- communication problems
- domestic violence
- depression
- family issues
- grief and bereavement
- marital issues
- parenting
- personal adjustment problems
- relationship difficulties
- sexuality
- stress
- separation / divorce / custody
- special needs of children
- trauma



Life Smart Coaching

Life Balance Solutions

Childcare and Parenting Services: Childcare and parenting specialists work directly with the client to determine appropriate resources and solutions for their childcare concerns. The specialist completes a needs- assessment to ensure all of the issues are addressed.

New Parent Support Services: Childcare specialists will speak with the employee pre and/or post-birth to discuss any concerns the new parent has. After the first call, the specialist will assemble a package of information tailored to meet the client's specific needs.

Elder and Family Care Services: Caregiving specialists work one-on-one with the client balancing the responsibility of providing elder and family care while managing a career. The specialist works directly with the client, completing a needs assessment so as to determine appropriate resources. Where necessary, the specialist can provide information on how to obtain an in-home assessment for those in need of home care support.

Legal Advisory Service: A national legal advice and counselling service, provided by qualified lawyers who reside in the province of the client's concern. Clients speak directly with a lawyer and receive advice and consultation on the legal matter of concern to them.

Financial Advisory Service: Financial advice and planning service, focused on assessment, budgeting and short-term financial coaching through individual telephone and/or email, and may include planning sessions, as well as budgeting exercises and homework.

Relationship Solutions: A fresh approach for couples needing to address relationship issues. The service helps couples take a proactive and fun approach to enhancing their relationships, and includes up-front coaching, and a Relationship Solutions Resource Kit.

Grief and Loss Coaching: Helps clients understand the grieving process by providing them with coaching support and resources to help them manage through the range of emotions and difficulties one experiences when faced with a significant loss. This program is helpful to those who have lost a loved one or are experiencing other forms of loss in their life, including job loss, divorce, or ending of a relationship.





Career Smart Coaching Services

Career Coaching. Working with a career specialist can help employees identify and articulate their skills, aptitudes, values, personality traits, and interests as they relate to career choice and goals. Employees can also receive coaching for concerns around starting a new job, struggling to manage time effectively and dealing with career-related problems or conflicts.

Shift Worker Support. Homewood specialists can help individuals who are struggling to make working shifts a part of a healthy and rewarding family and social life. Our specialist starts by completing a full assessment to ensure all concerns are addressed, then puts together a package of information, customized for the client's needs and provide our shiftwork package as needed.



Pre-Retirement Planning. Homewood's Pre-Retirement Planning Service provides employees with a package of customized information and coaching with a career or financial counsellor as appropriate. The specialist will complete an assessment of the employee's psychological and emotional needs as he or she approaches retirement. In most cases, the employee will be empowered to build and implement a plan to shift gears into retirement. The specialist will provide a personalized information package and follow-up support as required.

Health Smart Coaching Services

Nutritional Coaching. Our nutrition services include telephonic coaching and a robust, online platform, which includes tools and resources covering a full range of topics that deal with a range of questions or problems. Clients can translate the latest nutritional science information into practical strategies, healthy eating advice and tools they can use.

Smoking Cessation Program. Homewood provides one-on-one telephonic consultation for clients wishing to quit smoking. Our Smoking Cessation Program addresses all facets of smoking, including both the physical and psychological dependence, and is built on evidence-based, behaviour-change methods.

Jumpstart Your Wellness. 'Jumpstart Your Wellness' provides healthy solutions for ongoing lifestyle, productivity, work life, wellness and weight loss challenges. The program delivers valuable tools and coaching, creating positive and lasting behaviour change.

Included in your program fees:

Online Resources and Services

E-Learning Courses: Homewood Health offers self-paced, confidential, and interactive online courses. Each e-Learning course is self-directed, and presents printable information, quizzes, and exercises. Some have interactive, printable action planning guides that can be customized to allow clients to input their own scenarios and goals. Topics include:

- Embracing workplace change
- Respect in the workplace
- Values-based leadership
- Supporting respect in the workplace
- Managing sensitive employee issues
- Leading the human side of change
- Preparing for your retirement
- Foundations of effective parenting
- Fundamentals of effective supervision
- Resilience
- Resolving conflict in relationships
- Responsible optimism
- Taking control of alcohol use
- Taking control of job loss
- Taking control of stress
- Taking control of your smoking
- Taking control of your anger
- Taking control of your career
- Taking control of your money
- Taking control of your mood



Health Risk Assessment (HRA): The comprehensive HRA allows users to input biometric data, offers more extensive nutritional assessment tools, and overall readiness to change measures that help users identify their health and wellness barriers, to help them get back to being their best. Additionally, the HRA looks at four specific dimensions of emotional health: work-life balance; anxiety; depression; and stress.



Child and Eldercare Locator: Your employees can conduct customized searches by keying in specific requirements. They can search for daycares, homecare, respite care, child services and child care, schools, day camps, overnight camps and residential facilities for kids with special needs. The eldercare function provides access to national resources for older Canadians. This includes: homecare assessments, long-term facilities, assistive care facilities, day care facilities and facilities geared towards the elderly.

Health and Wellness Library: An updated collection of articles and other resources written by qualified experts in their subject field. It includes information designed to improve health and wellness, and assists individuals in improving their personal and work-life balance. Users are provided a wealth of exclusively Canadian content including information on drugs, disease, natural products, tests, procedures, and general health.

Social Media: Our Facebook, Twitter, and LinkedIn integration provides a central hub for building relationships and value in the social media space.



Substance Abuse and Crisis/Trauma

Substance Abuse Counselling: Substance Abuse Counselling is provided as part of Homewood Health standard EFAP response. Homewood Health has established an intervention protocol that meets many industry standards. As a result, many of Homewood Health counsellors are designated as approved Substance Abuse Experts.

Crisis Management Service (CMS): Our CMS involves a multi-faceted, resilience-based approach to crisis intervention, and is designed to offer assessment and emotional first aid to employees after a critical incident. Referral services to support crisis intervention can also be arranged following the initial intervention, as well as post-traumatic stress counselling (through the EFAP) for impacted individuals.

Organizational Services

Key Person Advice Line: Designed for key personnel and supervisors, the advice line allows key persons to contact a Homewood counsellor at any time for consultation should a situation arise at the workplace which requires a professional opinion. These consultations are available on an immediate, as-needed basis.

Promotion: As part of our highly effective promotional plan, we will assist your organization in promoting the EFAP through brochures, articles, posters, pre-launch promotions as well as orientation sessions for employees and managers.

Reporting: We offer the services of an Account Executive who provides an annual report of the number of employees accessing the program. Your Account Executive also provides expert advice, consultation, and problem-solving.

Small Business EFAP Solutions—supporting employee well-being, capability and effectiveness.

Learn more about other solutions offered through your Employee and Family Assistance Program (EFAP).

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Staff Report PL2021-038

Title of Report: PL2021-038-C25-20 Don Lewis
Department: Clerks
Branch: Planning Services
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report PL2021-038 for information; and
That Council consider approval of By-law 2021-064.

Property Location: 143336 Southgate Road 14



Subject Lands:

The subject lands are described as Con 3, Pt lot 36 and are approximately 37ha (91.4 acres). The lands have frontage on Southgate Road 14.

The Proposal

The applicant proposes to sever a portion of his lot (143336 Southgate Road 14 (Lot A)) and merge the severed portion with an existing lot to the east (412202 Southgate Sideroad 41 (Lot B, Holstein Cemetery)). No new lots will be created as a result of this proposal. (See attachment 1)

Background

A Public meeting was held virtually on January 27, 2021. Supporting documents and comments posted on the website are available at:

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notice.aspx#C25-20-Don-Sharon-Lewis-co-Lewis-Land-and-Stock-Associated-with-B13-20->

The comments received include:

The Public Works Department indicate that a safe access can be provided and that a road widening is required if one has not been provided for in the past.

The County of Grey staff indicate that provided positive comments are received from the Conservation Authority regarding the hazard lands and MDS can be met, County planning staff have no further concerns.

The SVCA indicate the proposed consent and zoning are acceptable to SVCA staff.

The Historic Saugeen Metis indicate that they have no concerns or objection.

The Grey Bruce Health unit in a letter with the submission indicate that based on the information and work proposed and in comparison with standards in use elsewhere in Canada, the Grey Bruce Health Unit believes that the land forming the proposal is suitable for the establishment of a green burial ground.

No comments were received from members of the public.

Staff Comments:

With respect to the County comments the SVCA has responded that the application is acceptable and the by-law proposes to reduce the MDS requirement to a Type A land use which will then meet the MDS requirement. Even without the reduction the existing cemetery is directly between the proposed new green cemetery and the existing barn. If MDS was calculated it would be calculated from the zone boundary and not include the green cemetery portion of the lot. Based on this it is Township's staff's opinion that the reduction in MDS setback is appropriate in this particular instance.

Financial Implications:

The financial Implications for this proposal are minimal. It is my understanding that cemeteries are not taxed so the addition of one acre of lands would theoretically mean that 1 acre of lands has been removed from the agricultural tax category to an exempt category. That being said there is a societal need for cemeteries and there are no Green cemeteries in within Southgate.

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 2020 (PPS)

The PPS has been reviewed in its entirety and is intended to guide growth and development and protect matters of provincial interest. The planning analysis in the Planning report submitted by Cuesta Planning Consultants has done a detailed review of the policy. Township staff concur with the overall finding that the proposal is consistent with the PPS.

With respect to the issue of MDS, while it may not meet the exact setback for MDS it can be stated that the reduction in the MDS setback will not further hinder agriculture as the addition to the cemetery is behind the existing cemetery and further away.

County of Grey Official Plan

The County has provided comments on the application and have indicated that provided the Conservation Authority is satisfied and MDS can be met they have no further concerns. The Conservation Authority has provided positive comments and finds the application acceptable.

As noted above with respect to MDS, the intent of MDS is still being maintained and the reduction in the setback will not further hinder agricultural operations in the area.

The applicants consultants have also reviewed the application against the County Policy in their planning report in detail and the Township agrees with the results of the analysis.

Based on the above the report is consistent with the County of Grey Official Plan.

Township Official Plan

The Township of Southgate Official Plan (OP) designates the subject lands "Agricultural" and "Hazard lands".

The Applicants consultants, Cuesta Planning, have addressed the policies in detail in section 2.3 of the planning report submitted with the application. The Township concurs with their assessment of the policies.

Cemeteries are a permitted use within the Agricultural designation of the Township Official Plan. The implementing of the consent to added 1 acre of land to the cemetery will not hinder future agricultural development in the area will not create an undersized remnant lot as agriculture is still proposed to continue. Again the intent of MDS is being maintained.

A Green cemetery is a unique service to the area that will provide individuals with options for end of life and memorial. The approval of the proposal will provide a new opportunity for residents and will still maintain the character of the area and be compatible with agriculture.

Township staff are satisfied the proposal is consistent with the Township Official Plan Policies.

Zoning By-law

The proposed zoning by-law amendment would rezone the retained lands to Agricultural exception (A1-477) and the severed portion to be added to the cemetery lot as Community Facility exception (CF-478). The agricultural exception 477 will recognize the lot area reduction from 37 ha to 36.5ha as a result of the lot addition.

The Community facility exception 478 will provide the relief from the MDS requirement indicating that for the purposes of MDS the use will be considered a Type A land use.

The zoning provisions are reviewed in detail in section 2.4 of the Cuesta Planning report. The Township agrees with their planning analysis and recommend consideration of the amendment.

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:

1. B and W site plan from Cuesta Planning report.

The Corporation of the Township of Southgate
By-law Number 2021-064

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:

- That** Schedule "24" to Zoning By-law No. 19-2002 is hereby amended by changing the zone symbols on a portion of the lands described as CON 3 EGR, PT LOT 36, geographic Township of Egremont, in the Township of Southgate and shown on Schedule "A", affixed hereto, from:
 - Agricultural (A1) to Agricultural Exception (A1-477)**
 - Agricultural (A1) to Community Facility Exception (CF-478)**
- That** Section 33 to By-law No. 19-2002 is hereby amended by adding section 33.477 and 33.478 with the following:

"33-477 Con 3 EGR, Pt lot 36 (Egremont)	A1-477	Notwithstanding the provisions of Section 6.0 or any other provisions to the contrary, lands within the Agricultural (A1-477) Zone, shall be subject to the following zone provisions:
--	---------------	--

Minimum Lot Area	36 ha.
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33.478 Con 3 EGR, Pt lot 36 (Egremont)	CF-478	Lands within the Community Facility exception zone (CF-478) shall be subject to the following additional regulations.
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The lands shall be considered as a Type A land use for the purposes of MDS.

- That** Schedule "A" and all other notations thereon are hereby declared to form part of this by-law; and
- 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 May 2021.

John Woodbury – Mayor

Lindsey Green – Clerk

Explanatory Note

This by-law applies only to those lands described as CON 3 EGR, PT LOT 36 geographic Township of Egremont, in the Township of Southgate. The purpose of the zoning bylaw amendment application is to implement a consent for a lot addition and rezone the severed lands to a community facility to permit a cemetery and the retained lands to recognize a reduced lot area. The by-law will also recognize the new cemetery as a type "A" land use for the purposes of MDS.

The effect of the zoning by-law amendment is to zone the retain lands from Agricultural A1 to A1 exception (A1-477) to recognize a reduced lot area. The Severed lands will be rezoned from Agricultural A1 to Community Facility exception (CF-478) to permit the establishment of a cemetery and recognize the lands as a type A land use for the purposes of MDS.

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

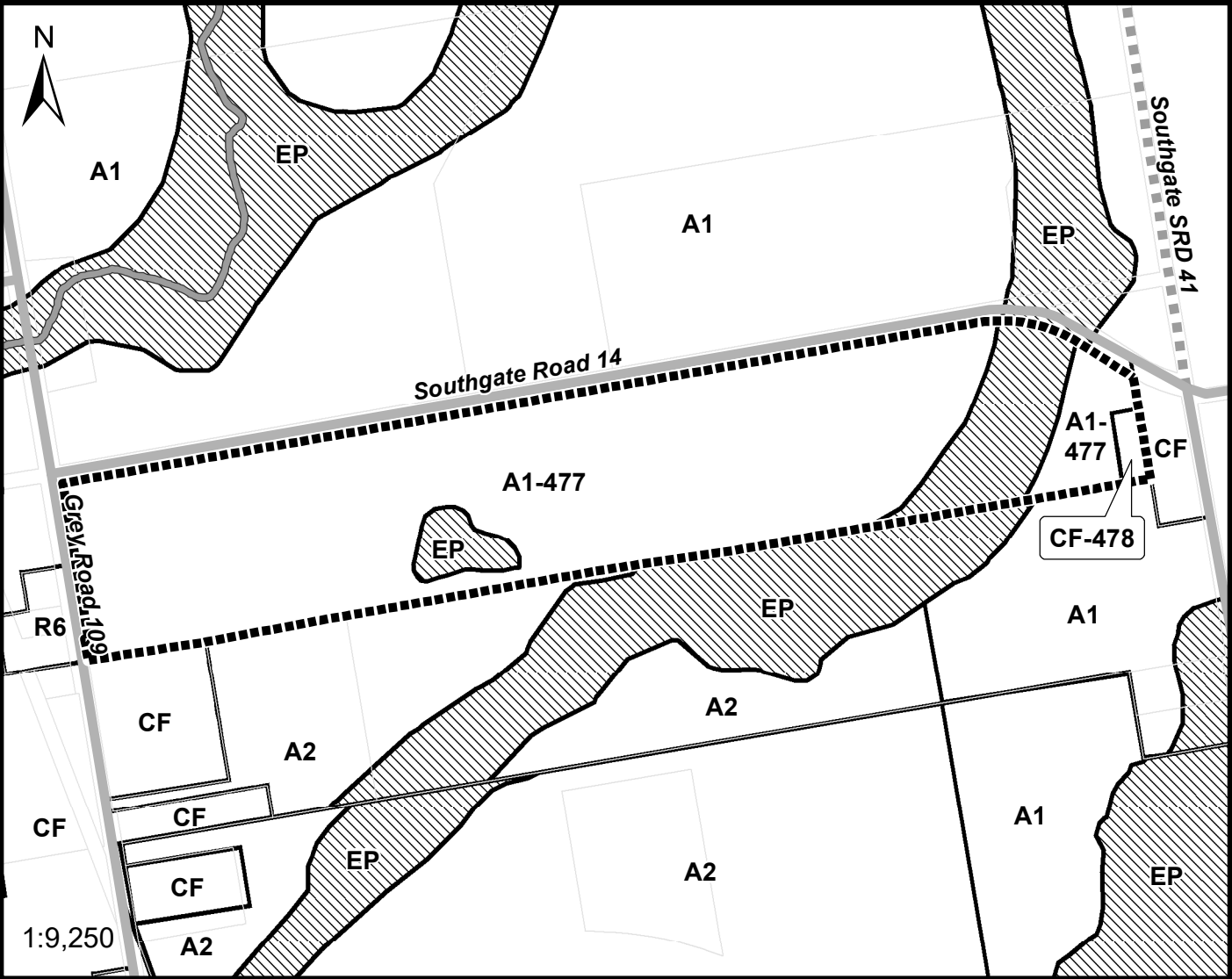
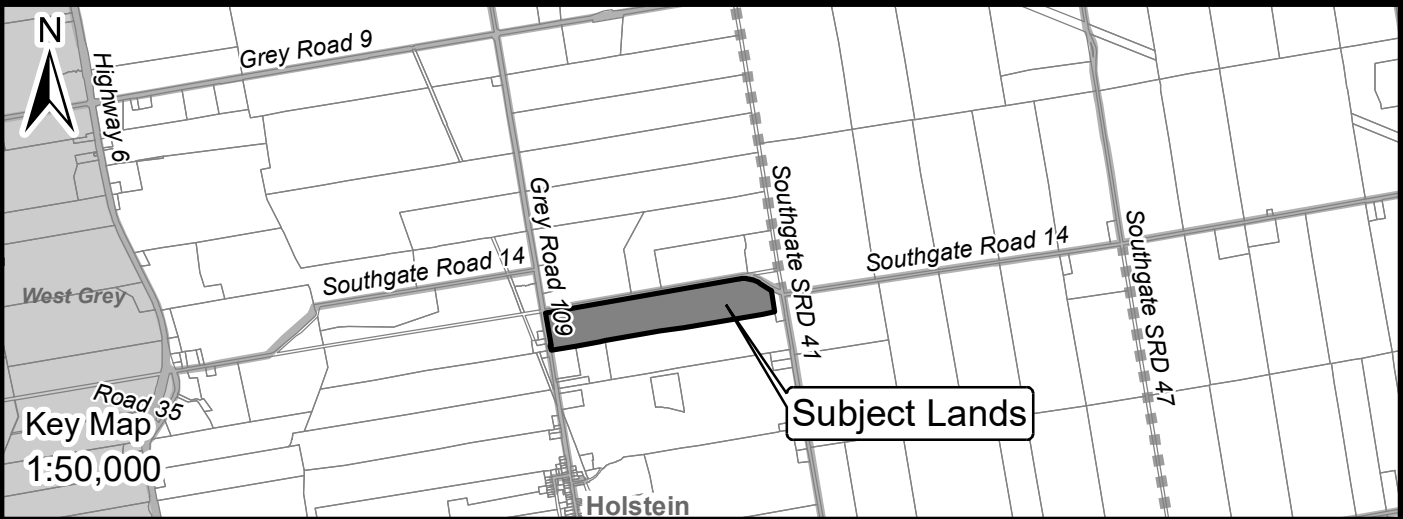
Township of Southgate
(Geographic Township of Egremont)

Date Passed: _____

Signed: _____

John Woodbury, Mayor

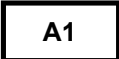
Lindsey Green, Clerk



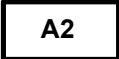
Legend



Lands subject to amendment



Agricultural



Restricted Agricultural



Community Facility



Environmental Protection



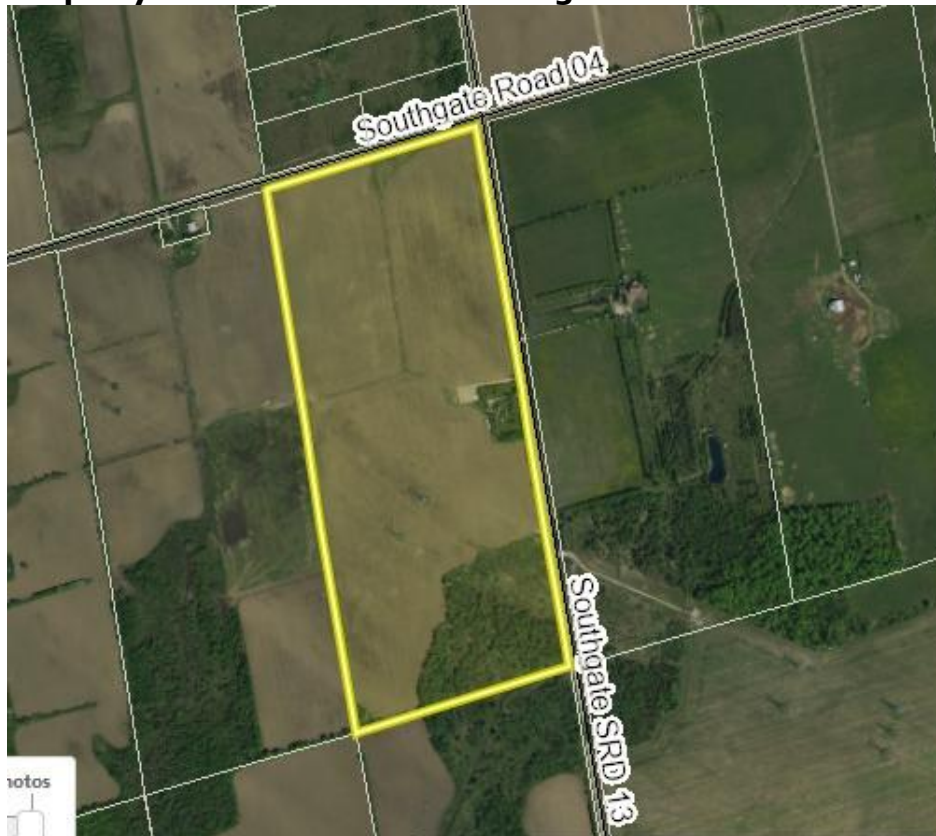
Staff Report PL2021-039

Title of Report: PL2021-039-C28-20 Paul and Ina Martin
Department: Clerks
Branch: Planning Services
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report PL2021-039 for information; and
That Council consider approval of By-law 2021-065.

Property Location: 131156 Southgate Sideroad 13



Subject Lands:

The subject lands are described as CON 2, PT LOT 17 AND; RP 17R2879 PT PARTS 1 AND 2 Geographic Township of Proton and are approximately 40ha (100 acres). The lands have frontage on Southgate Road 04 and Southgate Side Road 13 and are alternatively described as 131156 Sg Sideroad 13.

The Purpose of the zoning bylaw amendment application is to allow for a small scale Industrial shop use to be added to a portion of the property. The owners wish to add, an Industrial shop use in an existing building and a power room use to the list of permitted uses. The Industrial workshop with any office or power room is proposed to be 519m². The outside storage area is proposed to be not more than 730m².

The Effect of the proposed zoning by-law amendment would be to change the zoning symbol on a portion of the property from Agricultural (A1) to Agricultural Exception (A1-479) to allow for a small scale secondary use to be permitted on the property. The Environmental Protection Zone Boundary may be adjusted based on Conservation Authority comments.

Background

A Public meeting was held virtually on February 24, 2021. Supporting documents and comments posted on the website are available at:

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notice.aspx#C28-20-Paul-and-Ina-Martin>

The comments received include:

The Building Department has no concerns and indicates that applicable permits are required.

The Historic Saugeen Metis have no concerns

The Public Works Department indicate that it will require a commercial entrance to be installed.

The County of Grey indicate that provided D-6 guidelines can be met, County planning staff have no concerns with the proposed development.

The SVCA indicate the proposal is acceptable to SVCA staff.

No comments were received from members of the public.

Financial Implications:

The following is an example of the increased tax revenue associated with the addition of a 600m² industrial shop on a residential farm property:

2018	Assessment	Tax Rate	Taxation
RT (Residential)	\$ 250,000	1.236937%	\$ 3,092.34
FT (Farm)	\$ 300,000	0.309235%	\$ 927.71
	<u>\$ 550,000</u>		<u>\$ 4,020.05</u>

2019	Assessment	Tax Rate	Taxation
RT (Residential)	\$ 255,900	1.253103%	\$ 3,206.69
FT (Farm)	\$ 365,468	0.304605%	\$ 1,113.23
	\$ 621,368		\$ 4,319.92
JT (Industrial)	\$ 150,000	3.059331%	\$ 4,589.00
	\$ 771,368		\$ 8,908.92

Of the total taxes of \$8,908.92 above, the Township receives \$4,569.04 (\$2,046.34 pertaining the shop), The County receives \$2,227.56 and the local Board of Educations' receive \$2,112.32.

This is increased revenue every year and therefore after a period of 10 years one shop without including the residence or its portion of Education and County taxes, would generate \$20,463.40 in additional tax revenue for the Township. The entire tax revenue generated could be directed by the Township to the Road budget if necessary, however it should be pointed out, that roads often have a lifespan greater than 10 years. Building the industrial shop would also generate \$17,456.92 in Development Charge revenue.

With the above information we can compare projected revenues from pre and post development. Over a 10 year period, without the development, the Township would collect \$40,200.50 in property taxes. This number would further be divided by the County and Education portions of the taxes collected. Over a ten year period, with the development, the Township would collect \$106,546.12 in property taxes and development charge revenue, which is 2.65 times that if nothing had developed.

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 2020 (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 Industrial use shop will support farming and grow the rural economic base. The lands are further categorized into Rural and Agricultural lands by the PPS. The subject lands are considered as Agricultural; below is a review of those policies.

The subject lands are further characterized as a prime agricultural area within the Provincial Policy Statement. The permitted uses for the agricultural lands are listed below.

"2.3.3 Permitted Uses

2.3.3.1 In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses.

Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on guidelines developed by the Province or municipal approaches, as set out in municipal planning documents, which achieve the same objectives."

The definitions of Agricultural use, Agricultural related use and on farm diversified use are provided below from the PPS. All of the shops being proposed within the Township at the present time fall within one of the three definitions below and are therefore 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."

This proposed shop would be considered an on farm diversified use which is permitted in a Prime Agricultural area.

Minimum Distance Separation (MDS)

Regarding MDS, it has been reviewed and there are no barns that will be negatively impacted by the proposed metal and fabricating shop. Staff have reviewed the MDS information provided and there are no concerns regarding MDS.

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.

Based on the above the proposal is consistent with the Provincial Policy Statement.

Township Official Plan

The Township of Southgate Official Plan (OP) designates the subject lands "Agricultural" 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 construct a shop up to 750 m² in size. The outdoor storage area will be 500m². The proposal complies with the above policy as well as when you look at the definition of small scale below.

The Official Plan defines Small Scale 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, so that the combined outside display area and structure does not exceed 1250 square meters.

The proposal meets this definition and is therefore considered small scale under the policies of the Township Official Plan.

The Township Official Plan section 5.1.1 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 Agricultural Designation.

Section 5.1.3 Development Policies

6. The maximum structure size for new or expanding small scale commercial and industrial uses shall be 750 square metres, with a maximum outdoor storage size of 500 square meters. 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. Such uses will only be permitted on farm parcels greater than 20 hectares, all subject to satisfying the Development Policies as outlined in this Section. Council may, in the future, limit the commercial or industrial use through the implementing Zoning Bylaw Amendment.

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 construction of the shop 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 proposed zoning by-law amendment would change the zoning symbol on a portion of the property from Agricultural (A1) to Agricultural Exception (A1-479) to allow for a small scale Industrial use to be permitted on the property. The dry industrial use may include metal working, wood working, plastics or powder coating and painting and other similar type manufacturing uses. The Environmental Protection Zone Boundary may be adjusted based on Conservation Authority comments. The zoning will also provide regulations for setbacks for the use. Site Plan control will also be required in order to implement specific control measures to address potential nuisance issues such as noise, dust and visual impact. The closest residence is over 260m away to the South.

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

The Corporation of the Township of Southgate
By-law Number 2021-065

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 "46" to Zoning By-law No. 19-2002 is hereby amended by changing the zone symbols on a portion of the lands described as CON 2 PT LOT 17 AND; RP 17R2879 PT PARTS 1 AND 2, geographic Township of Proton, in the Township of Southgate and shown on Schedule "A", affixed hereto, from:

- **Agricultural (A1) to Agricultural Exception (A1-479)**

- 2. **That** Section 33 to By-law No. 19-2002 is hereby amended by adding section 33.479 with the following:

"33-479 Con 2, lot 17 (Proton)	A1-479	Notwithstanding the provisions of Section 6.0 or any other provisions to the contrary, the land zoned A1-479 shall be subject to the following regulations in relation to an additional permitted use being a small scale industrial use. The small scale industrial use may include a metal workshop for fabricating, welding, manufacture of small equipment and parts and repair shop, woodworking shop or other similar type use: a) The use shall remain secondary to the principle use of the property , being an agricultural use. b) The maximum combined size of the Industrial workshop, power room, office and lunch room shall be 520 m ² c) The maximum size of all outdoor storage shall be 730m ² d) All outside storage shall be screened from view by way of fencing or landscaped buffer. e) The shop shall be setback a minimum of 66m from the east lot line along Southgate Sideroad 13. f) The shop shall be setback a minimum of 470m from the Southern lot line being the rear lot line.
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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 May 2021.

John Woodbury – Mayor

Lindsey Green – Clerk

Explanatory Note

This by-law applies only to those lands described as CON 2 PT LOT 17 AND; RP 17R2879 PT PARTS 1 AND 2, geographic Township of Proton, in the Township of Southgate. The purpose of the zoning bylaw amendment application is to allow for a small scale Industrial shop use to be added to a portion of the property. The by-law will add an Industrial shop, office and power room use to the list of permitted uses. The Industrial workshop, office and power room are proposed to be up to 520m². The outside storage area is proposed to be 730m². All other provisions of the by-law shall apply.

The Effect of the zoning by-law amendment is to change the zoning symbol on a portion of the property from Agricultural (A1) to Agricultural Exception (A1-479) to allow for a small scale Industrial use to be permitted on the property.

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

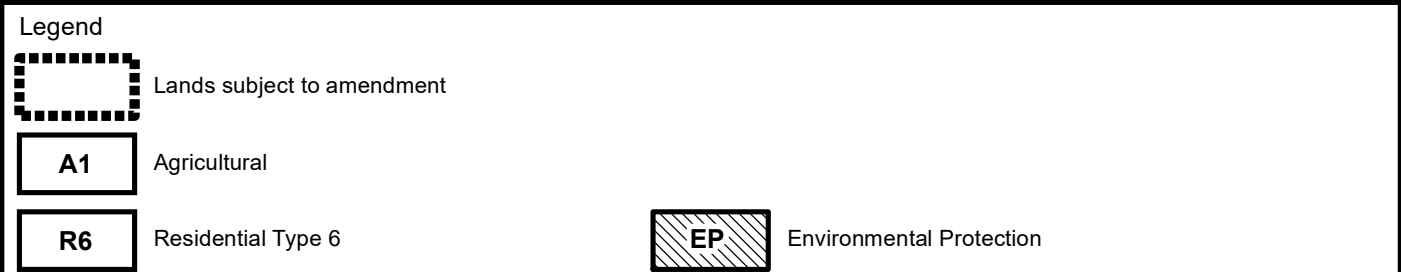
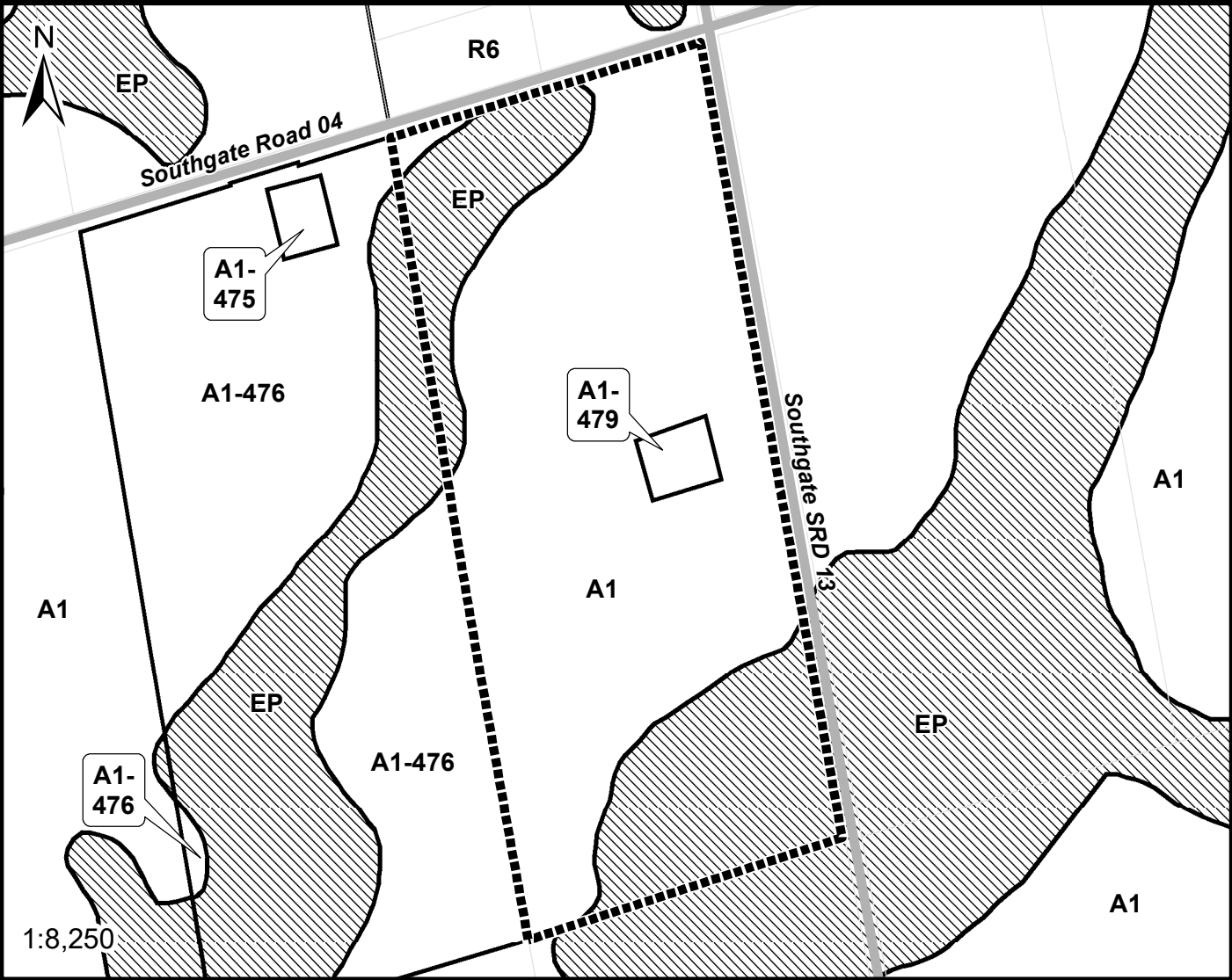
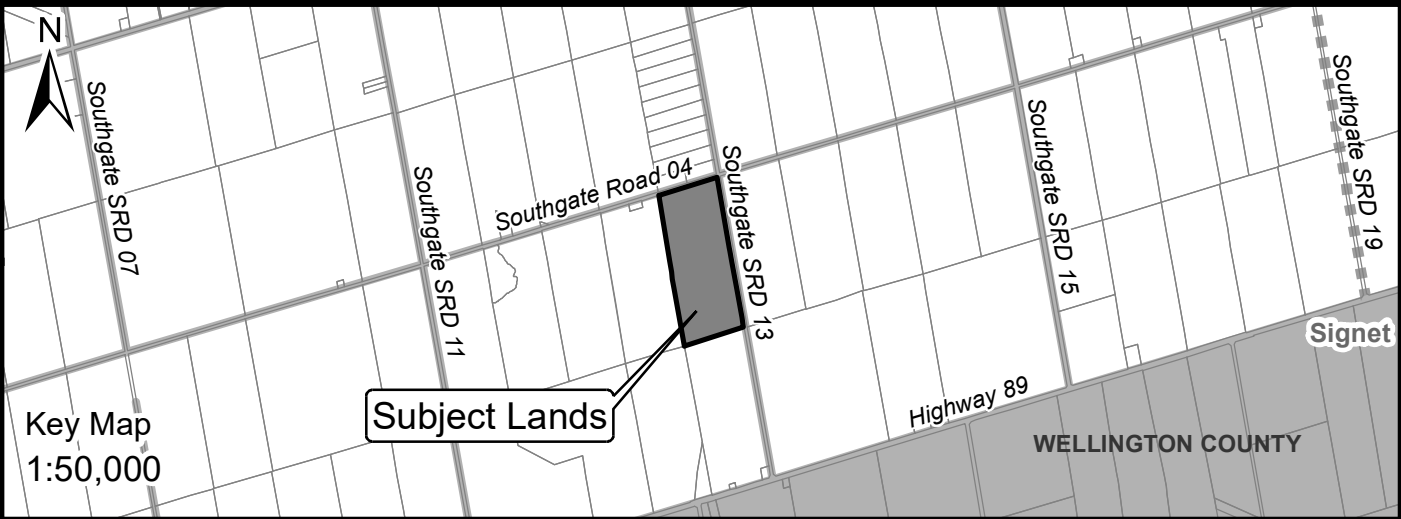
Township of Southgate
(Geographic Township of Proton)

Date Passed: _____

Signed: _____

John Woodbury, Mayor

Lindsey Green, Clerk





Staff Report PL2021-040

Title of Report: PL2021-40-SP 9-21 Southgate Plastics Inc.
Department: Clerks
Branch: Planning Services
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report PL2021-040 for information; and
That Council consider approval of By-law 2021-061 authorizing the entering into a Site Plan Agreement.

Property Location: 126235 Southgate Road 12



Background: This Site Plan Agreement implements Zoning Bylaw amendment Application C16-20. The application was approved by By-law 2021-038 at the March 17, 2021 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.
3. Applying dust control measures at the Townships discretion.
4. Requiring a water reservoir be installed should the Township Fire Chief or Chief Building Official deem it necessary.

The closest residence is over 300m away to the West. 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 for information and consider approval of By-law 2021-061 authorizing the Site Plan Agreement.

Respectfully Submitted,

Municipal Planner: Original Signed By
Clinton Stredwick, BES, MCIP, RPP



CAO Approval: Original Signed By
Dave Milliner, CAO

Attachments: None.

The Corporation of the Township of Southgate
By-law Number 2021-061

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 Southgate Plastics Inc. and the Township of Southgate for the development of the lands described as Con 9, Lot 28 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 May 2021.

Read a third time and finally passed this 5th day of May 2021.

Mayor – John Woodbury

Clerk- Lindsey Green

THE CORPORATION OF
THE TOWNSHIP OF SOUTHGATE

SITE PLAN AGREEMENT

THIS AGREEMENT made in triplicate this_____ day of_____, 2021

Between: Southgate Plastics 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 this Site Plan Agreement in accordance with section 41 of the Planning Act and By-law 47-2007.
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.
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 12. A Commercial Entrance has already been installed.
8. **FIRE SUPPRESSION.** The owner agrees to install all necessary servicing and equipment on the property for fire fighting and fire suppression including if required a water reservoir, at the owner's expense if deemed necessary by the Township Fire Chief and or Chief Building Inspector.
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. Where a fence is not used, trees are required to be a minimum of 1.5m tall and coniferous.
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. **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.
15. **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.
16. **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.
17. **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.
18. **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.

19. **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.

20. **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.

21. **REGISTRATION.** The Owner consents to the registration of this Agreement or Notice of this Agreement by Southgate on the title to the lands.

22. **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: Southgate Plastics Inc.
 126235 Southgate Road 12
 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 2021-061.

SIGNED, SEALED AND
DELIVERED

in the presence of:

Witness

Witness

) SOUTHGATE PLASTICS INC.

)

)

)

) Per: _____

Enos F. Martin, Director

)

)

) Per: _____

Amanda S. Martin, Director

)

)

) Date: _____

)

) [We have authority to bind the corporation]

)

)

)

)

**THE CORPORATION OF THE
TOWNSHIP OF SOUTHGATE**

)

)

) Per: _____

John Woodbury, Mayor

)

)

) Per: _____

Lindsey Green, 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:

**Concession 9, Lot 28, Geographic Township of Proton,
Township of Southgate alternatively described as 126235
Southgate Road 12.**

Schedule "B"

SITE PLANS

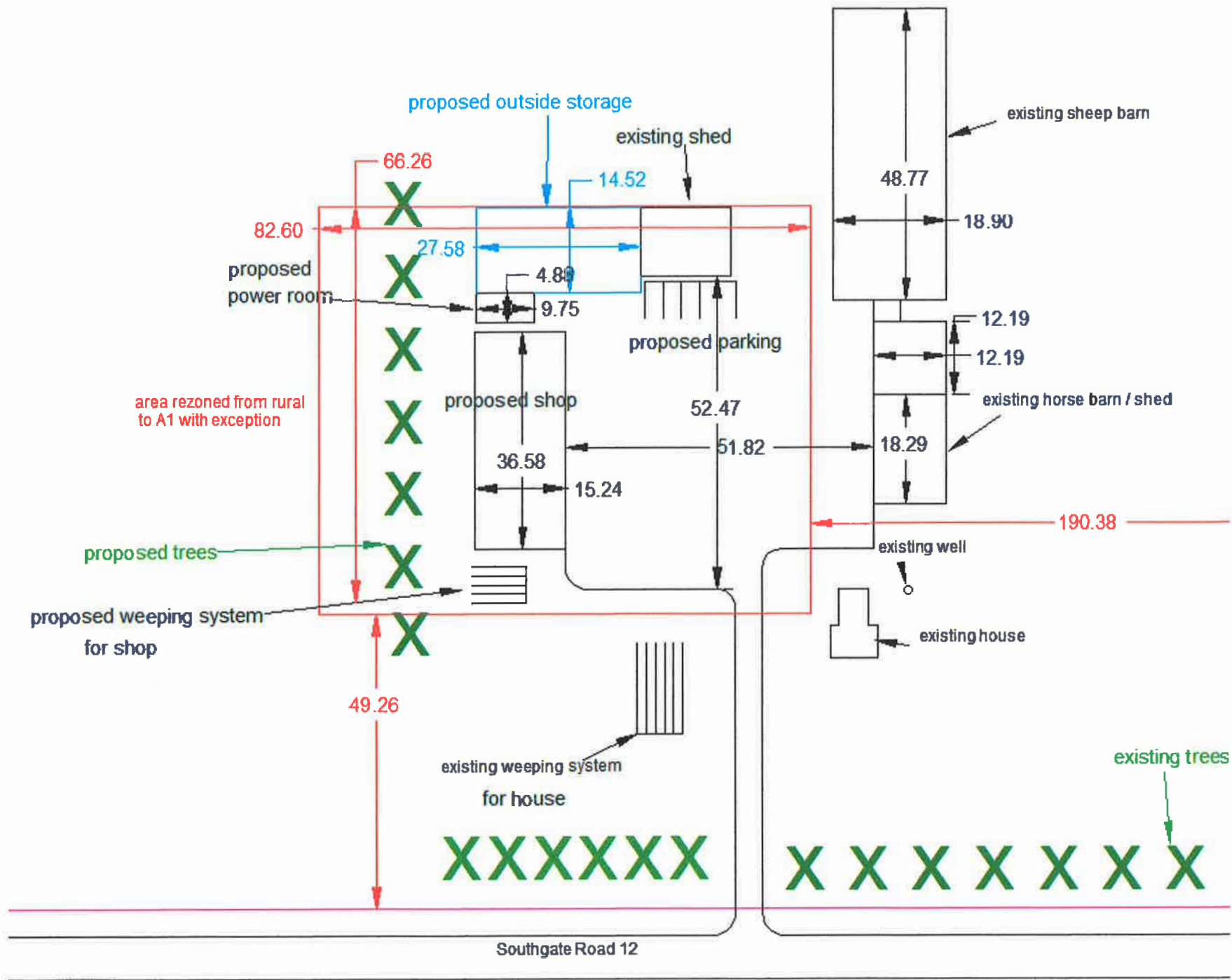
Drawing #1. Dated May 5th, 2021 and signed by the planner

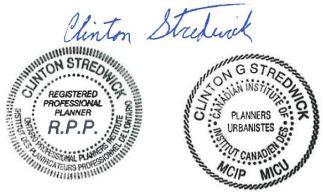
Drawing #2. Dated May 5th, 2021 and signed by the planner

Drawing #3. Dated May 5th, 2021 and signed by the planner

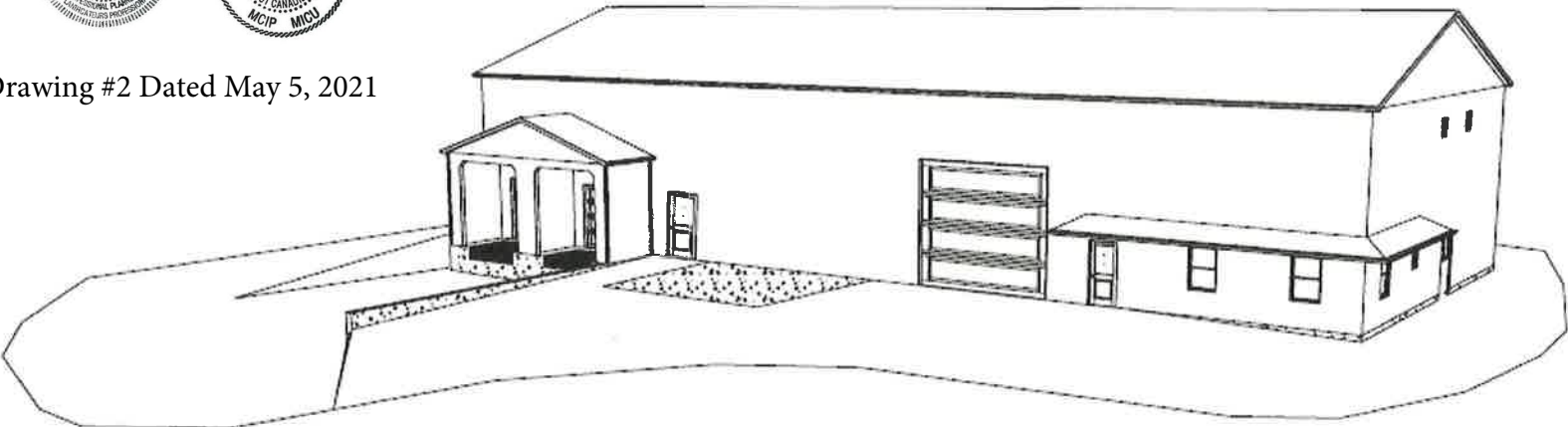


Drawing #1 Dated May 5, 2021

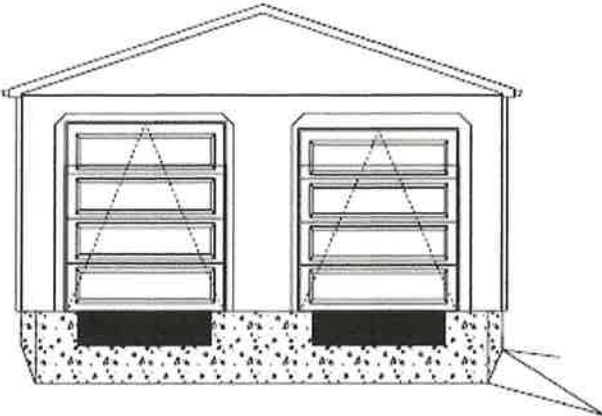




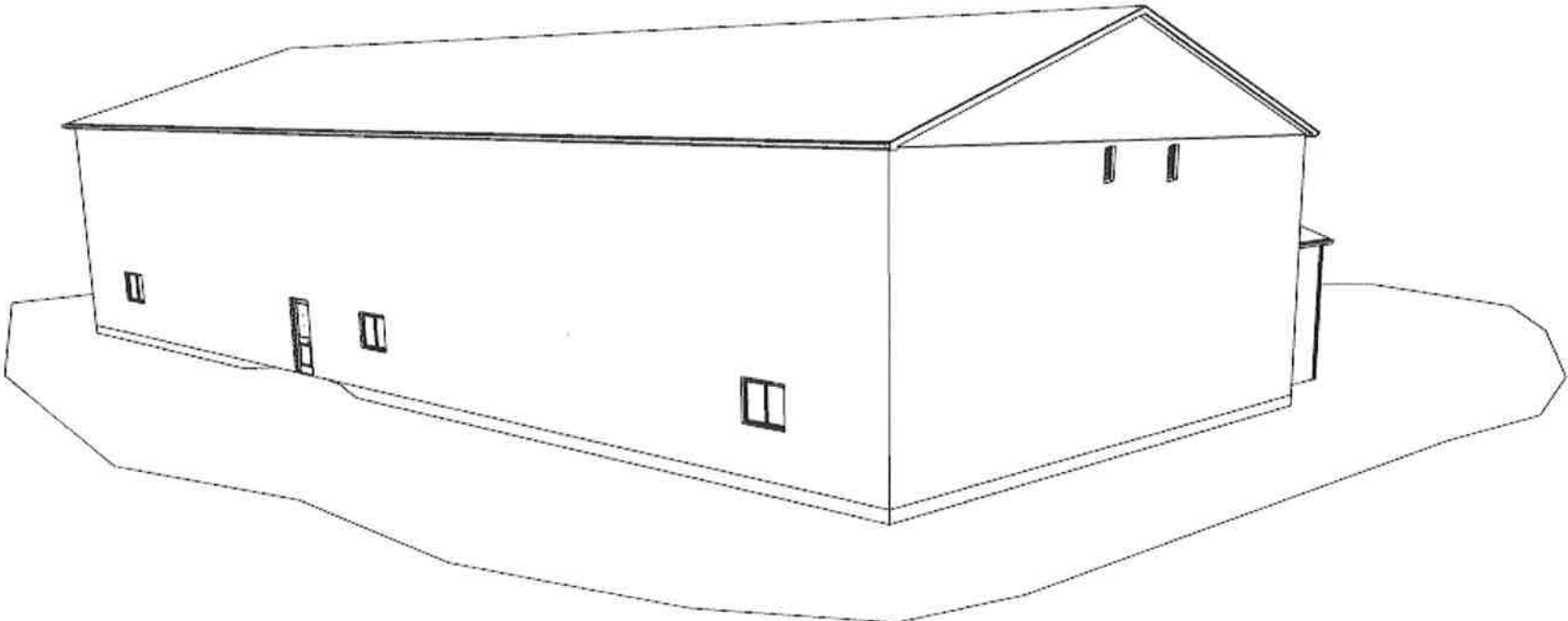
Drawing #2 Dated May 5, 2021



North East View



East View of loading Dock

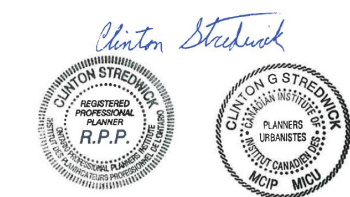
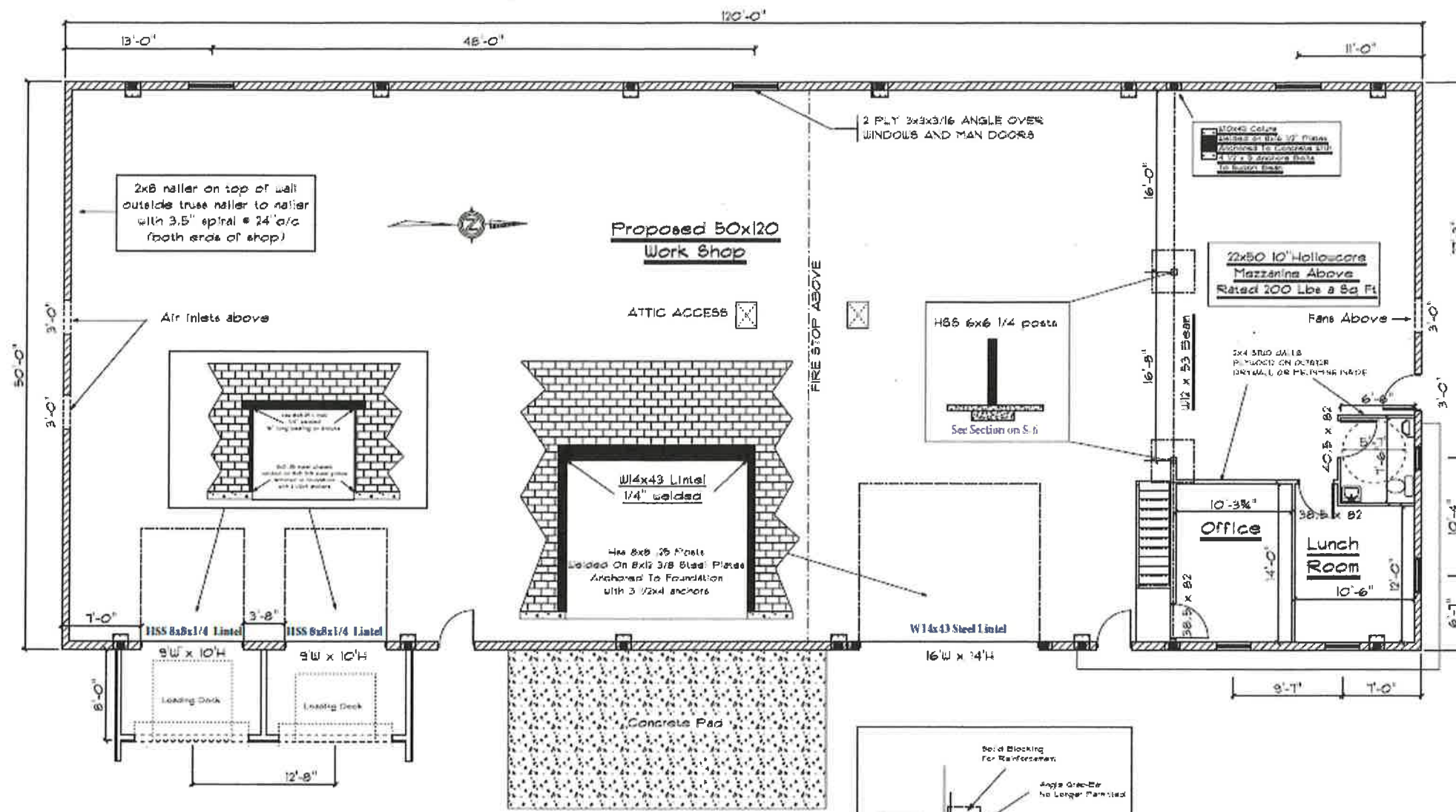


South West View

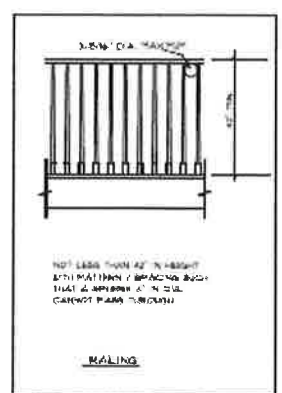


Note: Stamp for Structural Design

Project Title ; Shop	
Property Owner; Enos F Martin Phone; 519 703 9523	
Property Address; 126235 Southgate Rd 12 Dundalk	
Drawing Title; S-8 Views	
Drawing Scale; 0.125" = 1' 0"	Page; 8 of 8
Drawn By; AMD	2021-05-11



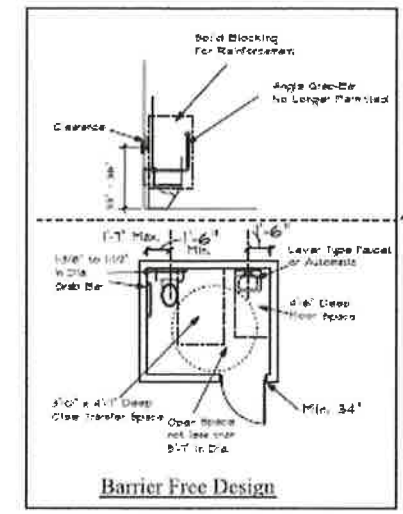
Drawing #3 Dated May 5, 2021



Occupancy Group F-2
Max. Floor Area 1 Exit 2,150 sq. ft.
Max. Travel Distance to Exit #2 ft.

NOTES
 (A) Main entrance door and all doors to office, bathroom and lunchroom to have max. 1/2\"/>

Note
 -Exit Signs And Fire Extinguisher To Be Installed At All Exit Doors
 -Emergency Lighting To Be Of An Alternate Power Source Installed Per Code Requirements



Project Title ; Shop	
Property Owner; Enos F. Martin Phone: 519 703 9523	
Property Address; 126215 Southgate Rd 12 Dundalk	
Drawing Title; S-6 Main Floor	
Drawing Scale; 1/16" = 1'-0" Drawn By: ASD	Page; 5 of 8 2011-02-11

Note: Stamp for Structural Design

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 PL2021-041

Title of Report: Southgate Official Plan Review Consultant RFP
Department: Clerks
Branch: Planning Services
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report PL2021-041 for information; and
That Council approve the draft Official Plan Review RFP and direct staff to take all necessary actions to advertise the Official Plan Review RFP.

Background:

At the March 3, 2021 Council Meeting, Council accepted staff report PL2021-013 and directed staff to prepare a Request for Proposal (RFP) for the preparation of an Official Plan for the Township of Southgate.

Staff Comments:

Attachment 1 is a draft RFP for a new Township of Southgate Official Plan.

The Official Plan is required to be updated periodically to ensure that it conforms with Provincial legislation and Provincial Policy changes as well as upper tier Official Plan Policy.

To provide an example of why the Official Plan needs to be reviewed I offer the following: The Township Official Plan was drafted in a time with different values, pressures, and constraints. It was never conceived, in the Official Plan over its 20 year time horizon, that Dundalk and Southgate would be experiencing the growth pressures that they currently are. It does not speak to the current housing needs of the population or the affordability of that housing supply. There is also no policy or even acknowledgement with respect to climate change.

These are just a few examples of issues that the Township Official Plan should review and provide policy and direction on. It is a legislative requirement that the Township Official Plan be reviewed and updated periodically to avoid the plan becoming inoperative as a result of conflicting policies with Provincial and upper tier policies.

Most importantly however, a community changes over time and policy, and mapping should be updated to reflect the current values of a community.

For the above reasons staff have put together the attached RFP for Council's consideration and are recommending approval of the document.

Financial Impact or Long-Term Implications

There is no financial cost impact to the municipality in 2021 to cover the cost of the Official Plan Review Planning consultant project will be funded by the Planning reserve that is at \$85,000.00.

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 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 this staff report as information.
2. That Council approve the Official Plan Review RFP to source a Planning consultant to complete the project.

Respectfully Submitted,

Municipal Planner: Original Signed By
Clinton Stredwick, BES, MCIP, RPP



CAO Approval: Original Signed By
Dave Milliner, CAO

Attachments:

- Attachment #1 – Draft Official Plan Review Planning Consultant RFP



TOWNSHIP OF **Southgate**

Request for Proposal For a New Official Plan for the Township of Southgate

Issue Date: May 6, 2021

Closing Date: June 4, 2021

Time: 2:00 PM

Location: Township of Southgate
185667 Grey Road 9
Dundalk, ON N0C 1B0
Attention: Clinton Stredwick, Planner
Subject: Official Plan Review Proposal

**Electronic
Submissions:** tenders@southgate.ca

Documents are available in alternat formats upon request. Please contact the Municipal Planner at 519-923-2110 ext. 235 or by email at planning@southgate.ca if you require an accessible format.

Information & Instructions to Consultants

Section 1 - General Information

1.1 Instructions

Proposals must be received at the address, or electronically, as indicated on the proposal submission document no later than 2:00 PM local time, June 4, 2021.

1.1 Definitions

- **Corporation/Township:** Refers to the Corporation of the Township of Southgate
- **Consultant:** Refers to any eligible entity submitting a Proposal
- **Successful Consultant/Consultant:** Refers to the selected Consultant

1.2 Additional Legislation to be Noted

1. Municipal Freedom of Information and Protection of Privacy Act. Any personal information provided in this document will be used for selection purposes only as per the Municipal Freedom of Information and Protection of Privacy Act. Questions about collection of personal information and the Municipal Freedom of Information and Protection of Privacy Act, 1989, R.S.O. 1990, Chapter M.56, as amended, should be directed to:

Lindsey Green, Clerk
Township of Southgate
185667 Grey Road 9
Dundalk, ON N0C 1B0
Telephone (519) 923-2110
ext. 230

2. Accessibility for Ontarians with Disabilities Act, 2005 – The successful bidder must be in compliance with the Township of Southgate Accessible Customer Service Policy under the AODA, 2005.

1.3 Late Submissions

Proposals received after the official closing time will not be considered during the selection process and will be returned unopened to the respective Consultant.

1.4 Submission Withdrawal or Alteration

Any submission may be withdrawn in writing by an authorized representative prior to the Closing Date, or authorized postponement thereof. Any alterations to a submission must be submitted prior to the submission deadline.

1.5 Inquiries

Any questions or concerns arising out of this proposal are to be directed to:

Clinton Stredwick
Municipal Planner
519-923-2110 ext. 235
planning@southgate.ca

1.6 Examination of Proposal Documents

Each Consultant must satisfy himself/herself as to the full requirements of the proposed work. There will be no consideration of any claim, after submission of Proposals, if there is a misunderstanding with respect to the minimum requirements indicated in this Request for Proposal. Should the Consultant require more information or clarification on any point, it must be obtained prior to the submission of the Proposal.

1.7 Required Proposal Format

The Terms of Reference contains several sections all of which need to be addressed to have the Proposal considered. Please ensure the finished document includes all the required information. In order to receive uniform format of responses and information from all prospective consulting firms the following should be addressed and included in the submission:

- Three (3) hard copies and a USB of the proposal must be submitted including a letter of submission signed by an authorized representative of the consulting firm.
- Proposals shall be less than 10 MB in size and shall be less than 50 pages in total length. Proposals shall be limited to standard letter format. Cost Estimates and Work Plan/Timing may be in larger formats. **Proposals larger than 10 MB or longer than 50 pages in length will not be received.**
- Proposals must outline the cost of conducting the review listed in the Terms of Reference both as a total price, total plus HST and cost per task format.
- The proposal shall include a Work Plan/Timing for the review and the projected and expected time frame for the review.
- The proposal will include a summary of the consultant's professional information and history and relevant experience shall be included (a maximum of three (3) relevant experiences are required).
- Proposals must be submitted with a minimum of three (3) references for contact respecting recent and relevant projects.

The Township will not accept proposals of any other format. It is the responsibility of the Consultants to ensure that the proposal has been received and all documents required have been submitted. Submitting a proposal confirms and certifies that the prospective consultant has read and fully understands and accepts the terms of the RFP and its requirements.

1.8 Addendum

The Township may choose to issue an addendum to provide clarification or additional information to interested parties. The Addendum will be distributed to all who have submitted questions and will be posted on the municipal website www.southgate.ca. It is the Consultant's ultimate responsibility to ensure all addendums have been accessed.

1.9 Acceptance or Rejection of Proposal

The Corporation reserves the right to reject any or all Proposals and to waive formalities as the interests of the Corporation may require without stating reasons, therefore.

Notwithstanding and without restricting the generality of the statement immediately above, the Corporation shall not be required to award and accept a Proposal, or recall the Proposals at a later date:

When only one (1) Proposal has been received as result of the Proposal call;
When all Proposals received fail to comply with the minimum specifications;

The Corporation shall not be responsible for any liabilities, costs, expenses, loss, or damage incurred, sustained, or suffered by any Consultant by reason of the acceptance or the non-acceptance by the Corporation of any Proposal or by reason of any delay in the acceptance of a Proposal except as provided in the Proposal document.

1.10 Proposal Selection Criteria

The review and selection recommendation of Consultants will be completed by an evaluation team comprised of staff members from the Township. The criteria outlined below will be used as the basis to compare proposals. The Township reserves the right to engage individual proponents in an interview to obtain further information or clarification on the proposals submitted. The Township retains the option to evaluate proposals based on other criteria or considerations that may emerge as the RFP and proposal process proceeds.

Proposals will be assessed against the following criteria. The Township reserves the right to shortlist firms for further evaluation and interviews which may alter the final scoring results. Proposals will be scored based on meeting or exceeding the expectations of the established evaluation criteria.

Evaluation Criteria	Weighting (%)
Degree to which the proponent responded to the RFP	30
Qualifications/experience of the project team	25
Total price/cost	25
Consultation methods and project process	10
Ability to meet the anticipated schedule	5
Innovative approaches and value added	5

1.11 Proposal Award Procedures

The virtual opening of the submissions shall commence just after 2:00 PM on June 4, 2021, unless the CAO or designate acting reasonably postpones the start to some later hour, but the opening shall continue once started, until the last bid is opened.

Proposals will be assessed on the basis of information provided by the Consultant at the time of submission. The Township will make every effort to complete this process in a timely manner. Notice of acceptance of a proposal will be by telephone and/or by

written notice following the June 16, 2021 Council Meeting.

1.12 Assumptions and Contract

The selected Consultant will be expected to enter into a Contract with the Township addressing the full scope of the work and its obligations to perform the work in compliance with all applicable Federal and Provincial requirements and with the Municipality's Health and Safety requirements. The selected consultant will indemnify the Municipality from all costs, charges and expenses and other claims with respect to the job functions being carried out. This will include possessing and confirming:

- General Liability and/or Professional Liability Insurance minimum of \$5,000,000
- Automobile Liability Insurance minimum of \$5,000,000
- WSIB Clearances (if required)
- Any other labour requirements of the Province

1.13 Governing Laws

This Proposal arrangement and any subsequent arrangements will be interpreted and governed by the laws of the Province of Ontario.

1.14 Conflict of Interest

In addition to complying with the conflict of interest provisions, each Consultant must declare in its proposal any Conflict of Interest (actual or potential) which exists now or may exist in the future in respect of its participation in the RFP process, the submission of its proposal, and, if selected, the performance of its responsibilities. The Municipality will determine, in its sole discretion, whether any situation constitutes or may constitute a real or potential Conflict of Interest and reserves the right, in its sole discretion, to disqualify any Consultant.

Consultants must also describe in the Proposal, their process for identifying, disclosing, reporting, and dealing with conflicts of interest that may arise in the future.

1.15 Confidentiality

Consultants shall not at any time before, during or after completion of the contract, divulge any confidential information communicated to or acquired by the Consultant or disclosed by the Municipality.

Section 2 – Background

2.1 Background Information

The Township of Southgate is inviting proposals from qualified firms/consultants for the provision of consulting services to develop a new Official Plan to replace the current Official Plan, as amended. The objectives of the project are to create a new Official Plan with policies from the Provincial Policy Statement 2020 and all other applicable provincially approved legislation and policy documents and update Township Official Plan policy to ensure conformity with the County of Grey Official Plan. The information contained herein is to facilitate in the preparation of the Consultant's proposal submission.

The Township is seeking a best value proposal and will consider the proponent attributes, quantity and quality of the services offered as well as price.

2.2 Accessibility for Ontarians with Disabilities Act (AODA)

The delivery of goods and services by the Consultant to members of the public on behalf of the Township must comply with Ontario Regulation 191/11 respecting Integrated Accessibility Standards under the Accessibility for Ontarians with Disabilities Act (the "AODA").

2.3 COVID-19 Pandemic

Due to the COVID-19 pandemic, the Township has developed specific policies and procedures, which we would expect the successful consultant to comply with. Due to the fluidity of the situation, technical meetings with staff, meetings with Council and Open Houses may be affected and may be required to be conducted electronically.

Section 3 – Terms of Reference

3.1 Context

The Township of Southgate is located in the southern portion of the County of Grey between Highway 10 and Highway 6 and north of Highway 89. The Township of Southgate is a result of the amalgamation of the Village of Dundalk and the Townships of Egremont and Proton, there are two villages, Dundalk and Holstein, and several rural hamlets that span over 644 hectares (249 sq. miles). The Township of Southgate is the “Southern Gateway” to the County of Grey which is where the Township’s name comes from. The population of the Township was 7,354 in 2016 and is rapidly expanding, particularly in Dundalk, where current population is expected to double in the next 5-10 years.

The Township of Southgate is surrounded by the following municipalities: West Grey, Grey Highlands, Melancthon and Wellington North.

The economy of Southgate is primarily based on agriculture. Agriculture in Southgate is changing with the migration of many Mennonite families from the Waterloo Region. Manufacturing also plays an important part in the community with many new small-scale on-farm industries, as well as retail and the service economy is also a major employer which is mainly concentrated in Dundalk.

3.2 Purpose

The Township of Southgate is issuing an RFP to solicit a qualified Land Use Planning Consultant to develop a new Official Plan for the Township of Southgate. The Project is anticipated to begin mid 2021 and is to be completed by the end of 2021. The new Official Plan will replace the current in effect Official Plan, as amended which received final approval in 2008. The purpose of the new Official Plan is to:

- Replace the current Official Plan with a new Official Plan that reflects new policy initiatives and regulations in the *Ontario Planning Act*, the Provincial Policy Statement 2020, County of Grey Official Plan and other applicable planning legislation and documents.
- Update population projection and complete a development lands needs assessment for a 25 year time horizon. The Township and County have been monitoring growth in Southgate for a number of years and there have been several studies that have been completed regarding growth including a DC Charges Background study, County of Grey Growth Management update study.
- Review and provide either new or updated policy for current topics such as:
 - Second dwelling units
 - Home occupations and home industries
 - On-farm diversified uses
 - Short-term rentals
 - Cannabis

- Affordable housing policy
- Source Water Protection
- Climate change
- Environmental conservation
- Natural heritage
- Natural hazards
- And any other Consultant recommendations

The new Official Plan will provide a long-term Official Plan for the Township of Southgate that will focus on creating economic and sustainable growth as well as a strong, resilient, and vibrant community while being agriculturally and environmentally focused.

3.3 Project Area

The project area includes all lands within the Township of Southgate.

3.4 Scope of Work

The Project is anticipated to start mid 2021 with a completion by the end of 2021. It is anticipated that the review will be undertaken in four phases:

- Phase 1: Background Review and public engagement.
- Phase 2: Proposed Policy Direction
- Phase 3: Draft new Official Plan and public open house and public meeting.
- Phase 4: Refinement and finalization of the new Official Plan, Township of Southgate Council adoption and County of Grey approval

It is required that the selected Consultant will actively engage all stakeholders throughout the process with each phase undergoing at least One (1) public and or Council consultation sessions. It is also the responsibility of the Consultant to use various consultation methods such as open houses, surveys, workshops, information sessions, etc. to ensure all appropriate groups have been consulted and appropriate feedback has been received.

The following is a description of each phase of the Official Plan review and is intended to provide an overview of the process.

Phase 1 Background Review/Study:

The purpose of this Phase is to review the main themes (see purpose section above) and develop policy options that can be considered. This phase will also focus on the commencement of new Official Plan schedules in Collaboration with the County of Grey. The Township utilizes the County of Grey for its mapping needs and GIS software. The Township has purchased 150 hours of time with the County of Grey to facilitate the creation of new Official plan mapping that is utilizes the County GIS software and parcel fabric. It is expected that the consultant will utilize the County of Grey to help with the preparation of the mapping. A deliverable of this phase includes a report on the above consultation efforts.

Phase 2 Proposed Policy Directions

At the completion of Phase 1, a report is required to be provided to Council to provide the background for the identification on the proposed direction of the new Official Plan. A Council workshop would be a deliverable of this phase to review the major themes/issues identified in Phase 1 work and to discuss with Council the proposed direction. The workshop will also provide Council with an opportunity to identify any specific issues that they may have identified with the current Official Plan that should be addressed within Phase 2.

Following the Council workshop, a subsequent Phase 2 report would be prepared identifying: structure and formatting options, approach to new or revised Official Plan policies, incorporating Council and staff input on policy and finalizing the approach on mapping with the County. The report would identify options and provide a recommended approach with the goal to provide clear direction on the Municipality's new Official Plan.

Phase 3 Drafting of the Official Plan

During this phase, the preparation of the draft Official Plan will occur for the purpose of circulation internally, to agencies and stakeholders for review. The statutory Public Open House under the *Planning Act* will also be held, which will include a presentation on the draft document as well as comments from the public to be considered by Council. A deliverable of this phase is the submission of the draft Official Plan and its presentation at a minimum of one (1) open house.

Phase 4 Finalizing of the Official Plan

Preparation of the final Official Plan (with tracked changes) will be presented at the statutory public meeting under the *Planning Act* for any additional revisions and then be considered by Council for adoption. Additionally, should modifications be required by the approval authority, the County of Grey, such modifications shall be prepared. The deliverable of this phase is the submission of a final Official Plan, adoption by Council and approval by the County of Grey.

3.5 Consultation and Meeting Requirements

The Official Plan review will be guided by the Municipal Planner with the assistance of a technical committee. The technical committee will consist of the Municipal Planner, Chief Building Official, Chief Administrative Officer, Public Works Manager and Clerk or designate(s).

The technical committee's role will be to:

- Provide technical input regarding the background study and proposed policy recommendations and co-ordinate meetings;
- Provide technical assistance and coordination for community engagement events and to Council as necessary;
- Circulate and provide Notices in accordance with the *Planning Act*.

The proposal must include a description of the number and type of meetings and consultation opportunities proposed (see section on COVID-19):

- Meetings with Municipal staff and Council and their purpose and outcomes;

- Community consultation meetings by number, type and proposed outcomes;
- Statutory meetings with Council as required by the *Planning Act*;
- Description of the type of webpage to be utilized for this project that attracts public engagement through the project timeline;
- An explanation of how the above can be accomplished through virtual means due to the COVID-19 pandemic and its limitations on meeting gatherings.

3.6 Planning Documents

The Township will provide the current approved Official Plan, the current approved County of Grey Official Plan, mapping is to be done in conjunction with the County of Grey.

3.7 Work Plan

The selected Consultant will be responsible for:

- Public consultation that will promote stakeholder engagement and input;
- Creating a strong web presence through the Township's website;
- All reporting to staff and Council;
- All communications with the public and/or stakeholders through the public engagement process. All communication must be recorded by the consultant.
- Providing a work plan indicating the timing for conducting each phase of the project, the time allocation for each task, the cost of each of the phase broken down by task and the date of final submission to the Township.

3.8 Deliverables

The selected Consultant will be required to provide the following to the Township at the conclusion of the Official Plan project:

1. Five (5) bound hard copies of the draft Official Plan;
2. Ten (10) bound hard copies of the final Official Plan for adoption and approval;
3. One (1) electronic PDF version of all reports;
4. One (1) electronic PDF version of the draft Official Plan;
5. One (1) electronic PDF version of the final Official Plan for adoption and approval;
6. One (1) electronic Microsoft word version of the final adopted Official Plan.
7. An Official Plan layer in the County of Grey GIS prepared by the County and Consultants.
8. Hard copies of all final Official Plan schedules; and,
9. One (1) electronic copy in PDF of all plans, illustrations and/or drawings produced for the project.

The Corporation of the Township of Southgate
By-law Number 2021-060

**being a by-law to establish a highway in the former
Township of Proton (Consent file B12-20)**

Whereas Section 26 of the Municipal Act, 2001 as amended ("the Act") provides that highways include all highways that existed on December 31, 2002 and all highways established by by-law of the municipality on and after January 1, 2003; and

Whereas Subsection 31(2) of the Act provides that after January 1, 2003 land may only become a highway by virtue of a by-law establishing the highway and not by the activities of the municipality or any other person in relation to the land; and

Whereas the corporation is a lower-tier municipality and Subsection 11(3) of the Act authorizes it to pass by-laws respective matters within the highways sphere of jurisdiction; and

Whereas at their regular meeting held on January 27, 2021, the Committee of Adjustment approved the aforementioned consent application subject to conditions, including that a 3 metre road widening be deeded to the Township; and

Whereas it is deemed expedient to establish a highway on lands owned by the municipality within the Geographic Township of Proton,

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

1. **That** the following lands are hereby established as a highway pursuant to Section 26 of the Act:

Part of Lots 16 and 17, Concession 15, Geographic Township of Proton, alternately described as, 225641 Southgate Road 22 being Part 1 on a plan of survey deposited as Plan 16R-11538 on the 19th day of April 2021 (attached hereto as Schedule A) in the Township of Southgate, County of Grey.

Read a first, second and third time and finally passed this 5th day of May 2021.

John Woodbury – Mayor

Lindsey Green – Clerk

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

BY-LAW NUMBER 2021-062

being a By-law to adopt a "COVID-19 Vaccination Policy"
known as Policy Number 87

Whereas the Municipal Act, S.O. 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 the Municipal Act, S.O. 2001, Chapter 25, as amended, Section 9, 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 the Council of The Township of Southgate has deemed it desirable to adopt a policy with respect to COVID-19 Vaccination,

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

1. **That** the "COVID-19 Vaccination Policy" known as Policy No. 87, attached hereto as Schedule A is hereby adopted; and
2. **That** this by-law shall come into force and effect on the date of its passing.

Read a first, second and third time and finally passed this 5th day of May, 2021.

John Woodbury – Mayor

Lindsey Green – Clerk



COVID-19 Vaccination Policy

1. Purpose

The purpose of this procedure is to outline the requirements of staff regarding COVID-19 immunization and to clarify the process for supporting the immunization of staff.

2. Policy Scope

This Policy applies to all Township employees including but not limited to full-time, part-time, casual, temporary, student, volunteer firefighters and seasonal employees. It applies to the initial dose of a vaccine and the administration of any subsequent doses.

3. Definitions:

- a. **COVID-19** refers to a virus belonging to a large family called coronavirus, which includes the virus that causes the common cold and more severe respiratory diseases. The virus that causes COVID-19 is a novel coronavirus, named SARS-CoV-2.
- b. **Vaccine** is a substance used to stimulate the production of antibodies and provide immunity against specific diseases.

4. Responsibilities

a. Supervisors

- i. Ensure that employees are aware of the importance of getting vaccinated against COVID-19.
- ii. Where feasible, support time from regular duties for staff to attend vaccination.
- iii. Follow and comply with any federal or provincial mandates or directives regarding the vaccination of staff.
- iv. Continue to enforce workplace precautions that limit the spread of COVID-19 virus.

b. Human Resources

- i. Assist management with any labour relations and health and safety issues arising from application of this policy.
- ii. Provide information and guidance to leaders and employees on COVID-19 immunization as requested.
- iii. Provide disability management services for staff as required.
- iv. Provide staff with access to information on COVID-19, health and safety precautions, and on the value of the COVID-19 vaccine.
- v. Provide staff information on location and scheduling of vaccination clinics when available.



c. Employees

- i. Review provided information and remain informed about COVID-19 and COVID-19 immunization as it relates to your role, personal health and/or professional requirements.
- ii. Continue to follow health and safety protocols to ensure personal safety and prevent the spread of COVID-19 before and after vaccination.
- iii. Adhere to any federal or provincial mandates or directives requiring vaccination.
- iv. Identify opportunities to obtain COVID-19 vaccination through community clinics or from health care professionals.
- v. If multiple doses of the vaccine are required, ensure subsequent doses are also received.

5. Employee Immunization

- a. The Township strongly encourages that all employees who are able become vaccinated against COVID-19 as a measure to protect their health and the health of the community.
- b. If there is a federal or provincial mandate, directive or legislation for an employee to be vaccinated, the employee must adhere to the requirements outlined within the applicable mandate, directive or legislation.

6. Access to Vaccination Clinics

- a. Reasonable arrangements will be made to allow for staff to attend COVID-19 vaccination clinics during work time.
- b. Employees will ensure awareness and approval from their supervisor in advance before attending a clinic during work time.
- c. Supervisors will ensure continued flexibility in scheduling staff to attend vaccination appointments. All efforts should be made to allow the employee to use time at the beginning or end of their shift day or to extend lunch and break times as operationally feasible with work schedules to attend vaccination clinics.

7. Continued Diligence

- a. All employees are reminded to continue to practice Public Health measures to control spread regardless of vaccination status.
- b. Employees must adhere to the health and safety protocols at all times while in the workplace, including handwashing, physical distancing where possible, and the use of Personal Protective Equipment as required by their position and task.

The Corporation of the Township of Southgate
By-law Number 2021-063

being a by-law to appoint a Municipal Bylaw Enforcement Officer for
the Township of Southgate in accordance with Section 15 of The Police
Services Act RSO 1990 Chapter 10

Whereas Section 15 of the Police Services Act, R.S.O. 1990, c.15 authorizes Council of any municipality to appoints Municipal Law Enforcement Officers who shall be peace officers for the purposes of enforcing by-laws of the municipality; and

Whereas Section 227 of the Municipal Act, 2001, S.O. 2001, c. 25, authorizes Councils to pass by-laws for appointing such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of the Council; and

Whereas the Council of The Corporation of the Township of Southgate deems it necessary to appoint Municipal Enforcement Officers for the Township of Southgate for the purpose of enforcing municipal bylaws,

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

1. **That** Philip Schram be appointed as a Municipal By-law Enforcement Officer for the Township of Southgate; and
2. **That** this by-law shall come into force and effect on the date of passage hereof.

Read a first, second and third time and finally passed this 5th day of May, 2021.

John Woodbury – Mayor

Lindsey Green - Clerk

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



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Web: www.southgate.ca

Staff Report FIRE2021-006

Title of Report: FIRE2021-006- 2021 1st QUARTER UPDATE
Department: Fire
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report FIRE2021-003 for information.

Background:

In the 1th quarter of 2021 Dundalk Fire Department responded to 30 incidents. 7 Rescues, 7 other response, 5 medical, 4 property fires/explosions, 4 public hazards, 2 CO false call and 1 pre fire condition. 17 of these calls were in Southgate, 9 calls in Melancthon, 3 calls in Grey Highlands and 1 call in Wellington North.

8 Auxillary firefighters were hired and started their recruit training on January 7th, 2021. 3 resigned during the recruit class process which lasted 4 months. The five Auxillary firefighters being Kate Stepanov, Harris Belanger, Thomas Watt, Brennen Lovato and Gianlucas Scorzafave are now responding to emergency calls on the trucks. All five auxillary firefighters have a bright future with the Dundalk Fire Department.

A preconstruction meeting was held virtually for the new fire apparatus which was tendered to Commercial Emergency Equipment. The apparatus is still on schedule for its delivery dates of January/February 2022 and has not been effected by Covid-19.

5 Members attended the Ontario Fire Academy in Orangeville to complete their Firefighter 1 and/or Firefighter 2 examinations. The department is on track to have 90% of members certified to Firefighter 1 and 2 by July 2021.

The Dundalk Firefighters Association purchased a track kit for the UTV in February. The Cost was just under \$6000.00. The tracks allow the UTV to be used in snow and in wet/muddy areas. Since purchasing the track kit the UTV has been requested twice by EMS to assist with patient recovery and 1 time by the Shelburne and District Fire Department.

Staff Comments:

Members of the Dundalk Fire Department received their first dose of the Covid-19 vaccine at a clinic set up in Grey Highlands for emergency personel.

Currently the Dundalk Fire Department has cancelled all in person training for the duration of the current Provincial stay at home order. Firefighters will be participating in some virtual training until we can get back to in person training.

Fire Department office staff are working from home as much as possible. Inspections have been postponed unless its an immediate threat to life concern until the stay at home order has been lifted.

Financial Implications:

There are no financial implications associated with the report.

Communications & Community Action Plan Impact:

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

Concluding Comments:

Staff recommends that Council receive Staff Report FIRE2021-006 for information on the Fire Departments activities for the 1st quarter of 2021.

Respectfully Submitted,

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

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

Attachments: None



Staff Report PW2021-021

Title of Report: PW2021-021 Department Report
Department: Public Works
Branch: None
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report PW2021-021 for information.

Background:

Public Works Department update.

Staff Comments:

Transportation and Public Safety:

1. Maintenance gravel and calcium operations started on Monday April 26, 2021 in the west side of the Township. This year's program has gravel application in the south end of Township roads below Grey Road 9.
2. The new used Cat 930K loader (picture provided as Attachment #1) was delivered to the Holstein Depot on Friday April 23rd. Unit 112 is a 1997 Komatsu 250W loader with 11,750 hours to be advertised on Gov Deals in the next few weeks.

Water and Wastewater:

1. Operators repaired a watermain break late afternoon on Friday April 23, 2021 on Glenelg Street.

Waste Resources and Diversion Management:

1. Southgate residents are reminded that finished mature compost is available for free at the Transfer Stations.



Financial Implications:

Items are in the 2021 budgets, the new used loader awarded cost was \$148,668.00 plus HST and is included in the 2021 Capital Budget for \$150,000.00 with \$20,000.00 for the disposal sale of Unit 112.

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 PW2021-021 for information.
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:

Attachment #1 – Picture of the new used Cat 930k loader





Staff Report HR2021-011

Title of Report: HR2021-011 Building Inspector/By-Law Enforcement Officer Hiring
Department: Human Resources
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report HR2021-011 for information.

Background:

The Building Inspector is responsible for providing assistance to the Chief Building Official and the delivery of Building Inspection Services for duties legislated under the Ontario Building Code Act. A Building Inspector is expected to be able to work independently with a wide range of knowledge of legislation, codes, by-laws and regulations that govern building and development. The overall responsibility as a Building Inspector is to represent the Township to provide oversight of building construction by looking out for the health and safety of the public. Enforce all By-Laws passed under the Planning, Municipal Act and any other applicable legislation & municipal by-laws. Provides support to CBO, related to enforcement within the Municipality.

The following motion was approved at the March 3, 2021 Council Meeting

Moved By Councillor Shipston **Seconded By** Councillor Dobreen

Be it resolved that Council receive Staff Report HR2021- 003 for information; and **That** Council direct staff to proceed with an internal and external job posting for a Building Inspector/By-Law Enforcement Officer closing March 19, 2021.

Carried No. 2021-113

Staff Comments:

The position was posted internally and externally on March 4, 2021 with a closing date of March 19, 2021. 19 applications were received, and 7 candidates were interviewed between March 31 to April 6 with second interviews occurring on April 14th. Aaron Ryckman was the chosen candidate and he is scheduled to begin in his new position on May 17, 2021.

Financial Implications:

There is no financial impact caused by this report as this new position was approved in the 2021 Budget.

Communications & Community Action Plan Impact:

Goal 2 "Revitalizing Downtown Dundalk"

Action 2-D: The Township will have taken aggressive action to enforce compliance by downtown buildings with property standards Building Code, and Fire Code regulations

Concluding Comments:

Staff are pleased to welcome Aaron into his new role as Building Inspector & By-Law Enforcement Officer.

Respectfully Submitted,

HR Coordinator: *Original Signed By*

Kayla Best, HR Coordinator/Assistant to the CAO

Dept Head Approval: *Original Signed By*

Bev Fisher, CBO/By-Law Enforcement Officer

CAO Approval: *Original Signed By*

Dave Milliner, CAO



Staff Report HR2021-012

Title of Report: HR2021-012 Economic Development Officer Hiring
Department: Human Resources
Council Date: May 5, 2021

Recommendation:

Be it resolved that Council receive Staff Report HR2021-012 for information.

Background:

The EDO is responsible for financial management of the department's budget and resources to achieve its goals, objectives and overall mandate. Duties would include providing a full range of advisory services and information to customers, staff and Southgate Council to support economic development, local businesses and job growth across the entire municipality. A core responsibility of the EDO is to create and provide leadership to a Southgate Business Association or Chamber of Commerce to organize events and seek direction/survey feedback on the needs of the local business community.

Performs the duties of Economic Development Officer (EDO) for the municipality to support local business and new commercial/industrial development inquiries. EDO directs the operation of Economic Development department, maintaining a directory of businesses with information of the products retailed, manufactured, the services they provide and contact information for municipal communications. The EDO will be responsible for promoting and supporting local business through researching financial supports services and organizing skills training identified as required in the community.

The following resolution was approved at the March 17, 2021 Council Meeting

Moved By Councillor Dobreen

Seconded By Councillor Rice

Be it resolved that Council receive this staff report CAO2021-027 as information; and

That Council approve of an Economic Development Officer staff position; and

That Council approve the amended Economic Development Officer job description as presented; and

That Council approve the Economic Development Officer job posting as presented; and

That Council direct staff to proceed with advertising for the position of Economic Development Officer reporting to the CAO. **Carried** No. 2021-135

Staff Comments:

The position of Economic Development Officer was posted internally and externally on March 18, 2021 with a closing date of April 5, 2021. 20 applications were received, and 4 candidates were interviewed on April 23. Second interviews were completed on April 27th with a hiring committee that included Mayor John Woodbury, Deputy Mayor Brian Milne, Grey County's Manager of Economic Development Steve Furness, CAO Dave Milliner and HR Coordinator Kayla Best. Terri Murphy was the chosen candidate and she is scheduled to begin in her new position on May 11, 2021.

Financial Implications:

There is no financial impact caused by this report as this new position was approved in the 2021 Budget.

Communications & Community Action Plan Impact:**Goal 1 "Attracting New and Supporting Existing Businesses and Farms"**

Action 1-A: By 2023, together with existing businesses and other partners, the Township will have identified the types of new business opportunities that are likely to have emerged when Dundalk's 10-15 year growth has taken place and the Dundalk population approaches 4500 people. This business opportunity projection should project the likely demographic make-up of that future population and its likely work, travel, and shopping patterns. It should also identify possible municipal incentives that could facilitate the emergence of these future business opportunities

Action 1-D: The Township will continue to encourage, facilitate and publicize business skills training programs in Southgate.

Goal 2 "Revitalizing Downtown Dundalk"

Action 2-F The Township will appoint and work with a Downtown Revitalization Advisory Committee, involving community organizations, businesses, landlords and tenants, and other stakeholders.

Concluding Comments:

Staff are pleased to welcome Terri into her new role as Economic Development Officer.

Respectfully Submitted,

HR Coordinator: *Original Signed By*

Kayla Best, HR Coordinator/Assistant to the CAO

CAO Approval: *Original Signed By*

Dave Milliner, CAO

Canine Control Report YTD

Year: **2021**

Department Activity	2020	January	February	March	April	May	June	July	August	September	October	November	December	Total YTD
# of Dogs in Pound	22	2	0	1										3
Total Days of Inpoundment	71	1	0	6										7
Returned to Owner	16	2	0	0										2
Adopted	3	0	0	1										1
Euthanized	0	0	0	0										0
Sent to Shelter	4	0	0	0										0
Needing Veterinary Services	0	0	0	0										0
Cost of Veterinarian Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Letters to Owners	14	0	1	2										3
Verbal Warnings	49	2	6	2										10
Dog Tags Sold	14	2	3	0										5
Value of Tags sold in \$	\$ 280.00	\$ 40.00	\$ 60.00	\$ -										\$ 100.00
New Kennel Inspections	0	0	0	0										0
Kennel Reinspections	4	0	0	0										0
# of Fines	6	1	0	1										2
Value of Fines in \$	\$ 740.00	\$ 200.00	\$ -	\$ 50.00										\$ 250.00
# of Calls in Dundalk	67	5	5	3										13
# of Calls in Egremont	44	3	3	2										8
# of Calls in Proton	26	2	3	5										10
# of Calls in Other	3	0	1	0										1
# of Patrols in Dundalk	73	5	6	6										17
# of Patrols in Holstein	71	6	6	5										17

Number of Dogs remaining in the Pound Kennel at the end of this month:

0

By-Law Enforcement Report

YEAR: 2021

Department Activity	Dec. 2020	January	February	March	April	May	June	July	August	September	October	November	December	Total YTD
By-Law Enforcement Complaints - Unresolved														
Building	8	8	8	8										
Burning	0	0	0	0										
Noise	2	2	2	2										
Property Standards	22	23	23	25										
Fill Compliance	1	2	2	2										
Canine	0	1	1	1										
Tenant Concerns	0	0	0	0										
Vehicles	6	7	8	8										
Weed Control	0	0	0	0										
Zoning	2	2	2	2										
Line Fences	0	0	0	0										
By-Law Enforcement Complaints - New	Total 2020													
Building	7	0	0	0										0
Burning	0	0	0	0										0
Noise	4	0	0	0										0
Property Standards	16	1	0	2										3
Fill Compliance	0	1	0	0										1
Canine	0	1	0	0										1
Tenant Concerns	0	0	0	0										0
Vehicles	7	2	2	0										4
Weed Control	0	0	0	0										0
Zoning	2	0	0	0										0
Line Fences	0	0	0	0										0
By-Law Enforcement Complaints - Resolved	Total 2020													
Building	1	0	0	0										0
Burning	0	0	0	0										0
Noise	4	0	0	0										0
Property Standards	29	0	0	0										0
Fill Compliance	0	0	0	0										0
Canine	0	0	0	0										0
Tenant Concerns	3	0	0	0										0
Vehicles	5	1	1	0										2
Weed Control	2	0	0	0										0
Zoning	3	0	0	0										0
Line Fences	0	0	0	0										0
Letters/Orders	Total 2020													
Court Summons Issued	0	0	0	0										0
Court Appearances	0	0	0	0										0
Building Letters	2	0	0	0										0
Building Orders	2	0	0	1										1
Property Standards Letters	4	1	0	0										1
Property Standards Orders	3	0	0	1										1
Zoning Compliance	80	3	5	3										11
Zoning Violation Letters	1	0	0	0										0
Zoning Violation Orders	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Building Department Report

Department Activity	Total 2019	Total 2020	Year: 2021												Total YTD
			January	February	March	April	May	June	July	August	September	October	November	December	
Building Permits:															
Agriculture	107	108	5	19	13										37
Ag.-Industrial	21	0	0	0	0										0
Commercial	10	15	0	0	0										0
Institutional	4	5	0	0	0										0
Industrial	6	11	0	0	2										2
Demolition	10	3	0	0	2										2
Residential related	95	86	6	4	6										16
Septic Systems	53	62	1	3	12										16
Single family dwelling	120	171	9	20	17										46
Tent	7	1	0	0	0										0
Total Permits	433	462	21	46	52	0	0	0	0	0	0	0	0	0	119
Residential Occupancy Permits Issued															
Rural (former Egremont & Proton)				2	8										10
Urban (Dundalk)			5	13	1										19
Permit Revenue in \$	\$ 511,004.00	\$ 526,332.50	\$ 75,566.00	\$ 55,291.00	\$ 71,332.00										\$ 202,189.00
DC Charges Residential	\$ 1,807,804.18	\$ 3,599,424.17	\$ 828,610.00	\$ 98,306.00	\$ 127,908.00										\$ 1,054,824.00
DC Charges Non-Residential	\$ 159,801.03	\$ 225,284.73			\$ 40,985.59										\$ 40,985.59
Agricultural Value	\$ 11,968,570.00	\$ 9,666,290.00	\$ 310,000.00	\$ 1,483,001.00	\$ 3,006,000.00										\$ 4,799,001.00
Commercial Value	\$ 3,736,000.00	\$ 1,741,400.00													\$ -
Institutional Value															
Industrial Value	\$ 2,486,000.00	\$ 2,455,000.00			\$ 680,000.00										\$ 680,000.00
Residential Value	\$ 32,168,997.00	\$ 43,871,193.66	\$ 11,058,400.00	\$ 5,186,850.00	\$ 5,647,276.00										\$ 21,892,526.00
Total Assessment Value	\$ 50,482,067.00	\$ 58,153,883.66	\$ 11,368,400.00	\$ 6,669,851.00	\$ 9,333,276.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,371,527.00
Agricultural Taxation	\$ 38,675.36	\$ 31,235.75	\$ 1,002	\$ 4,792.18	\$ 9,713.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,507.54
Commercial Taxation	\$ 101,521.99	\$ 47,320.77	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Industrial Taxation	\$ 82,102.14	\$ 81,078.34	\$ -	\$ -	\$ 22,457.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,457.54
Residential Taxation	\$ 415,804.23	\$ 567,062.38	\$ 142,936.68	\$ 67,043.25	\$ 72,994.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 282,974.47
Total New Taxation	\$ 638,103.72	\$ 726,697.23	\$ 143,938.41	\$ 71,835.44	\$ 105,165.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 320,939.56
Southgate Taxation Only															
Agricultural Taxation	\$ 19,341.55	\$ 15,621.00	\$ 501	\$ 2,396.57	\$ 4,857.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,755.32
Commercial Taxation	\$ 31,563.19	\$ 14,712.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Industrial Taxation	\$ 29,863.83	\$ 29,491.44	\$ -	\$ -	\$ 8,168.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,168.71
Residential Taxation	\$ 207,943.70	\$ 283,587.90	\$ 71,482.63	\$ 33,528.33	\$ 36,504.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 141,515.53
Total New Southgate Taxation	\$ 288,712.26	\$ 343,412.35	\$ 71,984	\$ 35,924.90	\$ 49,531.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157,439.56



Township of Southgate
Conference, Workshop/Seminar & Training Policy #2

Council and Staff Education Evaluation Report
Council, Training, Seminars & Professional Development/Self Study

Participant's Name:	Councillor Barbara Dobreen
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Course/Workshop/Conference:	Overall Evaluation:							
(Virtual) Annual Politicians Meeting - 2021	<table border="1" style="width: 100%;"> <tr> <td style="width: 25%;">Excellent</td> <td style="width: 5%; text-align: center;">X</td> <td style="width: 25%;">Good</td> <td style="width: 5%;"></td> <td style="width: 25%;">Average</td> <td style="width: 5%;"></td> <td style="width: 20%;">Poor</td> </tr> </table>	Excellent	X	Good		Average		Poor
Excellent	X	Good		Average		Poor		

Association/Institution Provider:	Name of Instructor:
Bruce Grey Federations of Agriculture	Hosted by Grey and Bruce OFA Presidents

Dates Attended: (if online, indicate online)	Wednesday, March 24th, 2021 - 9 a.m. to Noon
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Purpose of Attending:
To hear directly from the various agricultural sectors, their wins and the issues that continue to challenge them.

Please summarize the contents and the main points of the course: (Attach additional pages if necessary)
<p>Just some highlights/take-aways:</p> <p>Access to natural gas and broadband continue to be a priority and appreciation was expressed for the progress and funding being made in these areas.</p> <p>The lack of capacity of local meat processing facilities. There is also no formal training program for those wishing to become processors/butchers. Grocery/Retail is concentrated on a few large players that dictate the rules of the game, influence the supply chain, imposing fees on processors solely to their advantage.</p> <p>Stewardship programs and the need for continued education of the public with factual information. Activism through social media continues to disregard factual data and common sense.</p> <p>Importance of Seasonal and Temporary Farm Workers. There continues to be a labour shortage. Canadians don't want to work in the barns. This makes farming all the more reliant on these workers. Covid protocols continue to be followed but delay access to those workers.</p> <p>Educators are not teaching both sides of the story and children are receiving a negative impression of farms. The Boards of Education need to be encouraged to include agriculture in their curriculum in a fair and balanced way. MPP Lisa Thompson committed to bringing the message back to the Minister of Education in this regard.</p> <p>Farmers continue to be good stewards of their land as it is in their best interest to do so.</p> <p>ALUS (Alternative Land Use Services) is a program to work with property owners to take out marginal land and provide financial support for those lands.</p>

Will you use this information in your role? If yes, explain how:
Yes. Staying informed about the largest employer and economic driver in our region and the issues and concerns related to agriculture throughout all sectors allows us to advocate for education, processing and risk mitigation/protection.

Do you recommend that other Council Members/Staff attend this course? If so, who and why?:
Yes. It is an excellent vehicle to understand the broad issues of the agricultural industry, the contribution this sector makes to our economy and the environment and the employment opportunities. It's also nice to hear from our Provincial and Federal representatives.

Should similar course material be presented in house? If yes, by whom?
The OFA continues to reach out to member municipalities throughout the year.

Signature: <i>Barbara Dobreen</i>	Date: March 26th, 2021
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DUNDALK FOOD BANK – SPRING 2021 REPORT

APRIL 15TH, 2021

As already reported, at Christmas 2020, the Dundalk Food Bank served 100 unique households, amounting to a total of 246 people, including 110 children. This figure provides a fair cross-section of the community need at that time. We do our best to reach out to people in need, for example, through our local schools, so that they are aware of our services. But there are doubtless many other people struggling to make ends meet who may not approach the food bank.

Many people choose not to access the food bank, because there is a stigma associated with doing so. We strive to get to know those who come, so that we meet them as neighbours, not just as clients. For many people, talking with us on the phone can be chance to tell their stories and to share their burdens. 2020 has changed the in-person experience as we have adopted COVID-19 protocols from the Grey Bruce Public Health Unity. It means a lot to us when people tell us how much they appreciate speaking with us – it's about much more than just the food.

The 2020 need was greatly affected by the fluctuating burden on marginalized households. A certain number of people qualified for the CERB, and therefore were in a better position financially than they had been prior to this benefit.

One indication of this is that Grey County reported a 20% reduction in people accessing social assistance in 2020, as increased federal benefits were provided. Grey County forecasts a surge in 2021, anticipating a 21% increase in need, returning to 2019 levels.

From January 14th to April 15th 2021, the Dundalk Food Bank served 70 unique households, representing 198 people. In this three-month period we gave out a total of 116 food boxes, with a total of 299 people. This represents an average of approximately 39 food boxes, and 100 people served per month. (There are typically fewer people requesting help in the first two weeks of January following the Christmas hamper distribution.)

With the end of the CERB benefits available in 2020, we are starting to see a number of households, both individuals and families, who are struggling to pay both rent and food. From Christmas 2020 to the present we have seen 28 new

households, that is, 112 people, seeking help. In general, we see families at Christmas who are able to get by during the year but can't do the extras for their children at Christmas.

Amongst the causes of the new need, people report to us rise in rents and lack of access to attainable housing, and loss of work due to industry shut downs. We are meeting more individuals, and even parents and children, living in "rooming houses" – renting rooms where previously they might have rented apartments. We are also aware of more multi-generational households, and of single mothers with larger families. The profile of our community is certainly changing.

The Dundalk Food Bank wants to remain accountable to the community that supports us. We are so grateful for all of the amazing support we received at Christmas 2020. We recently received a report from the local Foodland that contributions matched by parent-company Sobeys, resulted in a \$4,300 credit for 2021. We benefitted from Bruce Power's one time donations of \$11,000 in April and May of 2020. We also note a great, recent donation of over 250 boxes of cereal collected by Proton Community School.

The Township of Southgate has provided a great location for people who use the Food Bank for over ten years. Every individual, school, service group, church, and business matters to us! You are making a difference. We count on your ongoing support through the year.

We want to mention that we are a community-based group, which is complementary to other services, e.g., Grey County, the South East Grey Community Health Centre. We are one piece of the puzzle helping to make ours a caring place to live, helping marginal people, including many children.

As a community group, we are able to operate with no overhead, and no staff salaries. We can ensure all donations, time and energy go directly to getting food to people in need. However, the people whom we help also need to find decent, attainable housing, to find work, to deal with mental health, parenting, food preparation. They need the additional services which other groups offer.

Thanks for being part of the Dundalk Food Bank's effort to support our neighbours in need!

SAUGEEN VALLEY CONSERVATION AUTHORITY

MINUTES

Conservation through Cooperation

MEETING:	Authority Meeting
DATE:	Thursday March 18, 2021, 1:00 p.m.
LOCATION:	Electronic
CHAIR:	Maureen Couture
MEMBERS PRESENT:	Paul Allen, Mark Davis, Barbara Dobreen, Dan Gieruszak, Cheryl Grace, Tom Hutchinson, Steve McCabe, Don Murray, Mike Myatt, Sue Paterson, Diana Rae, Christine Robinson, Bill Stewart
ABSENT:	Mike Niesen
OTHERS PRESENT:	Jennifer Stephens, General Manager/Secretary Treasurer Laura Molson, Manager, Corporate Services Erik Downing, Manager, Environmental Planning & Regulations JoAnne Harbinson, Manager, Water Resources & Stewardship Services Donna Lacey, Manager, Forestry & Conservation Lands Janice Hagan, Executive Assistant

Chair Maureen Couture, called the meeting to order at 1:00 p.m.

1. Land Acknowledgement

As we work towards reconciliation with Indigenous people, we begin our meeting today by respectfully acknowledging that we are situated on Traditional Territories and Treaty Lands, in particular those of the Chippewas of Saugeen Ojibway Territory known as the Saugeen Ojibway Nation.

As shared stewards of Ontario's land and water resources – along with the First Nations community – Saugeen Valley Conservation Authority appreciates and respects the history and diversity of the land and its peoples and are grateful to have the opportunity to meet in this territory.

2. Adoption of Agenda

MOTION #G21-31

Moved by Cheryl Grace

Seconded by Diana Rae

THAT the agenda be adopted as presented.

CARRIED

3. Introductions of New Staff

The following new staff were introduced:

- a. Matt Armstrong – Regulations Coordinator (promoted from SVCA Regulations Officer)
- b. Darren Kenny – Regulations Officer
- c. Michael Cook – Regulations Officer (Contract)

4. Declaration of Pecuniary Interest

No persons declared a pecuniary interest relative to any item on the agenda.

Christine Robinson left the meeting at 1:10 p.m.

5. Approval of Authority Meeting Minutes

- a. February 18, 2021 – Authority Meeting

MOTION #G21-32

Moved by Sue Paterson

Seconded by Tom Hutchinson

THAT the minutes of the Authority meeting, held on February 18, 2021 be approved as circulated.

CARRIED

6. Matters Arising from the Minutes

- a. Re-Branding – Colour Palette Options

Jennifer Stephens presented the colour palette options for branding as proposed by eSolutions and noted that staff preference overall was the Clean Palette. The colour palette will be used for the website, signage, and all promotional materials. After discussion, the Directors passed the following motion:

MOTION #G21-33

Moved by Barbara Dobreen

Seconded by Bill Stewart

THAT staff be directed to choose the Clean Palette option for the new SVCA brand colours.

CARRIED

7. Consent Agenda

MOTION #G21-34

Moved by Paul Allen

Seconded by Don Murray

THAT the reports, minutes, and information contained in the Consent Agenda, [items 6 a-c], along with their respective recommended motions be accepted as presented.

CARRIED

8. New Business

a. Interactive Strategic Planning Exercise

Jennifer conducted an interactive strategic planning exercise with the Directors using the SOAR (Strengths, Opportunities, Aspirations, and Results) approach and focused on aspirations to be achieved over the next five years, and the strategies and actions to support them. The Directors gave suggestions on how to achieve objectives and goals including increased community outreach, communication, and understanding of the conservation authority mandate.

After discussion, the following motion carried:

MOTION #G21-35

Moved by Steve McCabe

Seconded by Tom Hutchinson

THAT staff be directed to incorporate the feedback obtained from the Strategic Planning Exercise into the preliminary summary being used to build the framework of SVCA's Strategic Plan.

CARRIED

b. Property Donation

Donna Lacey informed the directors that a landowner had offered to donate her property to SVCA. The Property and Building Committee had discussed the potential donation at their meeting on March 9, 2021 and recommended that the donation be accepted. The property is adjacent to SVCA properties in the Municipality of West Grey and is approximately 123 acres including a substantial amount of wet forest and swamp. Donna has been in consultation with the landowner regarding forest management and trail maintenance since 2002. Property taxes are negligible and would have little impact on the Forestry budget. After discussion, the directors passed the following motion:

MOTION #G21-36

Moved by Paul Allen

Seconded by Don Murray

THAT the Authority accept Part Lot 37, Concession 17, Normanby Township, Municipality of West Grey, by donation.

CARRIED

c. Playground Equipment Acquisition

Donna presented photos of the existing playground structures at the Durham and Bluffs campgrounds. It was noted that the playground equipment at both locations needs replacement due to liability and safety concerns. The directors noted that the structures are decrepit and would likely not pass a safety inspection. The following motion carried:

Annual Meeting – March 18, 2021

MOTION #G21-37

Moved by Barbara Dobreen

Seconded by Mike Myatt

THAT staff be directed to acquire playground equipment for the Durham and Saugeen Bluffs Conservation Area campgrounds at a cost of \$75,000 plus an additional \$5,000 for sand, following the Authority's purchasing policy.

CARRIED

d. Property and Building Committee / Parks Committee Amalgamation

Jennifer presented a proposal to amalgamate the Property and Building Committee and the Parks Committee to form the Property and Parks Committee. The Property and Building Committee had discussed this proposal on March 9, 2021 and recommended to the Authority that the committees be amalgamated. It was agreed and the following motion was carried:

MOTION #G21-38

Moved by Bill Stewart

Seconded by Cheryl Grace

THAT the Board of Directors support the amalgamation of the Property and Building Committee and the Parks Committee.

CARRIED

e. Designating SVCA Staff as Officers

Erik Downing reviewed the submitted report. He noted that the *Conservation Authorities Act* states that conservation authorities are required to designate 'officers' and only those designated can perform the functions associated with the authority's permitting role. Staff recommend that all Environmental Planning and Regulations department staff be given the designation.

MOTION #G21-39

Moved by Mike Myatt

Seconded by Steve McCabe

THAT the following positions: Manager, Environmental Planning and Regulations; Environmental Planning Coordinator; Regulations Coordinator; Regulations Officer; Environmental Planning Technician; and Resources Information Technician, be designated as 'Officers' by the Authority for the purposes of reviewing permit applications under and enforcement of Section 28 of the *Conservation Authorities Act* and Regulation 169/06.

CARRIED

Christine Robinson re-joined the meeting at 3:07 p.m.

f. Agricultural Advisory Committee

Jennifer reviewed the history of the Agriculture Advisory Committee, noting that it had been formed in February 2016 for the purposes of addressing issues of concern and to improve communication efforts. She told the directors that the committee had not been active in the past year, and that staff recommends re-establishing meetings at least 4 times annually with an updated Terms of Reference.

Annual Meeting – March 18, 2021

MOTION #G21-40

Moved by Barbara Dobreen

Seconded by Steve McCabe

THAT the Board of Directors re-establish the Agricultural Advisory Committee;

AND that the SVCA Chair and the following three (3) Directors be appointed to the Committee:

Steve McCabe, Don Murray, Paul Allen;

AND that staff be directed to reach out to the Bruce County, Grey County, Huron County, and Wellington County Federations requesting representatives;

AND that staff be directed to contact the Christian Farmer's Association requesting the name of a representative to sit on a Committee;

AND that staff be directed to contact the National Farmer's Union requesting the name of a representative to sit on a Committee;

AND that staff be directed to contact all other associations related to drop and livestock farming requesting the name of a representative to sit on a Committee;

AND FURTHER that a member at large be appointed by invitation of the Agricultural Advisory Committee.

CARRIED

There being no further business, the meeting adjourned at 3:32 p.m. on motion of Diana Rae and Sue Paterson.

Maureen Couture
Chair

Janice Hagan
Recording Secretary



SAUGEEN VALLEY SOURCE PROTECTION AUTHORITY

MINUTES – MEETING #31

MEETING: Saugeen Valley Source Protection Authority
DATE: Thursday, January 22, 2021
TIME: 4:50 p.m.
LOCATION: Electronic

CHAIR: Maureen Couture

MEMBERS PRESENT: Paul Allen, Mark Davis, Barbara Dobreen, Dan Gieruszak, Cheryl Grace, Steve McCabe, Mike Myatt, Sue Paterson, Christine Robinson

ABSENT WITH REGRETS: Mark Goetz, Tom Hutchinson, Don Murray, Diana Rae, Bill Stewart

OTHERS PRESENT: Carl Seider, Project Manager, Drinking Water Source Protection
Bill Twaddle, Chair, SGSNBP Source Protection Committee
Jennifer Stephens, General Manager/Secretary -Treasurer
Laura Molson, Manager, Corporate Services
JoAnne Harbinson, Manager, Water Resources
Janice Hagan, Executive Assistant

The meeting was called to order at 4:50 p.m.

1. ADOPTION OF AGENDA

MOTION #SVSPA-21-01

Moved by Sue Paterson

Seconded by Steve McCabe

THAT the agenda be adopted as distributed.

Carried

2. DECLARATION OF CONFLICT OF INTEREST

No person declared a conflict of interest relative to any item on the agenda.

3. ADOPTION OF MINUTES

MOTION #SVSPA-21-02

Moved by Dan Gieruszak

Seconded by Barbara Dobreen

THAT the Minutes of the April 2, 2020 Source Protection Authority meeting be adopted as distributed.

Carried

4. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the Minutes.

5. CORRESPONDENCE

There was no correspondence.

6. REPORTS

a. Regulation 205/18: Notice for a new or changes to an existing municipal drinking water system

Carl Seider presented Report 6a to the Authority. There was no discussion.

MOTION #SVSPA-21-03

Moved by Dan Gieruszak

Seconded by Steve McCabe

THAT the Saugeen Valley Source Protection Authority be directed to provide a Notice outlining the required changes and associated timelines to the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Plan when a new municipal drinking water system is being established or there are changes to an existing municipal drinking water system.

Carried

b. Source Protection Plan Amendments

Carl Seider presented Report #6b to the Authority. After discussion, the following motion was passed:

MOTION #SVSPA-21-04

Moved by Mike Myatt

Seconded by Steve McCabe

THAT the Saugeen Valley Source Protection Authority endorses the proposed Source Protection Plan amendments for the purposes of engaging in pre-consultation activities with affected stakeholders as required by Ontario Regulation 287/07;

AND FURTHER THAT staff be directed to provide an updated version of any substantive changes to the Source Protection Plan amendments to the Saugeen Valley Source Protection Authority prior to final submission to the Ministry of Environment, Conservation and Parks.

Carried

7. OTHER BUSINESS

There was no other business.



SAUGEEN VALLEY SOURCE PROTECTION AUTHORITY

8. CONFIRMATION OF NEXT MEETING AND ADJOURNMENT

The next meeting is to be scheduled as required.

There being no further business, the meeting adjourned at 5:32 p.m. on motion of Steve McCabe and Cheryl Grace.

Maureen Couture
Chair

Janice Hagan
Executive Secretary

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Services Boards

FROM: Richard Stubbings
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Enhanced Enforcement and New Order under the
*Emergency Management and Civil Protection Act***

DATE OF ISSUE:	April 17, 2021
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	21-0046
PRIORITY:	High

As you know, the government issued a provincewide Stay-At-Home order under the *Emergency Management and Civil Protection Act* (EMCPA) that, effective Thursday, April 8, 2021 at 12:01 a.m., required everyone to remain at home except for specified purposes, such as going to the grocery store or pharmacy, accessing health care services (including getting vaccinated), for outdoor exercise, or for work that cannot be done remotely.

At the request of the Chief Medical Officer of Health, due to the continued and rapid growth in the number and percentage of positive cases, pressures on the province's health care system, and increasing risks posed to the public by COVID-19 variants, the government is strengthening the tools for enforcement of the province's Stay-at-Home order while imposing new travel restrictions and enhanced public health measures. These urgent actions are targeted at stopping the rapid growth in COVID-19 case rates and relieving mounting pressures on the province's health care system. As such, [EMCPA O. Reg. 265/21 \(Stay-At-Home order\)](#) has now been extended for an **additional two weeks**.

However, it has been observed that individuals continue to leave their homes for purposes that are not permitted by the Stay-at-Home order, including gatherings, and this non-compliance needs to be addressed to prevent further transmission and save lives.

As a reminder, in order to help with enforcement of orders made under *Reopening Ontario (A Flexible Approach to COVID-19) Act, 2020* (ROA) and the EMCPA, regulations have been made under these Acts (O. Reg. 114/20 and O. Reg. 8/21) pursuant to which a police officer or any other provincial offences officer may require an individual to provide the officer with the individual's correct name, date of birth and address if the officer has reasonable and probable grounds to believe that the individual has committed an offence under subsection 10 (1) of the ROA or s. 7.0.11 of the EMCPA.

Police and other provincial offences officers have the authority to disperse gatherings or organized public events that are not complying with gathering/event limits; and all provincial offences officers - not just police, First Nations Constables and special constables - can temporarily close premises where prohibited gatherings are occurring and require individuals to vacate.

Effective immediately, amendments to EMCPA O. Reg. 8/21 (Enforcement of COVID-19 Measures) will provide an additional tool to support enforcement of O. Reg. 82/20 with respect to prohibited social gatherings, as follows:

- Where a police officer or other provincial offences officer has reason to suspect that an individual may be participating **in a gathering that is prohibited** by clause 1 (1) (c) of Schedule 4 of Ontario Regulation 82/20 (Rules for Areas in Stage 1) made under ROA, and believes that it would be in the public interest to determine whether the individual is in compliance with that clause, the officer may require the individual to provide information for the purpose of determining whether they are in compliance with that clause.
 - Every individual who is required to provide a police officer or other provincial offences officer with information shall promptly comply.
 - **This power may only be exercised in a health unit to which Ontario Regulation 265/21 (Stay-at-Home Order) made under the Act applies.**

As a reminder, the penalty for breaching an order under the EMCPA if issued a notice of offence (ticketed) under *the Provincial Offences Act* (POA) is \$750.

Any public complaints related to police conduct or misuse of these powers should be handled by Chiefs of Police or the Office of the Independent Police Review Director (OIPRD) as appropriate through existing oversight processes set out in the *Police Services Act* (PSA).

In addition, in order to limit the transmission of the variants of concern in Ontario, [O. Reg. 293/21 \(Persons Entering Ontario From Manitoba or Quebec\)](#) has been made under the EMCPA. **Effective Monday, April 19 at 12:01 a.m. local time**, it will restrict travel between Ontario and the provinces of Manitoba and Quebec with exceptions for purposes such as work, medical care or transportation of goods.

Enforcement officials, meaning police officers, First Nations Constables, special constables, officers appointed for carrying out the provisions of the *Highway Traffic Act*, conservation officers appointed under the *Fish and Wildlife Conservation Act, 1997*, or a person or class of persons designated by the Solicitor General for the purposes of this order, will have the following powers:

- Require a person entering Ontario at any point along the Quebec or Manitoba borders to stop;
- Require the person to provide any available identification or documents and answer any questions to determine if they are complying with the order; and
- Require a person to return to Quebec or Manitoba, as applicable, if the enforcement official reasonably believes that the person is not complying with the order.

Finally, the following orders have been extended:

- The current declared provincial emergency made under [EMCPA \(O.Reg.7/21 - Declaration of Emergency\)](#) is extended for 14 days past its current end-date of April 21, 2021, until the end of the day on May 5, 2021; and
- All below in-effect orders made up to April 15, 2021, pursuant to the EMCPA, [are extended](#) to the first instant of May 5, 2021:
 - O. Reg. 8/21 Enforcement of COVID-19 Measures;
 - O. Reg. 55/21 Compliance Orders for Retirement Homes;
 - O. Reg. 265/21 Stay-At-Home Order;
 - O. Reg. 266/21 Residential Evictions;
 - O. Reg. 271/21 Work Redeployment for Local Health Integration Networks and Ontario Health;
 - O. Reg. 272/21 Transfer of Hospital Patients; and,
 - O. Reg. 288/21 Closure of Public Lands for Recreational Camping.

Enforcement of Orders

As you are aware, for offences under the ROA and EMCPA, police and other provincial offences officers, including First Nation Constables, special constables, and municipal by-law officers, have discretion to either issue tickets to individuals for set fine amounts or issue a summons under Part I of the POA) or to proceed under Part III of the POA by laying an information.

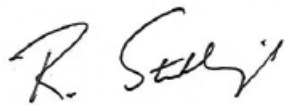
Analysis of enforcement data that your police service provides to the Ministry of the Solicitor General (ministry) continues to support data-driven decision-making. As part of your ongoing weekly reporting to the ministry on EMCPA and ROA enforcement activities, **please also provide data on the use of this new power regarding enforcement of prohibited social gatherings.**

The ministry continues to work with enforcement ministries and municipalities to collaborate and information share, including through the dedicated 1-800 Enforcement Support Line and email resource at EssentialWorkplacesSupport.SolGen@ontario.ca.

As cases continue to trend sharply upward along with instances of non-compliance, I encourage you to leverage this enhanced authority in your local enforcement of orders under the EMCPA and ROA. The ministry trusts that Chiefs of Police will ensure these new measures are used in a way that maintains public trust and confidence in police.

Thank you, as always, for your continued efforts to help keep our communities safe and healthy.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Stubbings".

Richard Stubbings
Assistant Deputy Minister
Public Safety Division

Attachment



Executive Council
Conseil exécutif

R.O.C./Décret 257 / 2021

I certify that the attached is a true copy of the Regulation under the Emergency Management and Civil Protection Act, made by Her Honour the Lieutenant Governor in Council on April 17, 2021.

Dated at Toronto, April 17, 2021

A handwritten signature in blue ink, appearing to be "J. Tithe", written over a horizontal line.

Deputy Clerk, Executive Council



Ontario

Executive Council
Conseil exécutif

Order in Council Décret

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and concurrence of the Executive Council, orders that:

the appended Regulation be made under the
Emergency Management and Civil Protection Act.

Sur la recommandation de la personne soussignée, la lieutenant-gouverneure, sur l'avis et avec le consentement du Conseil exécutif, décrète ce qui suit :

Le règlement ci-annexé est pris en vertu de la *Loi sur la protection civile et la gestion des situations d'urgence.*

Recommandé par :

Recommended

Appuyé par :

Le président du Conseil des
ministres,

Concurred

Chair of Cabinet

Approuvé et décrété le

La lieutenant-gouverneure,

Approved and Ordered

APR 17 2021

5:40 p.m.

Date and Time

Lieutenant Governor

R.O.C./Décret (R) 257/2021

APR 17 2021

Number (O. Reg.)
Numéro (Règl. de l'Ont.) → 298/21

[Bilingual]

CONFIDENTIAL

Until made

REG2021.0409.e

2

ONTARIO REGULATION

made under the

EMERGENCY MANAGEMENT AND CIVIL PROTECTION ACT

Amending O. Reg. 8/21

(ENFORCEMENT OF COVID-19 MEASURES)

1. Section 2.1 of Schedule 1 to Ontario Regulation 8/21 is revoked and the following substituted:

Requirement to provide information

2.1 (1) Where a police officer or other provincial offences officer has reason to suspect that an individual may be participating in a gathering that is prohibited by clause 1 (1) (c) of Schedule 4 of Ontario Regulation 82/20 (Rules for Areas in Stage 1) made under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020*, and believes that it would be in the public interest to determine whether the individual is in compliance with that clause, the officer may require the individual to provide information for the purpose of determining whether they are in compliance with that clause.

(2) Every individual who is required under subsection (1) to provide a police officer or other provincial offences officer with information described in that subsection shall promptly comply.

(3) The power described in subsection (1) may only be exercised in a health unit to which Ontario Regulation 265/21 (Stay-at-Home Order) made under the Act applies.

CONFIDENTIEL
jusqu'à la prise du décret

Reg2021.0409.f02.EDI
2-CJO

RÈGLEMENT DE L'ONTARIO

pris en vertu de la

LOI SUR LA PROTECTION CIVILE ET LA GESTION DES SITUATIONS D'URGENCE

modifiant le Règl. de l'Ont. 8/21

(EXÉCUTION DE MESURES LIÉES À LA COVID-19)

1. L'article 2.1 de l'annexe 1 du Règlement de l'Ontario 8/21 est abrogé et remplacé par ce qui suit :

Obligation de fournir des renseignements

2.1 (1) Lorsqu'un agent de police ou autre agent des infractions provinciales a des raisons de soupçonner qu'un particulier participe à un rassemblement interdit par l'alinéa 1 (1) c) de l'annexe 4 du Règlement de l'Ontario 82/20 (Règles pour les régions à l'étape 1) pris en vertu de la *Loi de 2020 sur la réouverture de l'Ontario (mesures adaptables en réponse à la COVID-19)*, et qu'il estime qu'il serait dans l'intérêt public d'établir si ce particulier se conforme à cet alinéa, l'agent peut exiger que ce particulier fournisse des renseignements afin d'établir s'il se conforme à cet alinéa.

(2) Tout particulier qui est tenu, en application du paragraphe (1), de fournir à un agent de police ou autre agent des infractions provinciales les renseignements visés à ce paragraphe se conforme promptement à l'exigence.

(3) Le pouvoir visé au paragraphe (1) ne peut être exercé que dans une circonscription sanitaire à laquelle s'applique le Règlement de l'Ontario 265/21 (Décret ordonnant de rester à domicile) pris en vertu de la Loi.

Grey-Bruce Vaccine Distribution Task Force Community Letter

Being at Our Best, Showing Unity Critical for Grey-Bruce Communities

This week, the Grey-Bruce Vaccine Distribution Task Force met for an update from Dr. Ian Arra and the health unit team on two pressing issues – the spread of COVID-19 and the progress on vaccine distribution. The Task Force is a team of public institutions, community partners, health providers, businesses, Indigenous communities, agricultural sector, and people committed to supporting the implementation of vaccinations in Grey-Bruce.

We are at a critical juncture in the pandemic. Stress, COVID-fatigue, and the many challenges people are faced with as a result of the pandemic are real. Small businesses are suffering, and people are out of work. Our public office holders at all levels are trying their best and our health system is stretched. Times are tough and we need to recognize this.

That's why we are sending this message, endorsed by the Grey-Bruce Vaccine Distribution Task Force. Being at our best and showing unity is how we will end the pandemic. There is a clear plan regarding the distribution of vaccines in Grey-Bruce – it's open and transparent. While there is lots of social media commentary, there are a number of key items we need to all reflect on in a unified manner as a community.

First, supplies are rapidly picking up and to date we have given nearly 50,000 doses of vaccine in Grey-Bruce and they are administered within days of being received. Within months, every resident in Grey-Bruce that's in the prioritization sequence will be able to be vaccinated based on the Provincial Government's ethical framework that works to best allocate vaccines based on the highest risk. To date, a third of adults in Ontario have received their first dose.

Public Health will allocate these vaccines based on these guidelines to meet the needs of Grey-Bruce. We need to show our support and confidence in Public Health to make the right decisions. Public Health only has one goal – protect people and end the pandemic.

Our local primary care and pharmacies are also playing a critical and important role. Based on Provincial arrangements they are safely and effectively administering the AstraZeneca vaccine to anyone over 40. Each participating pharmacy and clinic will have their own waiting list and process for booking vaccinations. Again, demand has outpaced supply locally and all of these providers will do more as supplies arrive.

We can be frustrated that there are many in our community who have not been able to be vaccinated but also recognize there is more demand than supply and officials are doing the best they can given the unprecedented circumstance. These organizations managing the rollout are often faced with changing circumstances given the challenges variants have presented and are making the best decisions they can. We believe being at our best and showing unity is critical at this time. Let's offer forgiveness to one another and demonstrate love, peace, and patience towards one another as we work towards a common goal of a better, healthier tomorrow. It's what Grey-Bruce has done throughout the pandemic, always does in tough times and will do in the days ahead.

Being at our best is also about doing whatever we can to stop the spread of COVID-19, so we have the time for vaccine to arrive and everyone to be vaccinated. We know what these are – distancing, mask wearing and following the rules in place. By focusing on this, we are giving our Health Care system a chance to fight more challenging variants and save people who contract the virus. These steps are also

imperative to ensuring the health unit team can continue to effectively and efficiently complete contact tracing to break the chains of transmission.

Showing unity is a recognition that we have more demand than supply for the vaccine and we will be patient and respectful of the organizations and people that are trying their best to cover everyone as quickly as possible. This is easier said than done given the fatigue and very real consequences from the pandemic, but this is how we will be successful.

This pandemic will end, and the task force is committed to working as hard as we can with Public Health and our institutions to advocate, support and enable as needed until everyone in Grey-Bruce who wants a vaccine can get one. Together we will beat this by being at our best and showing unity.

Craig Ambrose

Chief of Police
Owen Sound Police Service

Dr. Ian Arra

Medical Officer of Health and CEO
Grey Bruce Health Unit

David Baker

Lead Pastor
South Port Church

Doug Barfoot

Fire Chief
Owen Sound Fire

Dr. Lindsay Bowman

Family Physician
Brockton and Area Family Health Team

Ashley Chapman

Vice President
Chapman's

Lori Di Castri

Chair of the Board
Bruce Grey Catholic District School Board

Sheryl Elliott

Superintendent of Education
Bluewater District School Board

Ryan Fullerton

Pharmacist & Owner
Brown's Guardian Pharmacy & Stewart's Pharmachoice

Steve Hammell

Mayor, Municipality of Arran-Elderslie & Agricultural Representative

Selwyn (Buck) Hicks

Warden
Grey County

Dana Howes

President and CEO
Hanover & District Hospital

Janice Jackson

Warden
Bruce County

Pamela Loughlean

Executive Director
Peninsula Family Health Team

Krista Miller

Inspector
South Bruce O.P.P.

Penny Pedlar

Director of Clinical Services & Nurse Practitioner
South East Grey Community Health Centre

Doran Ritchie

Councillor & Chair of Health Committee
Saugeen First Nation

Nick Saunders

Councillor & Fire Chief
Chippewas of Nawash Unceded First Nation

Steve Schaus

Director of Paramedic Services
Bruce County EMS

James Scongack

Executive Vice President, Corporate Affairs & Operational Services
Bruce Power

Dr. Lizette van Zyl

Lead Physician
Owen Sound Family Health Team

Kristen Watt

Pharmacist & Owner
Kristen's Pharmacy



Grand River Conservation Authority

Summary of the General Membership Meeting – April 23, 2021

To GRCA/GRCF Boards and Grand River watershed municipalities - Please share as appropriate.

Action Items

The Board approved the resolutions in the following reports as presented in the agenda:

- GM-04-21-35 - Financial Summary
- GM-04-21-32 - Conestogo Dam Concrete Rehabilitation Phase 2B - DR 21.013 Tender Award

Information Items

The Board received the following reports as information:

- GM-04-21-33 - General Insurance Renewal 2021-2022
- GM-04-21-31 - Cash and Investment Status
- GM-04-21-30 - Development, Interference with Wetlands and Alterations to Shorelines Regulation
- GM-04-21-34 - Current Watershed Conditions

Delegations

The Board heard from the following delegation:

- Grand Valley Trails Association - Annie Cote-Kennedy, Charles Whitlock, and Laura Anders regarding trail access at Elora Gorge Conservation Area

Source Protection Authority

The General Membership of the GRCA also acts as the Source Protection Authority Board

Correspondence

The SPA Board received the following correspondence:

- Lake Erie Region Source Protection Committee regarding the 2020 Grand River Annual Progress Reports be received as information.

Action Items

The SPA Board approved the resolutions in the following reports as presented in the agenda:

- SPA-04-21-01 - Submission of the 2020 Grand River Annual Progress Report and Supplemental Form

For full information, please refer to the April 23 Agenda Packages. Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following the next meeting of the General Membership scheduled on May 28, 2021.

You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.



Media Release

April 26, 2021

Grey Bruce Health Unit's COVID-19 Help Line Re-Activated

Having successfully contained the recent surge in cases of COVID-19 locally, the Grey Bruce Health Unit is re-activating our telephone Helpline, 519-376-9420 ext. 3000

To prevent further transmission and support the large case volume staff were re-assign from the Helpline to assist contact tracing and case management during the recent surge.

The Helpline provides general guidance related to COVID-19. It is not a vaccine booking system or capable of managing booking system challenges. Most questions to the Helpline are answered on our website. As such, basic vaccine or COVID-19 questions in which the answer is easily available on our website or application will be referred to our website. We will respond to those without capacity to review the website.

As a reminder when calling the Helpline, please ensure you speak respectfully to the staff, avoiding rude, vulgar or cruel language, as it will not be tolerated.

For information about the vaccine rollout, to review eligibility, and to understand how to book an appointment, please visit our Vaccine Webpage, or download our mobile app at: [COVID-19 Vaccines \(publichealthgreybruce.on.ca\)](https://publichealthgreybruce.on.ca/covid-19-vaccines)

- Google
 - <https://play.google.com/store/apps/details?id=ca.on.publichealthgreybruce.app>
- IOS
 - <https://apps.apple.com/ca/app/grey-bruce-covid19-vaccine-app/id1560299564>

For information on eligibility and booking through the provincial system, please visit:

[About the Provincial Booking System \(publichealthgreybruce.on.ca\)](https://publichealthgreybruce.on.ca/about-the-provincial-booking-system)

Please note the provincial booking system can book first and second appointments.

For information on eligibility and booking through the local Grey Bruce Health Unit booking system, please visit:

[Local Booking System for Other Eligible Groups \(publichealthgreybruce.on.ca\)](https://publichealthgreybruce.on.ca/local-booking-system-for-other-eligible-groups)

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

At this time, the local booking system only books first appointments. The majority of clients that book using this system must book their second appointment when it is due – 16 weeks after the first dose (with some exceptions for a small portion of the population)

To book over the phone with the local booking system, please call the Grey Bruce vaccine line at:

- 1-833-421-1999; Monday to Friday: 8 am - 7 pm; Saturday 9 am to 1 pm; Closed Sunday. (Grey Bruce Community Connections).

The Grey Bruce Health Unit wants to thank everyone for their patience during this time.

For More Information:

Dr. Ian Arra, MD MSc FRCPC ACPM ABPM

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

Good afternoon,

The Honourable, Jeff Yurek, the Minister of the Environment, Conservation and Parks and Robert Poirier, the Chair of the Resource Productivity and Recovery Authority (RPRA) signed an amended Operating Agreement. The restated Operating Agreement came into effect April 23, 2021.

The Operating Agreement is a key government oversight measure under the Resource Recovery and Circular Economy Act, 2016 which clarifies the role, governance and operations of RPRA. To ensure a transparent and effective oversight model for producer responsibility in Ontario, the ministry proposed amendments to the Operating Agreement.

The proposal was made available for public comment for a 45-day period between February 12, 2021 – March 29, 2021. The ministry considered all comments received and made additional administrative amendments to the Operating Agreement to ensure consistency and provide clarification. The amended Operating Agreement has been posted on the Environmental Registry of Ontario (ERO) at <https://ero.ontario.ca/notice/019-2886>.

The Operating Agreement has been finalized to:

- increase ministerial oversight and transparency of RPRA
- enable industry input into RPRA's business planning process
- improve RPRA's financial transparency
- further define and limit RPRA's functions
- ensure data privacy

The amended Operating Agreement also includes necessary administrative changes to remove out-of-date terms, add clarification and improved operational flexibility.

If you have any questions about the Operating Agreement, please contact Carolina Huignard, Senior Policy Analyst, Resource Recovery Policy Branch at carolina.huignard@ontario.ca or 416-712-7240.

Sincerely,

Charles O'Hara
Director, Resource Recovery Policy Branch
Environmental Policy Division
Ministry of the Environment, Conservation and Parks

OPERATING AGREEMENT BETWEEN:

**HER MAJESTY THE QUEEN in Right of Ontario
as represented by the Minister of the Environment,
Conservation and Parks**

- and -

RESOURCE PRODUCTIVITY AND RECOVERY AUTHORITY

as amended and restated

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OPERATING AGREEMENT

This Operating Agreement made in duplicate,

BETWEEN:

HER MAJESTY THE QUEEN in Right of Ontario
as represented by the Minister of the Environment, Conservation and Parks

- and -

RESOURCE PRODUCTIVITY AND RECOVERY AUTHORITY,

WHEREAS the Minister of the Environment, Conservation and Parks and the Resource, Productivity and Recovery Authority,

- A. entered into the Agreement, as required under section 28 of the *Resource Recovery and Circular Economy Act, 2016*;
- B. reviewed the Agreement in accordance with section 28 of the *Resource Recovery and Circular Economy Act, 2016* and wish to make certain amendments;
- C. are restating the Agreement, as amended, for convenience and ease of use;

THEREFORE in consideration of the promises and mutual agreements contained herein and subject to the terms and conditions hereinafter set forth, the parties covenant and agree as follows:

1. DEFINITIONS AND INTERPRETATION

1.1 When used in this Agreement, the following words and expressions have the following meanings:

- (a) "Acts" means both the *Resource Recovery and Circular Economy Act, 2016* and the *Waste Diversion Transition Act, 2016*;
- (b) "Agreement" means this operating agreement which is entered into pursuant to section 28 of the *Resource Recovery and Circular Economy Act, 2016* and includes all attached schedules and, as of the Amendment and Restatement Effective Date, the amendments contained in this amendment and restatement;
- (c) "Agreement Effective Date" means March 27, 2017.

- (d) "Amendment and Restatement Effective Date" means the date that this amendment and restatement has been executed by both parties.
- (e) "Authority" means the Resource Productivity and Recovery Authority, a corporation without share capital continued under Part III of the Resource Recovery and Circular Economy Act, 2016;
- (f) "Board" means the board of directors of the Authority;
- (g) "CEO" means the chief executive officer of the Authority;
- (h) "Chair" means the chair of the Board;
- (i) "Crown" means the Queen in right of Ontario;
- (j) "Deputy Registrar" means an individual appointed under section 46 of the *Resource Recovery and Circular Economy Act, 2016*;
- (k) "Fiscal Year" has the meaning as set out in section 32 of the *Resource Recovery and Circular Economy Act, 2016*, namely, the period from January 1 to December 31 in each year;
- (l) "FIPPA" means the *Freedom of Information and Protection of Privacy Act*;
- (m) "Government" means the Government of Ontario;
- (n) "Industry Funding Organization" has the meaning set out in section 2 of the *Waste Diversion Transition Act, 2016*, namely a corporation continued under section 15 of the *Waste Diversion Transition Act, 2016* as an industry funding organization that is designated for a waste diversion program;
- (o) "Industry Stewardship Organization" means an organization that operates an industry stewardship plan continued under section 36 of the *Waste Diversion Transition Act, 2016* or approved under section 37 of the *Waste Diversion Transition Act, 2016*;
- (p) "Minister" means the Ontario Minister of the Environment, Conservation and Parks or any other member of the Executive Council to whom responsibility for the Acts is assigned or transferred under the *Executive Council Act*, acting for and on behalf of the Crown;
- (q) "Ministry" means the Ontario Ministry of the Environment, Conservation and Parks, as may be renamed or reorganized from time to time;

- (r) “Personal Information” has the meaning set out in FIPPA;
- (s) “Registrar” means an individual appointed under section 45 of the *Resource Recovery and Circular Economy Act, 2016*;
- (t) “Registry” means the Resource Productivity and Recovery Registry established under section 50 of the *Resource Recovery and Circular Economy Act, 2016*;
- (u) “RRCEA” means the *Resource Recovery and Circular Economy Act, 2016*;
- (v) “WDTA” means the *Waste Diversion Transition Act, 2016*.

1.2 In this Agreement,

- (a) words denoting the singular include the plural and vice versa and words denoting any gender include all genders;
- (b) the word “including” or “includes” shall mean “including [or includes] without limitation”;
- (c) all references to days in this Agreement are to calendar days, unless expressly set out otherwise;
- (d) any reference to a statute shall mean the statute in force as at the date hereof, together with all regulations promulgated thereunder, as the same may be amended, re-enacted, consolidated and/or replaced, from time to time, and any successor statute thereto, unless otherwise expressly provided;
- (e) the division of this Agreement into separate sections and subsections, and the insertion of headings are for convenience of reference only and shall not affect the construction or interpretation of this Agreement; and
- (f) this Agreement should be read together with the Acts. In the event of conflict between this Agreement and any act or regulation under which the Authority has powers or duties, the act or regulation prevails.

2. **PURPOSE OF THE AGREEMENT**

2.1 The purpose of this Agreement is to:

- (a) clarify the roles, duties and responsibilities of the Minister and the Authority in relation to the Acts and any administrative matters under the Acts;

- (b) set out matters that the Minister considers advisable in the public interest relating to the Authority's carrying out of its objects, including matters relating to governance and operations, as well as any matters required to be included under any other act;
- (c) set out the accountability framework between the parties and clarify the administrative, financial, working and reporting relationships between the parties; and
- (d) promote openness and transparency to serve the public interest.

3. NOT CROWN AGENTS

- 3.1 As per section 37 of the RRCEA, the Authority and its members, officers, employees and agents are not agents of the Crown in right of Ontario and shall not hold themselves out as such.

4. MANDATE

- 4.1 The objects of the Authority as set out in section 24 of the RRCEA form the mandate of the Authority which includes performing the duties and exercising the powers given to the Authority under the RRCEA and WDTA, as well as any other act.
- 4.2 The Authority shall not carry out any activities other than those that are within its mandate as set out in section 4.1 of this Agreement.

5. ACCOUNTABILITY RELATIONSHIPS

- 5.1 The Minister is accountable to the Legislative Assembly of the Province of Ontario for the statutes that the Minister administers, including the Acts and has a legislative oversight role with respect to the Authority.
- 5.2 The Board is accountable to the Minister through the Chair for the performance of the Authority.

6. ROLES AND RESPONSIBILITIES OF THE PARTIES

- 6.1 The Minister:
 - (a) will fulfil the roles and responsibilities as outlined in this Agreement and the Acts in a responsible, complete and thorough manner, and on a timely basis;
 - (b) is responsible for overseeing the performance of the Authority with respect to

its mandate as articulated in section 4 of this Agreement and for administering the Acts under which the Authority has duties and powers. For this purpose, the Minister requires timely access to information from the Authority as set out in the Information Sharing Protocol in Schedule “A”;

- (c) is responsible for developing statutes, regulations and policies on matters related to resource recovery or waste reduction;
- (d) will inform the Board, through the Chair, of the Government’s priorities and broad policy directions relating to the Authority;
- (e) may provide direction to the Authority as authorized in the Acts, such as issuing policy direction to the Authority, requiring a review of the Authority or of its operations, or requiring the Authority to establish one or more advisory councils;
- (f) will not disclose information supplied in confidence by the Authority where that information satisfies section 17 of FIPPA except with the consent of a person whose interest could be affected by the disclosure or where otherwise required by law;
- (g) shall make best efforts to meet with the Chair from time to time;
- (h) will post the Authority’s annual report on the registry established under the Environmental Bill of Rights, 1993 for public information;
- (i) shall make reasonable efforts to consult with or engage the Authority:
 - (i) during the policy development process, including with respect to any relevant proposed statutes or regulations;
 - (ii) in coordinating public and stakeholder communications regarding any proposed statutes, regulations or policies; and
 - (iii) in the development of communication strategies for both critical and on- going issues; and
- (j) may work with other ministries in facilitating agreements and relationships with the Authority.

6.2 The Authority:

- (a) shall conduct its operations in an efficient and economical manner, in accordance with the law, including but not limited to the Acts, and this Agreement and shall advance the principle of maximizing resource recovery and waste reduction to support a circular economy as defined in the RRCEA;
- (b) shall carry out its objects in accordance with the Acts, including operating the

Registry and exercising powers and performing duties in relation to compliance and enforcement activities;

- (c) is responsible for ensuring that it has adequate resources, including financial resources, to comply with this Agreement, the Acts, and other relevant law, in accordance with the business plans that it submits to the Minister pursuant to section 33 of the RRCEA;
- (d) will ensure that the terms and conditions of this Agreement, its powers and duties under the Acts, and its responsibilities under its by-laws or other agreements entered into with the Minister are carried out in a responsible, complete and thorough manner, and on a timely basis;
- (e) will follow direction provided by the Minister as authorized in the Acts, such as policy direction issued to the Authority, a requirement for a review of the Authority or of its operations, or a requirement to establish one or more advisory councils, in a responsible, complete and thorough manner, and on a timely basis;
- (f) is responsible for developing and maintaining up-to-date written policies and procedures for each functional area of its business including but not limited to Registry establishment and maintenance, as well as compliance and enforcement activities;
- (g) shall protect the information in the Registry with technological, administrative and physical safeguards that represent best practices in respect of the sensitivity of the information, the format in which it is held and the related privacy risks and secure such information against theft, loss and unauthorized use or disclosure;
- (h) is responsible for exercising powers and performing duties with respect to compliance and enforcement of the Acts;
- (i) when able and appropriate, shall coordinate its compliance and enforcement activities with the compliance and enforcement activities of other provincial, federal and municipal compliance and enforcement authorities;
- (j) shall immediately report to the Minister any reason for concern about the financial state of the Authority or the ability of the Authority to fulfill its mandate as articulated in section 4 of this Agreement;
- (k) is responsible for developing, maintaining and making publicly available on the Registry up-to-date written procurement policies and procedures in keeping with the spirit of the most recent Ontario Public Service *Procurement Directive* to ensure that goods and services, including consulting services and information technology, are acquired through a process that is fair, open,

transparent, geographically neutral, competitive and accessible to qualified vendors;

- (l) is responsible for developing, maintaining and making publicly available on the Registry up-to-date written travel, meal and hospitality expenses policies and procedures in keeping with the spirit of the most recent Ontario Public Service *Travel, Meal and Hospitality Expenses Directive* in order to set out principles for the reimbursement of expenses to ensure fair and reasonable practices, and to provide a framework of accountability to guide the effective oversight of resources in the reimbursement of expenses;
- (m) is responsible for developing, maintaining and making publicly available on the Registry up-to-date written perquisite policies and procedures in keeping with the spirit of the most recent Broader Public Sector *Perquisites Directive* to ensure that a privilege that is provided to an individual or to a group of individuals and provides a personal benefit but is not generally available to others is handled in an accountable and transparent manner;
- (n) is responsible for developing, maintaining and making publicly available on the Registry an up-to-date written access and privacy code which shall be consistent with the principles set out in the access and privacy principles in Schedule "B" as well as a data collection, records retention and destruction policy;
- (o) is responsible for ensuring that the Registrar and Authority staff carry out their duties in a manner consistent with the access and privacy code referred to in subsection 6.2 (n) of this Agreement;
- (p) is responsible for developing, maintaining and making publicly available a French language services delivery plan to ensure compliance with section 56 of the RRCEA. This plan shall describe measures by which the French language services are being offered by the Authority;
- (q) is responsible for appointing the Registrar, who is responsible for establishing, maintaining and operating the Registry;
- (r) is responsible for developing and maintaining by-laws, policies and other tools that establish appropriate performance measurements, governance, and financial management processes with sound internal controls to conduct the Authority's operations effectively and efficiently;
- (s) is responsible for maintaining an effective system, including protocols, for responding to public feedback and complaints received by the Authority related to performing its duties and exercising its powers under the Acts;
- (t) is responsible for providing the Minister with timely information in relation to

any matter requested by the Minister and shall also provide the information prescribed in the Information Sharing Protocol in Schedule "A";

- (u) is subject to the confidentiality of information provisions in the Acts when exercising its powers and duties;
- (v) shall provide timely information to the Minister of any issues or concerns related to performing its duties and exercising its powers under the Acts that may require legislative, regulatory, policy or operational changes to resolve;
- (w) shall keep the Minister informed in a timely manner of issues or events that may concern the Ministry or the Government;
- (x) shall provide advice to the Minister on potential or proposed legislative / regulatory changes on matters related to resource recovery or waste reduction.

7. BOARD COMPOSITION, APPOINTMENTS AND ELECTIONS

Member Qualifications and Eligibility Criteria

- 7.1 Unless superseded by a regulation made under subsection 25 (6) of the RRCEA, when the Board elects individuals to the Board, and when the Minister appoints individuals to the Board, the Board and the Minister shall endeavor to select persons who will:
- (a) assist the Authority in effectively carrying out its objects;
 - (b) collectively form a Board that has experience and practical expertise in the following areas:
 - (i) resource recovery and waste reduction;
 - (ii) supply chain management;
 - (iii) compliance and enforcement, including compliance auditing;
 - (iv) data management systems and analysis, information technology issues and trends;
 - (v) information management, including privacy, security and data collection;
 - (vi) finance and auditing;
 - (vii) business and risk management;
 - (viii) corporate governance and management;
 - (ix) public administration and government relations
 - (x) stakeholder engagement and communications; and

(xi) subject to 7.4, experience working for a corporation or other entity, or an individual, with respect to a product, primary packaging, convenience packaging or transport packaging as set out in sections 61 and 62 of the RRCEA.

- 7.2 When the Minister appoints members and when the Board elects members, attention will be given to ensuring that the collective mix of skills and experience supports the Board's ability to add strategic value to the Authority. The Minister and the Board will also seek to achieve diversity in the Board's membership composition.

Disqualifications

- 7.3 A person shall not be appointed by the Minister or elected by the Board to the Board if the person has been or would be upon the termination of their current term of appointment, a member of the Board for a total of more than nine years.

- 7.4 A member appointed by the Minister or elected by the Board to the Board shall not, currently or within six months prior to the appointment or election, be:

- (a) an employee of the Authority;
- (b) a director, officer or employee of a steward designated under the WDTA or an association representing stewards;
- (c) a director, officer or employee of an Industry Funding Organization or an Industry Stewardship Organization;
- (d) a director, officer or employee of a corporation or other entity who on behalf of a steward remitted fees or other valuable consideration to an Industry Funding Organization or an Industry Stewardship Organization in the current calendar year or in the preceding 12 months;
- (e) a director, officer or employee of a corporation or other entity or an individual who has responsibilities with respect to a product, primary packaging, convenience packaging or transport packaging as set out in sections 61 or 62 of the RRCEA;
- (f) a director, officer or employee of a corporation, association or other entity who is retained for the purpose of meeting a person's responsibilities with respect to a product, primary packaging, convenience packaging or transport packaging as set out in sections 61 or 62 of the RRCEA, such as a producer responsibility organization;
- (g) a director, officer or employee of an association representing the interests of a

person described in paragraph (e) with respect to resource recovery and waste reduction;

- (h) a director, officer or employee of a corporation that is an owner or operator of a waste disposal site or waste management system within the meaning of Part V of the *Environmental Protection Act*;
- (i) an individual who is an owner or operator of a waste disposal site or waste management system within the meaning of Part V of the *Environmental Protection Act*;
- (j) a director, officer or employee of an association representing the interests of waste management service providers;
- (k) a member of a municipal council or an officer or employee of a municipality or of an association representing municipalities, members of municipal councils or officers or employees of municipalities;
- (l) an officer or employee of a local board as defined in the *Municipal Act, 2001* or the *City of Toronto Act, 2006*;
- (m) a director, officer or employee of a corporation or other entity established by a municipality where the corporation or entity's mandate relates to resource recovery and waste reduction;
- (n) a director, officer or employee of a local services board established under the *Northern Services Boards Act*;
- (o) a Member of Parliament or Member of Provincial Parliament; or
- (p) a lobbyist required to register under the *Lobbyists Registration Act, 1998* as a result of activities related to the RRCEA, WDTA or the *Environmental Protection Act*.

7.5 Despite section 7.4, a member appointed by the Minister or elected by the Board is not disqualified if he or she is:

- (a) an employee of a registered charity, university, college or hospital;
- (b) a public servant as defined under the *Public Service of Ontario Act, 2006*; or,
- (c) a person who has been approved, in writing, by both the Minister and the Chair.

Performance Evaluation

- 7.6 The Board shall maintain and periodically update a skills profile of current Board members, including a gap assessment of the kinds of skills that would be needed on the Board. The Board shall provide the Board skills profile to the Minister, upon request.
- 7.7 No less than once by March 31, 2020, and every two years thereafter, the Board shall conduct a performance evaluation for each individual Board member and shall conduct a full Board evaluation. The results of the full Board evaluation shall be summarized in a report and a copy of the report shall be provided to the Chair. The Chair shall provide a copy of the report to the Minister on request.

Term

- 7.8 The term of a person appointed by the Minister and the term of a person elected by the Board shall be in writing and shall not exceed three years.
- 7.9 Members of the Board appointed by the Minister are appointed at pleasure.

Vacancy, Resignations, Dismissal, Absence

- 7.10 A member of the Board immediately ceases to hold office in the following situations:
- (a) the member is deceased;
 - (b) the member resigns;
 - (c) on appointment of an administrator under section 54 of the RRCEA unless the order provides otherwise;
 - (d) a member is incapable of continuing to act as a member and the Board by resolution declares the membership to be vacated;
 - (e) a member becomes a person described under section 7.4 of this Agreement;
or
 - (f) an elected member has been removed from office by resolution of the Board, where the Board's by-laws provide for this, or in accordance with the provisions regarding removal of directors under the *Corporations Act* or the *Not for Profit Corporations Act, 2010*, if prescribed by regulation.
- 7.11 The Board may elect a member to the Board to fill a vacancy resulting from the application of section 7.10 of this Agreement, if the member's predecessor was elected by the Board.

- 7.12 If there is a vacancy or an anticipated vacancy of an elected member of the Board, the Board shall, as soon as possible, provide the Minister with notice of such vacancy.
- 7.13 If there is a vacancy or an anticipated vacancy of an appointed member of the Board the Minister shall, as soon as possible, provide the Board with notice of such vacancy.
- 7.14 No person shall act for a member of the Board except in accordance with subsection 25 (11), subsection 25 (12) and section 54 of the RRCEA.
- 7.15 The Minister and the Board shall endeavour to fill vacancies in a timely manner, in keeping with the Acts and any applicable regulations.

Observers

- 7.16 A representative from the Ministry may serve as an observer at the Authority's Board meetings.

Open Annual Meeting

- 7.17 The Board shall hold an annual meeting. Each annual meeting held by the Board shall be open to the public and the Board shall make reasonable efforts to inform the public of such meetings, including posting information about the annual meeting on the Registry. At each annual meeting, the Board shall present its annual report and audited financial statements, and report on the affairs of the Authority for the immediately preceding year.

8. GOVERNANCE

- 8.1 The Authority shall demonstrate good corporate governance.
- 8.2 The Authority shall develop by-laws and other tools establishing:
 - (a) appropriate performance measurements, governance and financial management processes with sound internal controls to conduct the Authority's operations effectively and efficiently; and
 - (b) an effective system, including protocols, for responding to public feedback and complaints received by the Authority related to performing its duties and exercising its powers under the Acts.
- 8.3 The Authority shall provide its proposed by-laws to the Minister for information purposes prior to submitting them to the Board for approval. The Authority shall

also provide the Minister with reasonable advance notice of any by-law changes.

Regulatory Governance

- 8.4 When performing its duties and exercising its powers under the Acts, the Board shall:
- (a) develop and maintain a risk-based compliance framework to support compliance and enforcement with the Acts;
 - (b) implement and report on the risk-based compliance framework; and
 - (c) regularly review the adequacy and effectiveness of the risk-based compliance framework to support compliance and enforcement with the Acts.

Independent Decision-Making

- 8.5 The Authority acknowledges that the Registrar, Deputy Registrar and inspectors exercising statutory and regulatory duties require independent decision-making and, for that purpose, the Authority agrees that the Board and the CEO shall not interfere with the independent exercise of these statutory functions but reserves the right to review how those functions are carried out, consistent with its duty to supervise the management of the business affairs of the Authority and ensure it is consistent with the Authority's objects.

Code of Conduct

- 8.6 The Board shall develop and maintain a code of conduct for the members of the Board, consistent with but not limited to the principles set out in Schedule "C", which addresses the conduct of members and the possibility of any member advancing their personal or business interests or the interests of another person or organization ahead of the interests of the Authority. The Authority shall enable the Minister to review and comment on the code of conduct, as it may be amended from time to time, by providing the Minister with a copy of the code of conduct at least four weeks prior to final approval by the Board. The Authority will also make the code of conduct available to the public on the Registry.

9. CORPORATE PLANNING AND REPORTING

Business Plan

- 9.1 The Authority shall:

- (a) in accordance with subsection 33 (1) of the RRCEA, adopt and submit to the Minister a business plan for the implementation of its objects during that Fiscal Year at least 90 days before the beginning of the Fiscal Year. The business plan shall be consistent with subsection 33 (2) of the RRCEA and include information in accordance with Schedule “D”. In accordance with subsection 33 (3) of the RRCEA, the Authority shall make each business plan available to the public on the Registry after submitting it to the Minister; and
 - (b) enable the Minister or the Ministry to review and comment on the business plan referred to in paragraph (a) of this Agreement by providing the Minister with a copy of the business plan and briefing the Minister or Ministry on the business plan at least six weeks prior to final approval by the Board.
- 9.2 The Authority’s business plan shall set out the means by which the Authority shall ensure compliance with section 56 of the RRCEA with respect to delivery of French language services.

Annual Report

- 9.3 The Authority shall:
 - (a) not later than June 1 each year, prepare a report in accordance with section 44 of the RRCEA and section 6 of the WDTA on its activities during the previous Fiscal Year; provide a copy of the report to the Minister; and make the report available to the public on the Registry. The annual report shall include information in accordance with the annual report requirements in Schedule “D”;
 - (b) and enable the Minister or the Ministry to review and comment on the annual report referred to in section 44 of the RRCEA by providing the Minister with a copy of the annual report at least six weeks prior to final approval by the Board.
- 9.4 The Authority’s annual report shall account for how the Authority complied with section 56 of the RRCEA with respect to delivery of French language services.
- 9.5 The Authority’s annual report shall account for how complaints related to the activities of the Authority were responded to and resolved.
- 9.6 The Authority shall report in its annual report the per diem remuneration rates for Board members and the total remuneration for the Board as a whole that Fiscal Year.

Canvassing Stakeholders

- 9.7 Upon request by the Minister, the Authority shall conduct activities (e.g. surveys) that canvass stakeholders relating to the effectiveness of the Authority's activities under the Acts. The Minister may specify that the Authority undertake a competitive procurement for the services of an independent third party to facilitate these activities. The Authority shall share a detailed summary of the results of the activities with the Minister.

Advisory Councils

- 9.8 If required by the Minister under section 30 of the RRCEA, the Authority shall establish one or more Advisory Councils which can provide advice to the Authority on matters related to carrying out its objects.

Disclosure of compensation and other payments

- 9.9 The Authority shall comply with any order issued by the Minister under s. 53.1 of the RRCEA in respect of the disclosure of compensation and other payments.

Report on procurements relating to the Registry

- 9.10 Within 30 days after the Authority has concluded any procurement for a value over \$300,000 related to the Registry, the Authority shall provide to the Ministry an anonymized summary of the Authority's business case for the procurement.

Quarterly Updates

- 9.11 The Authority will meet with Ministry staff every quarter to provide updates on the Authority's key activities, any significant changes from its intended plan as set out in the Business Plan, and issues that may be of concern to the ministry. Additional information shall be provided if significant changes are occurring between updates or if requested by the Minister.

10. FINANCIAL ARRANGEMENTS

- 10.1 The Authority shall ensure that it has adequate resources to comply with this Agreement and the Acts in accordance with the business plan that it has submitted to the Minister under subsection 33 (1) of the RRCEA.
- 10.2 The Authority acknowledges it cannot collect or retain as revenue any fines imposed by a court further to prosecutions taken by the Authority under the Provincial Offences Act.
- 10.3 In setting fees, costs or other charges in accordance with section 41 of the RRCEA, the Authority shall consider the following principles:
- a) the amount of the fee, cost or charge is reasonable and reflects the costs

incurred by the Authority in performing the function for which the fee, cost or charge is established;

- b) the process and criteria used to set the fee, cost or charge is clear and available to the public on the Registry; and
 - c) the fee, cost or charge must relate to the Authority's objects.
- 10.4 The Authority shall advise the Ministry, in writing, when it intends to update its fees or fee-setting approach and shall provide a summary of the results of its stakeholder consultations. The update and summary of stakeholder consultation should be provided 7 days before the fees are provided to the Authority's Board of Directors for approval.
- 10.5 The Authority should also:
- (a) demonstrate value for money and effective operations;
 - (b) adhere to a commitment to cost control for its operations;
 - (c) if establishing contingency reserves, not allow such reserves to exceed 50% of the Authority's annual operating costs;
 - (d) consider incentives to encourage compliance with the Acts; and
 - (e) consider multi-year cost trends.
- 10.6 Where an Order for defrayal of the Crown's costs is being prepared, as per Schedule "E", the Ministry will make reasonable efforts to provide an advance estimate to the Authority of the Crown's costs in order to facilitate the Authority's business planning and budget process.

Board Remuneration and Expenses

- 10.7 Pursuant to section 27 of the RRCEA, the Board may pass by-laws providing for payment of the remuneration and reimbursement of the expenses of Board members.
- 10.8 Such by-laws with respect to remuneration for the Board shall be consistent with the following principles:
- a) per diem rates of remuneration for the Board should be in keeping with the spirit of the per diem rates of remuneration for part-time appointees to regulatory agencies as set out in the most recent Ontario Public Service *Agencies & Appointments Directive*;
 - b) Board members appointed by the Minister shall be paid by the Authority in an amount and on a basis that is equivalent to all other Board members; and

- c) where Board members are employed by the Crown, including as a public servant pursuant to the *Public Service of Ontario Act, 2006*, those Board members shall not receive any remuneration from the Authority.

11 RECORDS, PRIVACY AND ACCESS

- 11.1 The Authority is responsible for all records obtained by it from any source and all such records shall be maintained in keeping with the data collection, records retention and destruction policy established by the Authority and any requirements under the Acts and applicable regulations.
- 11.2 The Authority shall develop and maintain an access and privacy code addressing issues of access to information, protection of all confidential information, including Personal Information and commercially sensitive information (including any commercially sensitive information that relates to the producer's supply of, or management of, a regulated material), and effective procedural remedies. This code shall protect privacy and provide access in accordance with the principles of relevant privacy and access legislation and shall provide effective procedural remedies in support of these principles. The Authority shall ensure that this code is consistent with the principles set out in Schedule "B". The Authority shall continue to monitor the effectiveness of its code and determine whether any amendments are needed. The Authority shall also make the code publicly available on the Registry, including revised versions as it is updated from time to time.
- 11.3 In addition to the requirements set out in section 57 of the RRCEA, section 70 of the WDTA and any regulations related to privacy, access or the provision of information under the Acts, the Authority shall comply with the access and privacy code referred to in section 11.2 of this Agreement.
- 11.4 The Authority will provide the Minister with notice of, and a copy of, any proposed changes to the access and privacy code for review and comment at least four weeks prior to final approval by the Board.

12 LITIGATION

- 12.1 In any civil or administrative litigation, including inquests, related to the Acts in which the Crown is a party, either as a result of any alleged act or omission of the Authority in performing its duties and exercising its powers under the Acts or otherwise, Ministry of the Attorney General counsel will represent the Crown unless the Ministry of the Attorney General agrees otherwise. The Authority shall be responsible for all costs of the litigation, and for the payment of any settlement costs agreed to and payable by the Authority and any damages

awarded against the Authority, as a result of any act, omission or fault of the Authority, subject to order of the court or agreement of the parties otherwise.

- 12.2 In any civil or administrative litigation, including inquests, not related to the Authority performing its duties and exercising its powers under the Acts, in which the Crown is a party, arising from or in any way connected with any activity undertaken by, or alleged act or omission of the Authority, Ministry of the Attorney General counsel will represent the Crown unless the Ministry of the Attorney General agrees otherwise. The Authority shall be responsible for all costs of the litigation and for the payment of any settlement costs agreed to and payable by the Authority and any damages awarded against the Authority, subject to order of the court or agreement of the parties otherwise.
- 12.3 When carrying out prosecutions related to the Acts, the Authority shall do so on its own behalf and in its own name, all in accordance with, pursuant to and in furtherance of the obligations of the Authority to exercise its powers and perform its duties under the Acts.
- 12.4 In carrying out prosecutions related to the Acts, the Authority shall conduct its prosecutions in the public interest and in a manner consistent with applicable Practice Memoranda for Regulatory Prosecutors, dated 2007, and as may be updated and any prosecution-related policies, guidelines, codes or similar documents provided to it by the Ministry.
- 12.5 The Minister or the Crown shall keep the Authority informed, in a timely manner, of any litigation by or against the Crown or in which the Crown is an interested party that may affect the interests of the Authority.
- 12.6 The Authority shall keep the Minister informed, in a timely manner, of any litigation by or against the Authority or in which the Authority is an interested party that may affect the interests of the Crown.

13 INDEMNIFICATION

- 13.1 Section 39 of the RRCEA requires the Authority to indemnify the Crown in respect of damages and costs incurred by the Crown for any act or omission of the Authority or its members, officers, employees or agents and, for this purpose, the Authority shall, at all times, have an adequate amount of insurance or bonding, as appropriate, and shall provide the Minister with a current proof of same.

14 INSURANCE

- 14.1 In addition to the requirement in section 13.1 of this Agreement, the Authority

shall at all times maintain adequate insurance against liability arising out of the Authority's carrying out of its duties and exercising its powers under the Acts and this Agreement.

- 14.2 Prior to the execution of this Agreement, the Authority shall arrange for the completion and submission of a certificate of liability insurance to the Ministry, which shall include a provision requiring the insurer to give prior notice to the Minister in the manner set forth in the policy conditions in the event that the policy is changed or cancelled.
- 14.3 The Authority shall take all reasonable steps to protect itself from and against all claims which might arise from the carrying out of its duties under the Acts by the Authority, its directors, appointees, officers, employees and agents. The Authority shall at all times maintain adequate insurance against liability arising out of the Authority's carrying out its duties under the Acts and this Agreement including, but not limited to, commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage, to an inclusive limit of not less than ten million dollars (\$10,000,000) per occurrence including ten million dollars (\$10,000,000) for products and completed operations in the aggregate.

The policy is to include the following:

- Her Majesty the Queen in Right of Ontario, her directors, officers, advisors, agents, appointees and employees and the members of the Executive Council of Ontario as additional insureds with respect to liability arising in the course of performance of the Authority's obligations under, or otherwise in connection with, the Acts;
 - cross-liability clause;
 - Directors and Officers Liability insurance in the amount of not less than \$2,000,000 (two million) per claim and per policy period;
 - thirty (30) day written notice of cancellation, termination or material change; and,
 - non-owned automobile coverage with blanket contractual coverage for hired automobiles.
- 14.4 The Authority shall provide the Minister with certificates of insurance or other proof as may be requested by the Minister, that confirms the insurance coverage as provided for above, and renewal replacements on or before the expiry of any such insurance.

- 14.5 If the Crown imposes an obligation on the Authority by obtaining the enactment of legislation, making a regulatory change or otherwise, which gives rise to exposure to liability on the part of the Authority for which the Authority cannot reasonably obtain appropriate liability insurance, the Authority shall provide immediate notice to the Minister in writing of the uninsured risk and subject to Government approvals that may be required, if any, the Authority and the Minister shall identify appropriate measures to resolve the issue to the satisfaction of both parties. Where Government approval is required, the Minister will make best efforts to obtain the necessary approvals.

15 MEMORANDA OF UNDERSTANDING

- 15.1 The Minister and the Board may enter into one or more memoranda of understanding.
- 15.2 A memorandum of understanding shall not form part of the Operating Agreement and, to the extent of any conflict, the Operating Agreement shall prevail.

16 COMPLIANCE AND ENFORCEMENT POLICIES, GUIDELINES, CODE OF CONDUCT FOR COMPLIANCE AND ENFORCEMENT PERSONNEL

- 16.1 The Authority shall develop and maintain a code of conduct, policies and guidelines for its compliance and enforcement personnel for use when exercising its powers and meeting its responsibilities with respect to compliance and enforcement under the Acts. In addition, the Authority shall develop and maintain up-to-date compliance and enforcement policies and procedures relating to the issuance of orders to pay an administrative penalty under the RRCEA or the WDTA and in relation to determining the amount of the administrative penalty, subject to any regulations made under the Acts. To the extent possible, such codes, policies, guidelines and procedures shall be consistent with the OPS Regulator's Code of Practice: *Integrity in Pursuit of Compliance* (2015), the Ministry's *Compliance Policy: Applying Abatement and Enforcement Tools* (2007), the Ministry's *Guideline for Implementing Environmental Penalties* (2012) and any other government compliance and enforcement documents provided to the Authority by the Minister. The Authority shall make its risk-based compliance framework, guideline for implementing administrative penalties, and any codes of conduct publicly available. Any other codes, policies, and guidelines for compliance and enforcement personnel shall be made publicly available on the Registry, except to the extent the Registrar determines that confidentiality is in the best interests of the compliance and enforcement program. The Authority shall provide a list of compliance and enforcement codes, policies and guidelines to the Minister. The Minister may require a copy of these documents.

17 DISPUTE RESOLUTION

- 17.1 The parties agree to use reasonable efforts to resolve disputes that may arise between the parties out of or in connection with this Agreement, or in relation to the Acts.
- 17.2 In the event of any such dispute between the parties, the parties may each identify a representative for the purpose of dispute resolution. If the representatives are unable to resolve the dispute within a reasonable time, the parties may agree to refer the dispute to a single mediator or to a three-member mediation panel jointly selected by the parties. In the case of a three-member mediation panel, each of the parties shall select one member and the third member shall be a neutral member jointly selected by the parties. Any recommendation of the mediator(s) for resolution of the dispute will not be binding on a party without its consent. If the parties do not accept the recommendation of the mediator(s), and the parties are unable to resolve the dispute, the parties may agree to resolve the dispute by arbitration pursuant to the *Arbitration Act, 1991*.

18 INFORMATION SHARING

- 18.1 Each of the parties shall designate an individual who will be the primary contact for all issues and communications related to this Agreement and the Acts.
- 18.2 The Ministry and Authority agree to follow the information sharing protocols outlined in Schedule "A".

19 ENTIRE AGREEMENT

- 19.1 The parties agree that this Agreement and any schedules hereto, as amended from time to time in accordance with section 21 of this Agreement, form the entire agreement between the parties with regard to the operation of the Authority and supersedes any prior understanding or agreement, collateral, oral or otherwise, existing between the parties at the date of execution of this Agreement.
- 19.2 This Agreement is effective as of the Agreement Effective Date.
- 19.3 The amendments to the Agreement contained in this amendment and restatement become effective on the Amendment and Restatement Effective Date.
- 19.4 The amendment and restatement of the Agreement does not limit or alter

any of the provisions of the Agreement that were not amended, even though these provisions have been restated.

20 JURISDICTION

- 20.1 This Agreement shall be construed and interpreted in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein and the parties hereby agree that any dispute arising out of or in relation to this Agreement shall be determined in Ontario. Where the parties appear before the courts of the Province of Ontario, the Crown does not waive any immunity or privilege that it enjoys in relation to the jurisdiction of those courts.

21 AMENDMENT OF AGREEMENT. AGREEMENT REVIEW

- 21.1 Pursuant to subsection 28 (6) of the RRCEA, the Minister may serve notice on the Authority that an amendment to this Agreement is required and shall provide such notice in writing to the Chair.
- 21.2 Notwithstanding subsection 21.1 of this Agreement, the parties agree that the Authority shall be able to suggest appropriate amendments to the terms of this Agreement to the Minister at any time.
- 21.3 Any changes to the terms of this Agreement shall be by written amendment signed by both parties. No changes shall be effective or shall be carried out in the absence of such an amendment.
- 21.4 The parties agree to commence a review of this Agreement no later than five years after the Amendment and Restatement Effective Date.

22 GENERAL

- 22.1 No term, condition or provision hereof shall be or be deemed to have been waived by the Minister by reason of any act, forbearance, indulgence, omission, or event. Only an express written waiver by the Minister shall be binding and each such waiver shall be conclusively deemed to be limited to the circumstances, right or remedy therein specified.
- 22.2 In the event that any provision of this Agreement or any part of such provision shall be determined to be invalid, unlawful or unenforceable to any extent, such provision or part thereof shall be severed from the remaining terms and conditions of this Agreement which shall continue to be valid and enforceable to the fullest extent permitted by law.

- 22.3 This Agreement shall enure to the benefit of and be binding upon the parties hereto.
- 22.4 Pursuant to subsection 28 (8) of the RRCEA, the Authority shall make the Agreement available to the public on the Registry.

IN WITNESS WHEREOF the parties hereto have executed this amendment and restatement of the Agreement on the dates set out below.

**Her Majesty the Queen in right of Ontario as represented
by the Minister of the Environment, Conservation and
Parks**

APR 23 / 21

Date of Signature

The Honourable Jeff Yurek
Minister of the Environment, Conservation and Parks

Resource Productivity and Recovery Authority

April 18, 2021

Date of Signature

Robert Poirier, Chair
I have authority to bind the Authority

SCHEDULE “A”

to the Operating Agreement between the Minister of the Environment, Conservation and Parks and the Resource Productivity and Recovery Authority

INFORMATION SHARING PROTOCOL

This Schedule “A” outlines information sharing protocols recognizing that the Authority shall respond in an expeditious manner to all the requests made by the Minister pursuant to section 53 of the RRCEA or otherwise, including requests related to:

- a) the governance of the Authority;
- b) the Authority’s carrying out of its duties and exercising its powers under the Acts;
- c) the Agreement; or
- d) a policy direction issued by the Minister under section 29 of the RRCEA.

This Schedule “A”, including the chart below, outlines information sharing protocols relating to key areas; however, the Authority is expected to respond promptly to all requests made by the Minister. The Ministry will make reasonable efforts to promptly share information with the Authority that is necessary to allow the Authority to carry out its mandate under the Acts.

Unless specifically outlined in this Schedule “A”, when making information requests of the Authority, the Minister shall inform the Authority of the timeframe in which the information is required.

Each of the parties shall designate an individual who will be the primary contact for all issues and communications related to the Agreement and the Acts.

In addition, the Authority’s and the Crown’s designated individuals shall meet, as necessary, to discuss and review any necessary changes related to the proper administration of this Schedule “A” and to discuss any other matters.

Item	Description	Ministry Responsibility	Authority Responsibility
Information Requests	Information requests made by the Minister or Ministry of the Authority.	The Minister or Ministry shall make reasonable efforts to share with the Authority the context in which the request for information is being made.	The Authority shall respond in an expeditious manner to all requests made by the Minister or Ministry.
Annual Reports	Annual report for Minister review and comment prior to final approval by the Board.	Once the Minister receives the annual report, the Minister or the Ministry shall make reasonable efforts to review and provide comments to the Authority as soon as reasonably possible.	Pursuant to section 9.3 of the Agreement, the Authority shall enable the Minister to review and comment on the Authority's annual report by providing the Minister with a copy of the annual report at least six weeks prior to final approval by the Board.
Business Plans	Business plan for Minister review and comment prior to final approval by the Board.	Once the Minister receives the business plan, the Minister or the Ministry shall make reasonable efforts to review and provide comments to the Authority as soon as reasonably possible.	Pursuant to section 9.1 of the Agreement, the Authority shall enable the Minister to review and comment on the Authority's business plan by providing the Minister with a copy of the business plan at least six weeks prior to final approval by the Board.

Item	Description	Ministry Responsibility	Authority Responsibility
Fee Development	Updates on the fees as they are developed, including the Authority's approach, consultation and proposed changes to fees or fee-setting approach. A summary of proposed changes and stakeholder consultations should be provided 7 days before the Authority's Board of Directors approves the fees.	The Ministry will review the updates and follow up with the Authority, as needed.	The Authority informs the Ministry and provides relevant details.
By-Laws	By-laws for Minister information prior to submitting to the Board for approval.	N/A	Pursuant to section 8.3 of the Agreement, the Authority shall provide its by-laws to the Minister for information purposes prior to submitting them to the Board for approval, unless the by-law contains the Code of Conduct for Members of the Board. In that case, the Authority's responsibility is

Item	Description	Ministry Responsibility	Authority Responsibility
			described in section 8.6.
Code of Conduct for Members of the Board	Code of conduct for members of the Board for Minister review and comment prior to final approval by the Board.	Once the Minister receives the code of conduct, the Minister shall make reasonable efforts to review and provide comments to the Authority as soon as possible.	Pursuant to section 8.6 of the Agreement, the Authority shall provide the Minister with a copy of the code of conduct for review and comment at least four weeks prior to final approval by the Board.
Access and Privacy Code	Access and privacy code for Minister review and comment prior to final approval by the Board.	Once the Minister receives the access and privacy code, the Minister shall make reasonable efforts to review and provide comments to the Authority as soon as possible.	Pursuant to section 11.2 of the Agreement, the Authority shall provide the Minister with a copy of the access and privacy code for review and comment at least four weeks prior to final approval by the Board.

Item	Description	Ministry Responsibility	Authority Responsibility
Correspondence	Correspondence directed to the Minister or the Ministry.	<p>The Ministry may:</p> <ol style="list-style-type: none"> 1. redirect to the Authority to take action; or 2. draft reply indicating referral to Authority for direct response; or 3. reply to be sent by the Ministry. 	Responds directly under the Authority's signature and copies the Minister as appropriate, or supplies the Minister with information required for the Minister to reply.
Meetings Stakeholders	For Authority meetings with Ministry stakeholders with respect to issues specifically identified by either party to be of interest to the Ministry.	N/A	The Authority notifies the Ministry prior to the meeting, discusses the outcome with the Ministry, and provides a summary upon request.
Issues Management	Issues of public concern or other possible contentious issues.	When the Ministry is informed by the Authority or through media reports, the Ministry's Communications Branch may engage and obtain information from the Authority in order to develop Ministry key messages and response strategy.	The Authority informs the Ministry and provides relevant details, and shares its key messages and response strategy.

Item	Description	Ministry Responsibility	Authority Responsibility
Public Complaints	Public complaints relating to the Acts.	When a public complaint first comes to the Ministry concerning the Authority, the Ministry may address the issue directly, or refer the issue to the Authority and the Authority will deal with the complaint and explain to the Ministry how it dealt with it, upon request.	When a public complaint comes to the Authority concerning the Ministry, the Authority will refer the complaint to the Ministry in an expeditious manner and notify the complainant.
Media Relations	Requests made to the Ministry for interviews and background material on Authority operational issues.	The Ministry's Communications Branch refers request to the Authority or obtains required information from the Authority as appropriate.	The Authority provides the required information or responds directly and advises the Ministry of the outcome from the media engagement.
	Media releases issued by the Authority.	A copy of the Authority's media release is given to the Ministry's Communications Branch for information and review and the Ministry provides comments, if any, to the Authority as soon as reasonably possible.	The Authority prepares and shares a copy of its media release with the Ministry at its earliest opportunity and will make best efforts to allow for review or feedback by the Ministry before the release is issued to the media.

SCHEDULE “B”

to the Operating Agreement between the Minister of the Environment, Conservation and Parks

ACCESS AND PRIVACY PRINCIPLES

1.0 Purpose

The Authority is committed to protecting the privacy and confidentiality of information it receives or creates in the course of conducting its business operations and performing its regulatory functions.

The Authority fulfills this commitment to privacy and confidentiality by complying with its statutory obligations under the Acts and the regulations made under them, and by developing and implementing an access and privacy code in accordance with the principles set out in this Schedule “B”.

2.0 Legislation

The Authority is subject to the RRCEA and the WDTA and has specific obligations under each statute to maintain the privacy and confidentiality of information.

The Authority will collect, use, disclose and retain information for purposes related to the performance of its duties or exercise of its powers, and in compliance with its confidentiality obligations contained in section 57 of the RRCEA and section 70 of the WDTA. Specifically, those provisions require that the Authority, including the members of the Board and its officers, employees and agents, preserve secrecy and not communicate any information, including Personal Information, obtained in the course of performing a duty or exercising a power under the Acts, except in specified circumstances. Both section 57 of the RRCEA and section 70 of the WDTA contain a number of exceptions, which allow the Authority and people acting on behalf of the Authority to disclose information in specific circumstances, including:

- (a) as may be required in connection with a proceeding under the Acts or in connection with the performance of its duties and exercise of its powers under the Acts;
- (b) to the Minister, the Ministry or an employee or agent of the Ministry;
- (c) to a peace officer, as required under a warrant, to aid an inspection, investigation or similar proceeding undertaken with a view to a law enforcement proceeding or from which a law enforcement proceeding is likely to result;

- (d) with the consent of the person to whom the information relates;
- (e) to the counsel of the person to whom the information relates;
- (f) to the extent that the information is required or permitted to be made available to the Minister or the public under the Acts or any other act; or
- (g) under further circumstances that are prescribed.

3.0 Policy

In developing its access and privacy code, the Authority should apply the principles in this Schedule “B” to all information that the Authority receives or creates while performing its regulatory functions under the Acts. The access and privacy code should apply to the Authority, including its employees, contractors, subcontractors and any other individual with access to the information or Personal Information.

4.0 Purposes for which information is collected, used or disclosed

The Authority may collect, use, disclose or retain information in order to perform its regulatory functions and fulfill its objects or where it is permitted or required to do so by law.

Examples of regulatory functions that may result in the collection, use, disclosure or retention of information, including commercially sensitive and Personal Information, include, but are not limited to, acquiring evidence related to enforcement of the Acts, receiving and reviewing complaints about alleged contraventions of the Acts, and collecting and using information and Personal Information to facilitate the performance of its duties and exercise of its powers.

At the time of collection, the Authority shall inform persons of the purpose for which the information, including commercially sensitive and Personal Information is being collected and could be used or disclosed. Personal Information is collected, wherever possible, directly from the individual to whom it belongs, but under certain circumstances and consistent with its duties and powers, the Authority may also collect Personal Information from third parties who have the authority to disclose the Personal Information.

5.0 Consent

The Authority respects and values an individual's right to provide or withhold consent in relation to his or her Personal Information. Except where the law authorizes collection and use of Personal Information without consent, and prior to collecting and using such Personal Information, the Authority will obtain the consent of the individual to whom the Personal Information belongs or from someone duly authorized to act on that individual's behalf.

Where the Authority requires access to Personal Information in the course of fulfilling its statutory obligations, the duty to obtain consent rests with the Authority at the point of collection, such that the Authority will not have to obtain an additional consent.

6.0 Accuracy

Accurate information is vital to the Authority's ability to carry out its objects. In recognition of this fact, the Authority will take reasonable steps to ensure that the information, including commercially sensitive and Personal Information that it collects, uses, discloses and retains is accurate. This may include contacting individuals who have provided the Authority with information or Personal Information in order to verify accuracy, and correcting the information as required.

7.0 Access to Information

In accordance with the Authority's legal obligations under the Acts, the Authority is obliged to keep confidential all information that it acquires while performing its duties and exercising its powers under the Acts. The Authority should not communicate any information to any other person unless a specific statutory exception or requirement applies.

The Authority shall provide the public with access to information that is published on the Registry, subject to any regulations under the RRCEA.

Examples of the type of information published on the Registry include:

- (a) information and activities related to persons with responsibilities under Part IV of the RRCEA as provided in the regulations made under the RRCEA;
- (b) information for consumers looking to return end-of-life products for resource recovery;
- (c) information about orders issued by the Registrar, Deputy Registrar or inspectors;
- (d) procedures for submitting information to the Registry;
- (e) governance documents of the Authority including its by-laws, the Agreement, business plans and annual reports;
- (f) fees, costs, charges established by the Authority;
- (g) agreements between the Authority and Industry Funding Organizations that form part of waste diversion programs under the WDTA.

Individuals who wish to access information not published on the Registry should be informed to contact the Authority directly.

8.0 Access to Personal Information

In developing its access and privacy code, the Authority should develop policies and procedures related to written requests for Personal Information by the person to whom the information relates. Such policies and procedures should include:

- (a) a timeframe and policies for responding to such requests;
- (b) the form of the request in order to provide sufficient information to allow the Authority to identify the requester and his or her Personal Information;
- (c) providing information to a requester before responding to the request with respect to the cost, if any, and confirming that the requester still wishes to proceed with the access request;
- (d) the procedure for providing written reasons to the requester where access is denied; and
- (e) providing the ability to a requester to file a complaint and request for reconsideration with the Authority where access has been refused.

9.0 Complaints and Remedies

The Authority's access and privacy code should include procedures and practices that establish a mechanism to deal with complaints regarding the release of information, including commercially sensitive and Personal Information or the refusal to release such information or Personal Information to a requester. If a complaint is found to be justified, the Authority shall take appropriate measures to rectify the problem, including where necessary, amending its access and privacy code and relevant procedures and practices.

Where a requester challenges the accuracy and completeness of his or her Personal Information, the Authority shall review the Personal Information and amend the Personal Information where appropriate. The Authority shall record any challenge that has not been resolved to the satisfaction of the requester.

10.0 Administration

The Authority shall implement policies and practices required to give effect to its access and privacy code, including those relating to,

- (a) the procedure for receiving and responding to requests or complaints, and the form requests and complaints should take;
- (b) advising Board members, management and staff about its access and privacy code, and providing appropriate training to ensure compliance

- with the code's provisions; and
- (c) the development of communications materials or other documentation describing its access and privacy code and its related procedures and practices.

Individuals may make a written request for access to their Personal Information that is under the custody or control of the Authority. The Authority will disclose or grant access to this Personal Information unless there is a compelling reason against disclosure.

Examples of situations where the Authority may refuse to disclose Personal Information are as follows:

- a legal privilege restricting disclosure applies;
- another law prohibits the disclosure;
- the Personal Information was collected or created for a proceeding under the Acts;
- the information was collected or created during an inspection, investigation or similar procedure; or
- access could result in harm to an individual.

Requests for access to Personal Information should be made in writing to the Authority.

11.0 Limiting Collection

The Authority will only collect Personal Information as required to fulfill the principles identified in this Schedule "B" and its access and privacy code, and will do so only by fair and lawful means.

12.0 Limiting Use, Disclosure and Retention

The Authority's access and privacy code shall provide that the Authority shall not use or disclose Personal Information in its custody or control or to which it has access in the course of performing its duties and exercising its powers under the Acts except as necessary in the course of performing those duties. The Authority will only use and disclose the minimum amount of Personal Information necessary to fulfill the purpose for which it was collected.

The Authority will not disclose Personal Information to a third party without the consent of the individual whose Personal Information it is, unless it is required or authorized by law and the disclosure is necessary for the Authority to perform its duties and exercise its powers under the Acts.

13.0 Safeguards

The Authority recognizes that appropriate safeguards are fundamental to maintaining the privacy and confidentiality of information, including commercially sensitive and Personal Information. The Authority's access and privacy code should provide that the Authority will take reasonable steps to protect the information and Personal Information it receives or creates against theft, loss, misuse, unauthorized access, disclosure, modification or destruction. These steps include using appropriate physical, organizational and technological measures to protect the confidentiality of all information and/or Personal Information that the Authority retains or collects. Specifically, the Authority will adopt security measures, locked cabinets, restricted access, data networks protected by industry-standard firewalls, encryption and password protection systems in order to protect the information and Personal information in its possession.

Any data or other information and materials provided by the Authority to the Minister and the Ministry which are confidential and are to remain confidential shall be clearly marked as confidential by the Authority. The Authority's access and privacy code will include policies and procedures to maintain confidentiality of such information while it is in the custody and control of the Authority.

14.0 Openness, Accountability and Compliance

In developing its access and privacy code, the Authority will commit to implementing the principles described in this Schedule "B", and to ensuring that stakeholders and members of the public are aware of the Authority's privacy practices. Any additional documents or policies that are developed in relation to its access and privacy code will be made available on the Registry by the Authority.

The Authority will oversee consistency with these principles, compliance with its access and privacy code and any related policies and procedures, as well as to receive access or privacy complaints.

In addition, the Authority will provide for the necessary advice and training of the Authority's employees on its access and privacy code, in order to ensure compliance with the code's provisions and will provide for the development of communications materials or other documentation describing its access and privacy code and its related procedures and practices.

The Authority will provide an email contact for any questions about its access and privacy code or concerns that the Authority is not abiding by the terms of its access and privacy code.

SCHEDULE “C”

to the Operating Agreement between the Minister of the Environment, Conservation and Parks and the Resource Productivity and Recovery Authority

PRINCIPLES FOR CODE OF CONDUCT AND CONFLICT OF INTEREST FOR MEMBERS OF THE AUTHORITY BOARD OF DIRECTORS

1. Members shall at all times use their best efforts to provide progressive, collective leadership and direction to the Authority in support of its mandate as articulated in section 4 of the Agreement.
2. Members shall adhere to the Authority’s governance policies and by-laws, and shall exercise due care and diligence.
3. Members shall develop by-laws and other tools establishing requirements with respect to conflict of interest; avoid, in fact and perception, conflicts of interest; and immediately disclose possible conflicts to the Board;
4. Members should consider how to deal with conflicts of interests if members are shareholders/owners of corporations or entities with regulated requirements under the Acts.
5. Members shall conduct themselves with a sense of fairness, ethics and personal integrity.
6. All members, both elected and appointed, shall direct the activities of the Authority as a whole rather than in their own interest or that of any specific group.
7. Members shall maintain the confidentiality of the details and dynamics of Board discussions, as well as those items designated as confidential.
8. Regardless of their personal viewpoint, members shall not speak against, or in any way undermine Board solidarity once a Board decision has been made.
9. Members are expected to attend all Board meetings. Members shall be prepared to commit sufficient time and energy to attend to the Authority’s business.
10. Members’ contributions to discussions and decision-making shall be positive and constructive and members’ interactions in meetings shall be courteous, respectful and free of animosity.
11. Members shall be prepared for meetings.
12. In addition to attending Board meetings, the members shall participate in additional Board functions (e.g. sub-committees).

13. Members shall adhere to the principle that the CEO is accountable to the entire Board and consequently that no single member or committee, task force, working group or advisory group has authority over the CEO.
14. Members shall adhere to the principle that the Chair is the communications link between the Board and the CEO, and the Chair is the communications link between the Board and the Minister.
15. Members shall not attempt to exercise individual authority or undue influence over the Authority. The official spokespersons for the Authority are the Chair, the CEO and the Registrar and consequently, all public requests for comment on the Authority's policies shall be referred to them.
16. The Chair may make public statements on corporate policy matters that are within the scope of a policy, decision or action approved by the Board, or a reasonable extension of a policy, decision or action.
17. The Registrar should be responsible for speaking to enforcement-based decisions and actions.

SCHEDULE “D”

to the Operating Agreement between the Minister of the Environment, Conservation and Parks and the Resource Productivity and Recovery Authority

CORPORATE PLANNING AND REPORTING

The Authority’s corporate planning and reporting documents are essential for demonstrating responsible stewardship of the Authority in achieving resource recovery and waste reduction in Ontario. As such, the Authority will strive to continuously improve and strengthen the link between business planning and reporting.

Recognizing that corporate planning and reporting documents have a broad audience including the Government, industry stakeholders and the public, the Authority will use plain language so that the objectives and performance of the Authority are clear and easy for the average reader to understand.

The corporate planning and reporting documents should allow for easy comparison between years and a means of measuring performance against plans. For example, commitments in the business plan and outcomes in the annual report, over the course of the Authority’s carrying out of its duties and exercising its powers under the Acts, should be comparable.

The Authority’s corporate planning and reporting documents will support the accountability framework as laid out in the Agreement and the Acts.

In addition to any requirements specified directly in section 9 of the Agreement and the Acts, the Authority’s corporate planning and reporting documents shall include the following information, but shall not be limited to these requirements.

BUSINESS PLAN REQUIREMENTS

Pursuant to section 33 of the RRCEA, the Authority will annually draft a business plan for the next three Fiscal Years that identifies a coordinated set of activities to achieve the Authority’s strategic objectives under each of the Acts. The business plan will state specific activities to be undertaken in each Fiscal Year, and identify resources to achieve the Authority’s strategic objectives and successful delivery of its mandate. The Authority shall clearly separate out in its business plan those activities, revenues, expenditures and items that relate to the RRCEA and the WDTA respectively.

In addition to including the content specified in subsection 33 (2) of the RRCEA, as well as fulfilling other requirements specified directly in the Agreement, the business plan shall also include the following information but shall not be limited to these requirements.

1.1 Corporate Overview

The corporate overview shall be a general overview of the Authority, including its mandate, mission, vision or values. It will also describe the Authority's structure, services, regulated sectors / industries and include a description of the nature and scope of the relationship between the Authority, the Government and the Ministry.

1.2 Business Planning Overview

The business planning overview shall be an explanation of the connection / linkages between the business plan and the annual report.

1.3 Major Activities and Objectives

This section of the business plan shall set out:

- (a) major activities and objectives (key goals or outcomes that the Authority proposes to achieve) for the next three Fiscal Years. Should the Authority's major activities and objectives for the planning period change at any point during a given Fiscal Year, the Authority will notify the Ministry prior to the start of the next Fiscal Year;
- (b) a plan that describes the Authority's strategy to implement the major activities and achieve the major objectives related to its mandate;
- (c) a performance measures report that establishes targets for the upcoming Fiscal Year. Such targets should be quantifiable, where possible, and link to the major activities and objectives proposed for the reporting period. The performance measures report will also indicate the statistics and outcomes to be reported in the annual report, and where possible, establish baselines for each performance measure.

Targets should allow for measurement of the Authority's effectiveness in implementing its major activities and achieving its major objectives, organizational effectiveness and cost-effectiveness. These measures will be based on a stable set of performance metrics that will reflect all regulated sectors and enable a year to year comparison. Where a year to year comparison is not possible because of a change in performance metrics, the Authority shall provide sufficient information to enable a proximate comparison or rationale regarding the change. Targets shall relate to, but not be limited to, the following:

- management times for registrations required under the RRCEA;
- compliance and enforcement activities;

- compliance and enforcement related education initiatives for the regulated community; and
 - financial management goals.
- (d) a description of any measures the Authority intends to take in the Fiscal Year with respect to the efficient and effective management of the Authority, taking into account the performance measures report and whether the Authority has met its major activities and objectives, organizational effectiveness and cost-effectiveness targets in the preceding Fiscal Year; and
- (e) the means to be used by the Authority for providing French language services to the public in accordance with section 56 of the RRCEA.

1.4 Registry

The business plan shall also state that the following information is available on the Registry:

- (a) information on the Authority's committees of the Board; and
- (b) information on performance reporting, including compliance and enforcement.

1.5 Resources Needed To Meet Objectives

The business plan shall include a budget for the Authority that provides a forecast of anticipated revenues and planned expenditures for the next three Fiscal Years. It should also address the adequacy of financial, human and other resources required by the Authority to undertake its major activities and meet its objectives over the planning horizon and indicate how the resources will be acquired.

In the planning and budgeting process, the Authority will take an approach of carrying out its mandate in an efficient and cost-effective manner. The business plan will also include an explanation of how the Authority will be doing this, particularly describing how this cost-effective approach will be undertaken for any planned procurements over \$300,000.

2. ANNUAL REPORT REQUIREMENTS

Pursuant to section 44 of the RRCEA, the Authority will report annually on its performance. The Authority is to clearly separate out in its annual report those activities, revenues, expenditures and items that relate to the RRCEA and the WDTA. In addition to including the content specified in subsection 44 (3) of the RRCEA and subsections 6 (2) and (3) of the WDTA, the following items will also be included in the Authority's annual report but shall not be limited to these requirements. An explanation of the items is given for clarity where necessary.

2.1 Corporate Overview

This section of the annual report shall set out:

- Introduction
- Mandate, mission, visions or values
- Overview of the organization
- Message from the Chair
- Message from the CEO
- Message from the Registrar

2.2 Report on Performance

The Authority shall report on how successful it has been at meeting the targets set out in its performance measures report for the planning / reporting period as set out in the business plan. The Authority shall indicate if the targets have been met for the previous Fiscal Year. The performance measures report will also explain, if applicable, any significant variances between the targets for the preceding Fiscal Year and the actual results for that Fiscal Year.

a) Performance Statistics

Statistical reports shall be clearly set out in chart form to indicate how the major activities and objectives as well as targets contained in the performance measures report were met over the previous Fiscal Year. In this section, the Authority may include any statistics it considers relevant to carrying out its duties and exercising its powers under the Acts; however, statistics should also include:

- compliance and enforcement measures, including registering, inspections, administrative penalties, investigations, prosecutions;
- efficiency measures, including management times for registrations, complaints, inspections; and
- outcome measures such as compliance and enforcement related education initiatives and handling of public complaints.

b) Authority's By-Laws and Policy Changes

Outline any changes made to by-laws or the Authority's policies during the previous Fiscal Year.

c) Compliance and Enforcement Activities

Outline a summary of the compliance and enforcement activities carried out by the Authority, such as number of inspections, compliance orders issued, investigations or prosecutions undertaken during that reporting period. The Authority shall also outline the total number and type of administrative penalties issued by the Authority, the

number that were appealed to the Environmental Review Tribunal and the outcome of these appeals, the amounts of administrative penalties paid to the Authority during that reporting period, and how such revenue has been or will be used by the Authority.

d) French Language Services

Report on the provision of services pursuant to section 56 of the RRCEA, including how those with need for services in French were provided for, the total number of inquiries that were received in the French language during the reporting period, and any other statistics the Authority considers relevant.

e) Complaint Handling Process And Outcomes

Review of the Authority's complaint handling system including outcomes and information to the public on how to make complaints against others in the regulated community and against the Authority.

2.3 Corporate Governance

This section of the annual report shall include a summary of how the Authority is governed. It will also provide the following information, which may alternatively be posted on the Registry:

- role of the Board
- election / appointment process of the Board
- basic qualifications of the Board
- committees of the Board
- information on where to access the code of conduct for the members of the Board
- outline of members of the Board (including biographies)
- members of the Board terms of appointment / election
- officers (including biographies)
- organization chart
- the Authority's contact information.

2.4 Financial Statements and Notes

Pursuant to subsection 44 (3) of the RRCEA, the annual report shall include audited financial statements for the Authority and a copy of the auditor's report. The audited financial statements shall be segregated for the WDTA and RRCEA, respectively. The audited financial statements shall include but not be limited to the following:

- the auditor's report;
- statement of financial position;
- statement of operations;
- statement of changes in net assets;

- statement of cash flows;
- amounts drawn on the loans and credit facilities the Authority is currently holding, and their purposes; and
- notes and supporting schedules to the financial statements including:
 - schedules of segment revenues and expenses. Examples of segments would include key activities such as: registration, compliance and enforcement, and WDTA program oversight.

2.5 Management Discussion and Analysis

A discussion and analysis intended to assist with an understanding of the material financial changes in the Authority's operations over the past Fiscal Year, to be read along with the financial statements and accompanying notes. The discussion and analysis shall identify the amounts drawn on the loans and credit facilities the Authority is currently holding, and their purposes.

3. RISK MANAGEMENT FRAMEWORK AND RISK MANAGEMENT PLAN REQUIREMENTS

The Authority will conduct a risk assessment and develop a risk management plan that will:

- (a) state the Authority's major activities and objectives;
- (b) identify and assess risks to the achievement of stated major activities and objectives;
- (c) identify a risk mitigation strategy;
- (d) establish and maintain a system of internal controls to minimize risk; and
- (e) document policies and procedures to manage risk.

A summary of the risk management plan shall be provided to the Ministry annually for review at least 90 days before the beginning of the Fiscal Year.

SCHEDULE “E”

to the Operating Agreement between the Minister of the Environment, Conservation and Parks and the Resource Productivity and Recovery Authority

DEFRAYAL OF CROWN COSTS

Pursuant to section 40 of the RRCEA and section 42 of the WDTA, the Minister may, by order, fix an amount to be paid by the Authority to defray the Crown’s costs in administering the Acts and their regulations. This includes the Crown’s oversight costs. The Ministry will make reasonable efforts to notify the Authority when it is considering such an order. The Ministry will share with the Authority the information regarding the calculation of the costs of such oversight.

Where the Minister has by Order fixed an amount to be paid by the Authority, the Ministry will notify the Authority.

595 9th Avenue East, Owen Sound Ontario N4K 3E3
519-376-2205 / 1-800-567-GREY / Fax: 519-376-8998

April 27, 2021

Dr. Ian Arra
Grey Bruce Health Unit
By Email: i.arra@publichealthgreybruce.on.ca

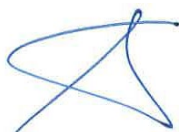
Dear Dr. Arra:

It is with respect and gratitude that I send you this letter of thanks. At the April 8, 2021 session of Grey County Council, a unanimous vote supported the following resolution:

That a letter of support be drafted under the Warden's signature on behalf of Grey County Council thanking Dr. Arra and his Team for his continued diligence and support during the COVID-19 pandemic.

Please share this letter with your team. Grey County Council wishes you and your team the very best as you continue to support the health of the residents of Grey and Bruce counties.

Yours truly,



Selwyn Hicks
Warden
(519) 372-0219 ext. 1225

www.grey.ca

/kn

cc. Grey County Council

Intact Financial Corporation Introduces Intact Public Entities Inc.

Intact Public Entities continues its unmatched history and expertise working with municipal and community service organizations across Canada.

TORONTO, ON, April 28, 2021 - Intact Financial Corporation (TSX: IFC) officially introduces Intact Public Entities Inc., a Canadian Managing General Agent (MGA), formerly operating as Frank Cowan Company Limited, following its acquisition in December, 2019. Intact Public Entities' clients, brokers and partners will continue to work with the same team, have access to the same insurance program and value-added services that they have trusted for over nine decades.

Rebranding Frank Cowan Company as Intact Public Entities and leveraging the Managing General Agent distribution channel provides new opportunities for clients and brokers as the two organizations look to deepen their collective expertise. These opportunities include new product and coverage availability and development, access to data and technology and a focus on important social impact pillars such as climate change.

"The MGA distribution channel presents a strategic opportunity for Intact to deliver on its promise to build a leading North American specialty insurer. The rebrand of Intact Public Entities represents progress in achieving this goal," said Pete Weightman, SVP & Chief Underwriting Officer - Specialty Solutions, North America.

Public entity clients value products and services that respond to their unique concerns, timely and knowledgeable customer service, access to a team of experts and assurance of stability proven by decades of delivering a leading insurance program. As Intact Public Entities becomes further integrated with the Intact brand, clients and brokers will benefit from a wide range of enhancements that further enable the organization to demonstrate its commitment and dedication to the public entity sector.

"We are very excited to share our rebrand which solidifies our position as a proud member of the Intact family. This is a new chapter in the company's esteemed nine-decade history. The future is very bright and clients who have placed their trust in our organization can be assured that we will continue to deliver the same renowned expertise," says Larry Ryan, President, Intact Public Entities.

Intact Public Entities, now located at a new head office location in Cambridge, Ontario, provides leading insurance programs including risk and claims management services to municipal, public administration and community service organizations across Canada. The rebranding will be introduced publicly over the course of the next few weeks.

About Intact Financial Corporation

Intact Financial Corporation is the largest provider of property and casualty (P&C) insurance in Canada and a leading provider of specialty insurance in North America, with over \$12 billion in total annual premiums. The Company has over 16,000 employees who serve more than five million personal, business and public sector clients through offices in Canada and the U.S.

| In Canada, Intact distributes insurance under the Intact Insurance brand through a wide network of brokers, including its wholly-owned subsidiary BrokerLink, and directly to consumers through belairdirect. Intact Public Entities, a Canadian Managing General Agent (MGA), distributes public entity insurance programs including risk and claims management services in Canada.

In the U.S., Intact Insurance Specialty Solutions provides a range of specialty insurance products and services through independent agencies, regional and national brokers, wholesalers and managing general agencies. Products are underwritten by the insurance company subsidiaries of Intact Insurance Group USA, LLC.

Media Inquiries:

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jennifer.beaudry@Intact.net

Investor Inquiries:

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Director, Investor Relations
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Wellington North Power Inc.

290 Queen Street West, PO Box 359, Mount Forest, ON N0G 2L0
Phone: 519.323.1710 Fax: 519.323.2425

www.wellingtonnorthpower.com

E-mail: wnp@wellingtonnorthpower.com

ESA # 7012854

April 28th 2021

Mayor John Woodbury and Members of Council
Township of Southgate
185667 Grey City Rd 9
Dundalk, ON N0C 1B0

Dear Mayor Woodbury and Members of Municipal Council:

Re: **Wellington North Power Inc. - 2021 Annual Shareholder Meeting**

On behalf of the Board of Directors and employees of Wellington North Power Inc., I would like to invite you to the Annual Shareholder Meeting on Tuesday May 25th 2021 at 6:00 p.m. Given the COVID-19 pandemic situation, this will be a virtual-meeting where representatives will use video-conferencing technology to join the meeting.

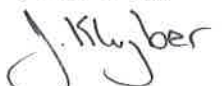
All Members of the Township of Southgate Council and the Township of Wellington North Council are invited to attend. At least three (3) members of the majority shareholder, the Township of Wellington, are required to form a quorum.

One representative of each of the respective Council will be appointed to act as Scrutineers for the meeting to pass resolutions on behalf of the Corporation.

Please forward names of people who will be attending as representatives of the Township of Southgate. A meeting package will be e-mailed to representatives for review prior to the Annual Shareholder Meeting together with the virtual meeting coordinates.

Should you have any questions please do not hesitate to contact me.

Yours truly,


Jim Klujber
CEO / President

Wellington North Power Inc.

Phone: 519-323-1710

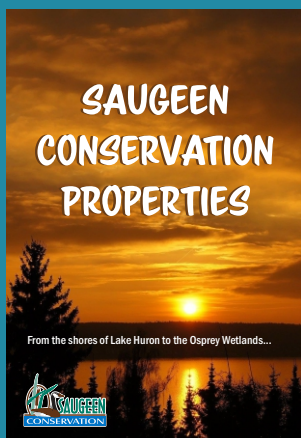
E-mail: jklujber@wellingtonnorthpower.com



Newsletter Issue 1

Spring 2021

1078 Bruce Rd. 12
Formosa, ON
N0G 1W0
519-367-3040
publicinfo@svca.on.ca



Watch for our
new Saugeen
Conservation
Properties
brochure.

Need a Permit?



(519) 377-2074
planning@svca.on.ca

Saugeen Conservation Undergoing Strategic Plan and Rebranding Initiatives

Saugeen Valley Conservation Authority (SVCA) is seeking to refresh its long-term strategic direction and to create greater social impact in the watershed community by developing a new brand, alongside a new strategic plan to focus programs and services through 2025.

"Our new brand will reflect our strategic priorities regarding watershed management, stewardship and education, while maintaining our mandate of flood forecasting and ensuring development does not happen in hazardous areas," stated SVCA Chair, Maureen Couture.

The re-branding and strategic planning initiatives are expected to take place throughout the majority of 2021, with their anticipated completion in Fall 2021. Both processes will focus heavily on engagement and consultation internally with staff and the Board of Directors, as well as with our municipal partners, stakeholders, and the public.

Over the next several months, the Authority will be working with stakeholders and the community to help prepare a strategic plan that will chart the future priorities for the organization.

A new website and logo will be part of this exciting initiative!



Effective April 19, 2021, Saugeen Valley Conservation Authority's Administration Office is closed, and staff are working from home to comply with the Province of Ontario's State of Emergency declaration and Stay-at-Home order. The health and safety of staff and our communities is of paramount importance. There will be no interruption to our services as staff will continue to be accessible via e-mail or telephone, as required.

For contact information please consult the [SVCA staff contact page](#).

Please note "Following discussion with the Grey-Bruce Health Unit, SVCA has made the decision to open our properties for passive recreational use effective Thursday, April 22nd, 2021. Our campgrounds will open to those with serviced site seasonal contracts on Friday, April 30th, 2021. Those with un-serviced site seasonal contracts will remain closed until at least May 20, 2021, to comply with Provincial regulations."

We remind visitors to our properties to adhere to the advice and recommendations of public health officials such as wearing masks and practicing physical distancing.



svca.on.ca

300

Enjoy your visit and connect with nature!"

Watch out for ticks:



Adult female blacklegged tick at various stages of feeding. Photo: Government of Canada

Blacklegged ticks are spreading to new areas of the province because of climate change. They can also spread by traveling on birds and deer. While the probability is low, it is possible to find an infected tick almost anywhere in Ontario. Female blacklegged ticks can carry Lyme Disease.

Ticks are most active in spring and summer, but can be found at any time of the year when the temperature is above freezing.

There are ways you can reduce your exposure to ticks and instructions to remove them at the [Ontario.ca lyme disease website](https://ontario.ca/lyme-disease-website).



April 22, 2021 marks the 51st year of celebrating Earth Day!

"SVCA strives to ensure long-term protection of our watershed through the maintenance of programs that will protect life and property from natural hazards, but also conserve our natural resources. By directing development outside of natural hazard areas such as river and shoreline flooding and erosion zones, we not only protect people and property from damage, but help to preserve these natural areas for the future."

For Earth Day information in Canada, please visit <https://earthday.ca/>

Water Well Improvement Program



Representatives of the Saugeen Valley Conservation Authority receive a cheque presented by Cherie Leslie Senior Engagement Advisor, Southern Ontario, with the NWMO, to support a new Water Well Improvement Program.

The Nuclear Waste Management Organization (NWMO) is working with the Saugeen Valley Conservation Authority (SVCA) to protect groundwater in South Bruce. [Visit our website for more information.](#)



Sign your children up for our Spring Educational Programs!

Designed to enhance your child's knowledge, understanding and appreciation of the natural world and our amazing planet!

To register call 519-367-3040 and dial 0 or email publicinfo@svca.on.ca

Check our [website](#) for more information.

Looking for a Permit?



Due to the demand to develop in SVCA's beautiful watershed, there are a higher number of requests being submitted than usual. Here are some things you can do to help speed up your request:

- Be prepared when contacting us. Look at our [online mapping tool](#) ahead of time, have specific property details ready and proposal [site plan](#) prepared
- Contact us via one method only (phone (519) 377-2074, [email](#) or [Planning Inquiry Form](#))
- If you have not heard back from our office, please wait a minimum of 2 full business days before following up



Thank you for your patience! 301

Follow us on Social Media



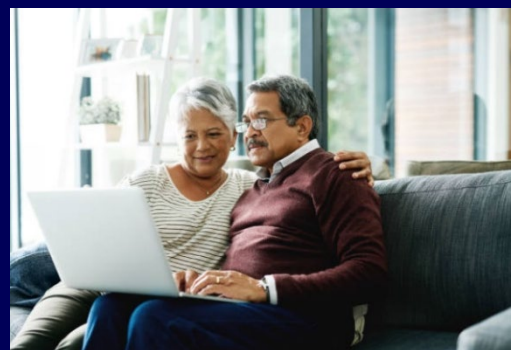


THE MUNICIPALITIES OF BRUCE AND GREY



WE WANT TO HEAR FROM YOU NOW!

**Complete Round 2 of our important survey at cswbp-brucegrey.ca
or contact your local Municipal Office to get a printed copy.**



16 municipalities, 2 counties, 8 police services, 14 police service boards and more than 30 education, health and social service organizations across Bruce and Grey Counties are working together to improve the safety and well-being of Bruce and Grey through Community Safety and Well-Being Planning (CSWBP).

Visit cswbp-brucegrey.ca for more information and to see how you can participate!

cswbp-brucegrey.ca

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Bruce and Grey Community Safety and Well-Being Survey

Introduction & Consent

Welcome! Thank you for your interest in this survey.

This survey is being hosted by CCI Research Inc. on behalf of the Municipalities of Bruce and Grey Counties as part of the implementation of a collaborative Community Safety and Well-Being Plan (CSWBP). The survey, which is meant to be completed by residents of Bruce County or Grey County, will help us understand the current state of well-being and feelings of safety among the people of Bruce and Grey so we can continue to work together to focus on local actions to improve the quality of life for everyone.

It will take approximately 15 minutes to complete the survey. We will ask you questions about your day-to-day life, health, education, employment, and safety experiences. By sharing your experiences and what matters to you, you can help to shape life in Bruce and Grey, determine community priorities, and indicate where you think change is needed. Please answer based on your experiences since March 2020.

Your participation in this survey is voluntary and you can refuse to participate or withdraw from the survey at any time simply by stopping the survey. Once you have submitted the survey, you will not be able to withdraw your responses, since they are not linked to individual respondents. Your decision to participate or not will not have an impact on any services you are currently receiving from county social services, a community organization, or a health service, and we do not ask for your name at any time.

Your responses will be kept confidential by grouping responses together and by removing any identifying information. Survey responses will be stored on a secure server at CCI Research Inc. during data collection and then will be provided to Grey and Bruce Counties. Only the project coordinator and staff who are supporting the project from CCI Research and Grey and Bruce Counties will have access to the raw data. The results will be summarized in a report and shared with local stakeholders and partners. A cleaned and de-identified version of the data set will also be posted on a publicly accessible data sharing website. This data set will not include your open-ended responses (e.g., comments) or any information that could identify you, certain groups (e.g., certain ethnic groups) or organizations. For more information about this local data sharing initiative, please visit the website bgdisc.ca.

If you have any questions about this survey, please contact the CSWBP Coordinator, through the Community Safety and Well-Being Plan Bruce Grey website, cswbp-brucegrey.ca.

By completing and submitting this survey, you are providing your consent for participation.

WHERE DO YOU LIVE?

We are asking you to answer this survey based on where you live in Bruce County or Grey County, or where you spend the majority of your time or own property as a part-time or seasonal resident in Bruce County or Grey County.

1. Are you a permanent, year-round resident in either Bruce County or Grey County?

- ☐ Yes, Bruce County (*go to question 3a*)
- ☐ Yes, Grey County (*go to question 3b*)
- ☐ No

2. Are you a part-time or seasonal resident in either Bruce County or Grey County? (e.g., you spend winters somewhere else, or you live here part of the year for work)

- ☐ Yes, Bruce County (*go to question 3a*)
- ☐ Yes, Grey County (*go to question 3b*)
- ☐ No - *This survey is for residents of Bruce County and Grey County. Thank you for your time.*

3. a. In which municipality is your residence? (Bruce County)

- ☐ Municipality of Arran-Elderslie
- ☐ Municipality of Brockton
- ☐ Municipality of Kincardine
- ☐ Municipality of Northern Bruce Peninsula
- ☐ Municipality of South Bruce
- ☐ Town of Saugeen Shores (*go to question 5*)
- ☐ Town of South Bruce Peninsula
- ☐ Township of Huron-Kinloss

3. b. In which municipality is your residence? (Grey County)

- ☐ City of Owen Sound (*go to question 5*)
- ☐ Municipality of Grey Highlands (*go to question 5*)
- ☐ Municipality of Meaford
- ☐ Municipality of Southgate
- ☐ Municipality of West Grey
- ☐ Town of Hanover (*go to question 5*)
- ☐ Town of the Blue Mountains
- ☐ Township of Chatsworth (*go to question 5*)
- ☐ Township of Georgian Bluffs

4. Which community do you live in? (Please specify) _____

5. How long have you been a resident of this community?

- ☐ Less than 1 year
- ☐ 1 year to less than 3 years
- ☐ 3 years to less than 6 years
- ☐ 6 years to less than 10 years
- ☐ 10 years to less than 25 years
- ☐ 25 years or more

HAPPINESS, LIFE SATISFACTION, AND SPIRITUAL WELL-BEING

6. In general, how satisfied are you with your life as a whole?

- ☐ Very satisfied
- ☐ Satisfied
- ☐ Neither satisfied nor dissatisfied
- ☐ Dissatisfied
- ☐ Very dissatisfied

BELONGING, TRUST, AND RELATIONSHIPS

7. How would you describe your feeling of belonging to your local community?

- ☐ Very strong (*go to question 8*)
- ☐ Strong (*go to question 8*)
- ☐ Neither weak nor strong (*go to question 8*)
- ☐ Weak
- ☐ Very weak

7. b. Please share with us the main reason why you would describe your feelings of belonging to your local community as weak or very weak.

8. To what extent do you agree with the following statement:

I would recommend this community to others as a place to live.

- ☐ Strongly agree (*go to question 9*)
- ☐ Agree (*go to question 9*)
- ☐ Neither agree nor disagree (*go to question 9*)
- ☐ Disagree
- ☐ Strongly disagree

8. b. Please explain the main reason why you would not recommend the community to others as a place to live.
-

9. How do you feel about your relationships with your neighbours?

- ☐ Very satisfied (*go to question 10*)
- ☐ Satisfied (*go to question 10*)
- ☐ Neither satisfied nor dissatisfied (*go to question 10*)
- ☐ Dissatisfied
- ☐ Very dissatisfied
- ☐ Not applicable (I do not have neighbours) (*go to question 10*)

9. b. Please share with us the main reason why you are dissatisfied with your relationships with your neighbours.
-

10. For each of the following, please tell us how many people you trust. Select one response for each group.

	Trust ALL	Trust MOST	Trust SOME	Trust A FEW	Trust NONE
a. Neighbours					
b. Colleagues at Work					
c. Businesses in the Community					
d. Healthcare Agencies					
e. Community Service Agencies					
f. County Social Service Programs					
g. Police Services					

COMMUNITY SAFETY AND PERCEPTIONS/EXPERIENCE OF CRIME

11. How do you feel about your personal safety in your community?

- ☐ Very satisfied (*go to question 12*)
- ☐ Satisfied (*go to question 12*)
- ☐ Neither satisfied nor dissatisfied (*go to question 12*)
- ☐ Dissatisfied
- ☐ Very dissatisfied

11. b. Please describe one thing that would make you feel safer from crime.

12. Over the last three years, do you think crime in your community has...

- ☐ Decreased substantially
- ☐ Decreased somewhat
- ☐ Remained the same
- ☐ Increased somewhat
- ☐ Increased substantially

13. Compared to other communities in Ontario, do you think your community has...

- ☐ Lower rates of crime
- ☐ About the same rates of crime
- ☐ Higher rates of crime

14. How safe do you feel from crime in the following areas?

	Very SAFE	Reasonably SAFE	Somewhat SAFE	Somewhat UNSAFE	Very UNSAFE	NOT APPLICABLE
a. When you are in your own home after dark						
b. Walking alone in your neighbourhood after dark						
c. Walking alone downtown after dark						

If you answered Somewhat UNSAFE or Very UNSAFE for any of the categories in question 14 above:

14. d. Please share with us the main reason that you feel unsafe.

15. In your opinion, the role of policing in ensuring community safety is...

- ☐ Extremely important
- ☐ Very important
- ☐ Somewhat important
- ☐ Not so important
- ☐ Not at all important

16. How would having more police officers in your neighbourhood/community make you feel?

- ☐ Much safer
- ☐ A little bit safer
- ☐ No different
- ☐ A little less safe
- ☐ Much less safe

YOU'RE HALFWAY THERE! We really appreciate your input! Please continue.

17. Which groups do you think play a role in community safety? Select all that apply.

- ☐ Community Services (i.e., support services provided by community agencies, like the United Way, the Alzheimer Society, or Victim Services, etc.)
- ☐ Elected officials
- ☐ Employers
- ☐ Faith Institutions
- ☐ Family/Youth Services
- ☐ Fire Services
- ☐ Hospitals
- ☐ Mental Health and/or Addiction Services
- ☐ Paramedic Services
- ☐ Police
- ☐ Primary Care (Doctors Offices or Nurse Practitioner Clinics)
- ☐ Residents (i.e., everyone who lives in the community)
- ☐ Schools, Colleges or Universities
- ☐ Social Services (i.e., services provided through your County or municipality, like Ontario Works or ODSP, etc.)
- ☐ Other (please specify) _____

18. How much, if at all, do your feelings about safety and crime impact what you do (where you go and when)?

- ☐ Not at all
- ☐ Very little
- ☐ Some
- ☐ Quite a bit
- ☐ Significantly

19. Do you have children between the ages of 5 and 12?

- ☐ Yes
- ☐ No (*go to question 20*)

19. a. To what extent do you agree with the following statement:

I feel comfortable allowing my child/children to play outside unsupervised.

- ☐ Strongly agree (*go to question 20*)
- ☐ Agree (*go to question 20*)
- ☐ Neither agree nor disagree (*go to question 20*)
- ☐ Disagree
- ☐ Strongly disagree

19. b. Please share with us the main reason that you do not feel comfortable allowing your child/children to play outside unsupervised.
-

20. The next question asks about the top areas where you feel improvements are needed to increase safety and well-being in your community.

Please rank the **BOLDED** categories on the left in order of importance with 1 being most important and 10 being least important.

Please Note: The column on the right gives you examples of the types of concerns that are included in each category. It might be helpful to read through these lists before you complete the ranking exercise

— **ADDICTIONS/SUBSTANCE MISUSE**

- ☐ Alcohol misuse
- ☐ Cannabis misuse
- ☐ Illegal drug use and misuse
- ☐ Prescription drug misuse
- ☐ Gambling (online, racetrack, etc.)
- ☐ Availability of addiction services
- ☐ Access to addiction services
- ☐ Affordability of addiction services
- ☐ Coordination between addiction services in the community
- ☐ Other (please specify) _____

— **COMMUNITY BELONGING AND NEIGHBOURHOOD/ENVIRONMENT**

- ☐ Relationship with neighbours
- ☐ Unsafe or unwanted behaviours or activities in the community
- ☐ Resident safety
- ☐ Support for newcomers
- ☐ Support for older adults who are vulnerable
- ☐ Support for vulnerable youth
- ☐ Traffic safety
- ☐ Other (please specify) _____

— **CRIME PREVENTION**

- ☐ Animal cruelty
- ☐ Arson
- ☐ Break and enter
- ☐ Child abuse
- ☐ Drug trafficking
- ☐ Elder abuse
- ☐ Fraud (online, telephone, etc.)
- ☐ Gang activity
- ☐ Homicide
- ☐ Human trafficking
- ☐ Intimate partner or domestic violence
- ☐ Physical assault
- ☐ Sexual assault
- ☐ Theft
- ☐ Threats
- ☐ Other (please specify) _____

— **EDUCATION AND EMPLOYMENT**

- ☐ Availability of education opportunities
- ☐ Access to education opportunities
- ☐ Affordability of education opportunities
- ☐ Education quality
- ☐ Availability of job opportunities
- ☐ Access to job opportunities
- ☐ Job quality
- ☐ Opportunities to develop employment skills
- ☐ Other (please specify) _____

— **EMOTIONAL VIOLENCE, BULLYING AND HARRASSMENT**

- ☐ Emotional violence, bullying and/or harassment in homes
- ☐ Emotional violence, bullying and/or harassment in schools
- ☐ Emotional violence, bullying and/or harassment in workplaces
- ☐ Emotional violence, bullying and/or harassment in businesses and other public spaces
- ☐ Emotional violence, bullying and/or harassment in neighbourhoods and communities
- ☐ Other (please specify) _____

— **HEALTHY CHILD DEVELOPMENT**

- ☐ Availability of leisure activities for children
- ☐ Access to leisure activities for children
- ☐ Affordability of leisure activities for children
- ☐ Availability of childcare
- ☐ Access to childcare
- ☐ Affordability of childcare
- ☐ Positive role models
- ☐ Positive peer groups
- ☐ Stable and nurturing home environments
- ☐ Availability of social support services for children
- ☐ Access to social support services for children
- ☐ Coordination between social support services for children in the community
- ☐ Other (please specify) _____

— **HOUSING AND HOMELESSNESS**

- ☐ Availability of housing
- ☐ Access to housing
- ☐ Affordability of housing
- ☐ Safety of housing
- ☐ Quality of housing
- ☐ Homelessness
- ☐ Other (please specify) _____

— **MENTAL HEALTH**

- ☐ Mental health (such as depression, anxiety, bipolar disorder)
- ☐ Emotional or psychological trauma
- ☐ Suicide
- ☐ Availability of mental health services
- ☐ Access to mental health services
- ☐ Affordability of mental health services
- ☐ Coordination between mental health services in the community
- ☐ Other (please specify) _____

— **PHYSICAL HEALTH**

- ☐ Availability of health services such as a family doctor
- ☐ Access to health services such as a family doctor
- ☐ Availability of services for persons with a physical disability
- ☐ Access to services for persons with a physical disability
- ☐ Availability of exercise opportunities
- ☐ Access to exercise opportunities
- ☐ Affordability of exercise opportunities
- ☐ Access to healthy food
- ☐ Availability of healthy food
- ☐ Affordability of healthy food
- ☐ Other (please specify) _____

— **POVERTY AND INCOME**

- ☐ Ability to pay bills and meet basic needs
- ☐ Ability to enjoy life and participate in leisure activities
- ☐ Stress related to financial concerns
- ☐ Availability of financial supports
- ☐ Access to financial supports
- ☐ Other (please specify) _____

21. NOW: For those categories above that you ranked 1-3, please go back to those lists in the right-hand column and check off all issues that are of particular concern to you or require more attention. Please select all that apply – but **ONLY for those categories that you ranked 1-3.**

If you are in need of URGENT mental health support or intervention, please call the Mental Health Crisis Line of Grey Bruce at 1-877-470-5200.

If you are in need of mental health support or intervention, and wish to locate treatment services in your area, please dial 211.

PERSONAL CHARACTERISTICS

We would like to know more about you so that we can create groupings of answers based on categories like age, gender, community affiliation, etc. so that we can better understand feelings of safety and well-being for all/diverse populations.

22. With which gender do you most identify?

- ☐ Female
- ☐ Male
- ☐ Prefer to describe my own gender identity _____
- ☐ Prefer not to say

23. What is your age?

- ☐ Younger than 15 years of age
- ☐ 15 to 19 years
- ☐ 20 to 24 years
- ☐ 25 to 34 years
- ☐ 35 to 49 years
- ☐ 50 to 64 years
- ☐ 65 to 79 years
- ☐ 80 years of age or older

24. Do you self-identify as a person with Indigenous ancestry and/or identity (e.g., First Nations, Metis, Inuk (Inuit))?

- ☐ Yes (*go to question 27*)
- ☐ No

24. b. Do you self-identify as Low German Speaking Mennonite, Old Order Mennonite, Orthodox Mennonite, Old Order Amish, or Amish?

- ☐ Yes (*go to question 27*)
- ☐ No

24. c. Do you self-identify as a visible minority?

- ☐ Yes
- ☐ No

25. Do you consider yourself to have a physical, intellectual, mental health, or learning disability?

- ☐ Yes
- ☐ No

26. Were you born in Canada?

- ☐ Yes (*go to question 30*)
- ☐ No

26. b. How long have you lived in Canada?

- ☐ Less than 1 year
- ☐ 1 year to less than 3 years
- ☐ 3 years to less than 6 years
- ☐ 6 years to less than 10 years
- ☐ 10 years to less than 25 years
- ☐ 25 years or more

27. Which of the following best describes your current marital status?

- ☐ Single, never married
- ☐ Married
- ☐ Widowed
- ☐ Divorced
- ☐ Separated
- ☐ Living common-law

28. What is the highest level of education you have completed?

- ☐ Did not attend school
- ☐ Some elementary or some high school education
- ☐ High school diploma
- ☐ Some college or some university
- ☐ Apprenticeship or college degree, diploma, certificate
- ☐ University degree (Bachelor's)
- ☐ Graduate degree (Master's, PhD)

LAST PAGE! You're almost done. Great job.

29. What is your total annual household income?

- ☐ Less than \$10,000
- ☐ \$10,000 to \$19,999
- ☐ \$20,000 to \$29,999
- ☐ \$30,000 to \$39,999
- ☐ \$40,000 to \$49,999
- ☐ \$50,000 to \$59,999
- ☐ \$60,000 to \$69,999
- ☐ \$70,000 to \$79,999
- ☐ \$80,000 to \$89,999
- ☐ \$90,000 to \$99,999
- ☐ \$100,000 to \$124,999
- ☐ \$125,000 to \$149,999
- ☐ \$150,000 to \$199,999
- ☐ \$200,000 and over
- ☐ Prefer not to say

CONCLUDING QUESTION

30. Is there anything else you would like to tell us about your safety and well-being in Bruce and Grey?

THANK YOU FOR COMPLETING THIS SURVEY!

If you have any additional questions about this survey or the Bruce and Grey Community Safety and Well-Being Plan, please contact the CSWBP Coordinator through the Community Safety and Well-Being Plan Bruce Grey website, cswbp-brucegrey.ca.



Wellington North Power Inc.

290 Queen Street West, PO Box 359, Mount Forest, ON N0G 2L0
Phone: 519.323.1710 Fax: 519.323.2425

www.wellingtonnorthpower.com

E-mail: wnp@wellingtonnorthpower.com
ESA # 7012854

April 29, 2021

Mayor John Woodbury and Members of Council
Township of Southgate
185667 Grey City Rd 9
Dundalk, ON N0C 1B0

Dear Mayor Woodbury and Members of Municipal Council:

Re: **Wellington North Power Inc. - 2021 Annual Dividend**

On April 27th 2021 the Board of Directors of Wellington North Power Inc. passed a resolution (# 2021-0427-104) declaring that no dividend payment shall be made to the Shareholders in 2021. The decision adheres to the company's "Dividend Policy" signed March 1, 2018.

Background

Given the on-going COVID-19 pandemic and resulting Orders from the Government of Ontario as well as legislative mandates from the Ministry of Energy and the Ontario Energy Board, there is uncertainty about Wellington North Power Inc.'s cash-flow, operating expenses and revenues for 2021. It was therefore deemed prudent to declare no dividend payment for 2021.

Should you have any questions please do not hesitate to contact me.

Yours truly,

Jim Klujber
CEO / President

Wellington North Power Inc.



Your monthly news & updates

Visit our Website

SWIFT Expands Broadband Access in the Region



Announcing Gary McNamara as SWIFT's New Board Chair

- Following the 2021 Annual General Meeting, Southwestern Integrated Fibre Technology (SWIFT) is pleased to announce that the SWIFT Board of Directors elected current board member Gary McNamara as the new Board Chair. McNamara, the Warden of Essex County, will serve for a one-year term effective April 9, 2021. The board extends its sincere gratitude to outgoing Chair David Mayberry who will remain on the Board as a Director.

SWIFT Announces \$15M Broadband Expansion Plan for Huron County

- Huron County to receive \$15 million in broadband upgrades to support 10 fibre-to-the-home projects.
- The newly announced projects will collectively service 335 kilometres of underserved roadway within the region to bring better broadband connectivity to 1,854 households and businesses.

SWIFT Broadband Projects Rolling out in Grey and Bruce Counties

- SWIFT announced that service providers EH!tel Networks and GBTEL have begun construction to bring high-speed internet access to more than 1,200 underserved homes and businesses within the counties of Grey and Bruce.

[View the full press releases](#)

Bruce County works to address home shortage



Bruce County officials are working to increase the supply and mix of homes in the region.

Published highlights from the latest council meeting reported The Plan the Bruce: Homes Project has identified thirteen policy directions for consideration. One direction relates to policies that permit additional residential units in single-detached, semi-detached, and rowhouse dwellings, and in an ancillary building to these dwelling types.

[Full news coverage](#) and [Plan the Bruce website](#)

Windsor Essex Economic Development Corporation Rebrands as Invest WindsorEssex



WindsorEssex Economic Development Corporation, the lead economic development agency for the region, has changed its name to Invest WindsorEssex. The rebrand reflects the continued efforts to promote Windsor-Essex as a competitive location for both foreign and local investment. The agency serves the region and its stakeholders through advancing economic growth and sustaining prosperity.

Invest WindsorEssex has also launched a new corporate website at investwindsoressex.com.

This past year has further stressed the need for online data tools and platforms to effectively communicate information to clients and partners. The new Invest WindsorEssex website will allow for easier access to data and information relevant to site selectors and local businesses for the purpose of investment, expansion and talent attraction.

[View the press release](#) and [Visit their new website](#)

Sarnia-Lambton Given Foreign Trade Zone Status



Sarnia-Lambton is now an official Foreign Trade Zone (FTZ) Point.

This designation will boost efforts to grow the area as a hub for international trade and investment. This exciting announcement is also important in strengthening market access for existing businesses – this is essential as we continue to grow and diversify the local economy.

[View the press coverage](#)

Middlesex County COVID-19 Business Check-in Survey Report



On April 8th, 2021, Middlesex County's Economic Development Department released the 5-5-5 COVID-19 Business Check-In Survey and it was open to the public until April 12th, 2021.

The purpose of this survey was to collect front-line observations and input in order to provide high level reporting to all levels of government. The analyzed the data shown in this survey and developed a report to show the result of impact COVID-19 has left on local businesses at this time.

A total of 130 businesses completed the check-in survey.

[View the report](#)

Enhancing Capacity for the Next Generation of Leaders in Ontario

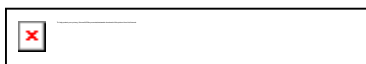


To address ongoing municipal and agricultural challenges and opportunities, we need strong leadership and governance in Ontario. However, communities and organizations struggle to engage and attract new individuals, and specifically the next generation under 40 years old, to positions of leadership.

This research project is part of an assignment for Class 18 of the Advanced Agricultural Leadership Program.

This survey is for representatives from municipal, agricultural and non-profit organizations who are willing to share best practices of how they are attracting the next generation of leaders. The deadline to complete the survey is Friday May 21st, 2021. Thank you for your participation.

<https://www.surveymonkey.com/r/BSXQCKY>

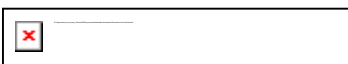


Canadian Rural and Remote Housing and Homelessness Symposium

The first national event to elevate uniquely rural and remote approaches to tackling homelessness and housing.

The Rural Development Network and the Rural Ontario Institute are taking things virtual for the second Canadian Rural and Remote Housing and Homelessness Symposium.

Expect a unique program with over 30 concurrent workshops and panel sessions, and renowned keynote speakers including:

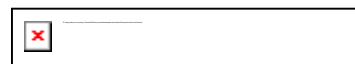


Ontario Supporting Business Investment and Prosperity

The Ontario government is proposing new red tape and burden reduction measures intended to minimize existing barriers on businesses and support a long-term recovery plan.

Today, Prabmeet Sarkaria, Associate Minister of Small Business and Red Tape Reduction, announced Ontario's Spring Red Tape Reduction Package and introduced the Supporting Recovery and Competitiveness Act.

"Our government is committed to keeping Ontario workers and



Working from Home Productivity and Preferences

The COVID-19 pandemic has led to a significant increase in telework since mid-March 2020. At the beginning of 2021, 32% of Canadian employees aged 15 to 69 worked most of their hours from home, compared with only 4% in 2016.

A change of such magnitude raises several questions. To what extent are teleworkers more or less productive now relative to when they were at their usual place of work? For those who are less productive, what are the main barriers to productivity? Once the pandemic is over, how many Canadians would prefer to

Architect Avi Friedman, named by Wallpaper Magazine as 1 of 10 people "most likely to change the way we live".

Jesse Thistle, best selling author of "From the Ashes", Indigenous Rights Activist and Assistant Professor of Metis Studies, York University.

Margaret Pfoh, CEO of Aboriginal Housing Management Association

families safe and healthy, while protecting the environment while laying the foundation for a strong recovery and an even stronger future in the years ahead," said Minister Sarkaria.

The proposed legislation is the latest in a series of actions that will help businesses and government deliver clear, modern and effective rules that promote public health, safeguard the environment and create jobs.

work most of their hours at home or outside the home?

Answers to these questions are crucial to inform discussions about the sustainability of telework in a post COVID-19 context.

To shed light on these questions, this study uses the supplement to the Labour Force Survey of February 2021.

[Register now](#)

[View the press release](#)

[View the full report](#)

WOCFDCA: Regional Relief Recovery Fund Huge Success



The Regional Relief and Recovery Fund (RRRF) was a huge help to all businesses in the Western Region of Ontario. The number of businesses that WOCFDCA was able to help with this fund was truly amazing.

All the hard work the CFDCs put into ensuring that the money was delivered cannot go unmentioned. Thank you to all for your hard work and dedication to your business communities. Believing in the value SMEs bring to communities all over is what makes the Community Futures Program one of the driving forces behind rural success.

[Learn more about your CFDC's here](#)

Western Ontario Wardens Caucus | 450 Sunset Drive, St. Thomas, N5R 5V1 Canada

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April 16, 2021

To: MP Shipley,
48 Alliance Blvd Suite 104
Barrie, Ontario

Sent via email

RE: Clean Fuel Standard

Good day,

At its regular meeting on April 7, 2021, Council of the Township of Springwater passed resolution C146C-2021 endorsing the following letter presented by the Township of Springwater's Agricultural Advisory Committee regarding the Clean Fuels Standard:

Dear Mr. Shipley,

The purpose of this letter is to discuss the Proposed Clean Fuels Standard that is being considered for legislation. As members of the Springwater Township Agricultural Advisory Committee, we have serious concerns with this proposal. This proposal in its current form, has the potential to be catastrophic to the Canadian farmer. The proposed rules and regulations for restrictions on land use are detrimental to the long-term viability of Canadian agriculture.

If this proposal goes ahead, Canadian farmers will be unable to make improvements to their land to make it more efficient for the use of crop production, thus making them unable to meet the needs of food supply needed for the ever-growing population. Making improvements to land for crop production is essential to the growing demand in food supply for our country and should not have restrictions placed upon it. Instilling restrictions in this manner is no different than telling a homeowner that any renovations made after a specific date disqualifies any future renovations.

The restrictions being imposed through the Clean Fuels Standard will make it so Canadian farmers are unable to recoup costs that they are spending in order to meet the needs of the growing population in Canada. Having these restrictions in place, will have buyers seeking products elsewhere, out of country. What will this do to Canada's economy?

The ideas proposed, 'setbacks from watercourses and woodlands,' would come at a tremendous cost to the Canadian farmers who have purchased, paid taxes, and cared for, for generations, are suddenly unable to use the land for renewable fuel purposes.

How will these costs be recovered if the farmer is unable to utilize this land for crop production? Is a farmer going to have to build separate grain storage to store products that are ineligible for renewable energy at a cost of hundreds of thousands of dollars? Isn't it important that the Canadian Government work with Canadian farmers, not impose unworkable rules and regulations that hinder crop production and create a competitive disadvantage with other countries?

The Canadian Government has shown little regard for Canadian farmers in some of their policies and proposed legislation in recent years. The Clean Fuels Standard combined with the recent Carbon Tax, has the potential to put many Canadian farmers out of business. We need our governments to work with Canadian farmers in order to provide for the growing need of food supply in our country.

Please contact Chair David Spring to discuss this further at (705) 730-4033. We look forward to your support on this matter.

Sincerely,



Don Allen
Mayor, Township of Springwater

David S. Spring
Chairperson of the Springwater Township Agricultural Advisory Committee

Cc:
Hon., Jonathan Wilkinson, Minister of Environment and Climate Change;
MPP Doug Downey,
Hon., Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
All Ontario Municipalities



Township of The Archipelago

9 James Street, Parry Sound ON P2A 1T4

Tel: 705-746-4243/Fax: 705-746-7301

www.thearchipelago.on.ca

April 9, 2021

21-073

**Moved by Councillor Barton
Seconded by Councillor Manner**

RE: Road Management Action On Invasive Phragmites

WHEREAS *Phragmites australis* (*Phragmites*) is an invasive perennial grass that continues to cause severe damage to wetlands and beaches in areas around the Great Lakes including Georgian Bay; and

WHEREAS *Phragmites australis* grows and spreads rapidly, allowing the plant to invade new areas and grow into large monoculture stands in a short amount of time, and is an allelopathic plant that secretes toxins from its roots into the soil which impede the growth of neighboring plant species; and

WHEREAS *Phragmites australis* results in loss of biodiversity and species richness, loss of habitat, changes in hydrology due to its high metabolic rate, changes in nutrient cycling as it is slow to decompose, an increased fire hazard due to the combustibility of its dead stalks, and can have an adverse impact on agriculture, particularly in drainage ditches; and

WHEREAS invasive *Phragmites* has been identified as Canada's worst invasive plant species by Agriculture and AgriFood Canada; and

WHEREAS the Ontario government has made it illegal to import, deposit, release, breed/grow, buy, sell, lease or trade invasive *Phragmites* under the Invasive Species Act; and

WHEREAS *Phragmites* occupy over 4,800 hectares of land around Lake St. Clair alone, while 212 hectares of *Phragmites* occupy land along the St. Lawrence River. The Georgian Bay Area is particularly affected by *Phragmites australis*, with more than 700 stands along the shorelines and multiple visible stands on the highways and roads that threaten valuable infrastructure and wetland areas; and

WHEREAS volunteers, non-governmental organizations, and various municipalities have invested tens of thousands of dollars in investments and labour annually for more than eight years in executing managements plans to control invasive *Phragmites* on roads, coasts, shorelines and in wetlands; and

WHEREAS roads and highways where *Phragmites* that are left untreated become spread vectors that continually risk new and treated wetlands and coastal shoreline areas; and

WHEREAS according to “Smart Practices for the Control of Invasive Phragmites along Ontario’s Roads” by the Ontario Phragmites Working Group, best road management practices for Phragmites australis include early detection, herbicide application, and cutting; and

WHEREAS these best management practices are most effective when used in a multi-pronged approach as opposed to when used as stand-alone control measures; and

WHEREAS mother nature does not recognize political boundaries. Therefore, it is imperative that Municipalities, Districts, the Province, and the Federal government work together in collaboration to eradicate Canada’s worst invasive plant species Phragmites australis;

NOW THEREFORE BE IT RESOLVED that Council for the Corporation of the Township of The Archipelago directs its staff to implement best management practices to promote early detection of invasive Phragmites, and to implement best management practices for invasive Phragmites, and to join the Ontario Phragmites Working Group to collaborate on the eradication of Phragmites in Ontario.

BE IT FURTHER RESOLVED that Council for the Corporation of the Township of The Archipelago directs staff to insert clean equipment protocols into tenders and that there is oversight that the protocols are followed; and

BE IT FURTHER RESOLVED that Council for the Corporation of the Township of The Archipelago requests the Ontario Ministry of Transportation to map and treat invasive Phragmites annually on all its highways; and

BE IT FURTHER RESOLVED that the Ontario Ministry of Transportation (MTO) communicates the strategy on mapping (detecting sites) and controlling invasive Phragmites on provincial highways, the specific highway management plans and results by each MTO region and each highway in the region and work in coordination with the Township of The Archipelago; and

BE IT FURTHER RESOLVED that Council for the Corporation of the Township of The Archipelago directs its staff to send this resolution to all municipalities that are part of the Georgian Bay watershed, to all municipalities in the Great Lakes watershed, to the Minister of Transportation, Christopher Balasa the Manager, Maintenance Management Office, and MPP Norman Miller.

BE IT FINALLY RESOLVED that Council for the Corporation of the Township of The Archipelago requests all levels of government to consider funding support to aid the Township of The Archipelago in managing invasive phragmites; and directs staff to send a copy of this resolution to the Ontario Minister of Environment, Conservation and Parks and the Minister of Environment and Climate Change Canada.

Carried.

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: April 13, 2021 NO. 2021-097

MOVED BY Heather Olmstead

SECONDED BY Sandy Cross

“THAT the Council of the Corporation of the Municipality of Calvin supports the Norfolk County Agricultural Advisor Board’s letter dated December 20, 2020 regarding the application of the carbon tax on primary agriculture producers, and;

THAT this resolution be sent to the Premier of Ontario, the Minister of Environment and Climate Change, the Honourable Vic Fedeli, MPP and circulated to all municipalities in Ontario. ”

CARRIED  _____

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
<u>Coun Cross</u>	<u>X</u>	_____
<u>Coun Maxwell</u>	<u>X</u>	_____
<u>Coun Olmstead</u>	<u>X</u>	_____
_____	_____	_____
<u>Mayor Pennell</u>	<u>X</u>	_____



Norfolk County
Officer of the Mayor
Governor Simcoe Square
50 Colborne St., S.
Simcoe, Ontario N3Y 4H3
519-426-5870
Fax: 519-426-7633
norfolkcounty.ca

February 23, 2021

The Honourable Jonathan Wilkinson
Minister of Environment and Climate Change
House of Commons
Ottawa, ON K1A 0A6

The Honourable Marie-Claude Bibeau
Minister of Agriculture and Agri-Food
House of Commons
Ottawa, ON K1A 0A6

Dear Ministers,

I am writing to advise that Norfolk County Council supports the attached Norfolk County Agricultural Advisory Board's letter regarding the application of the carbon tax on primary agriculture producers. It is the recommendation of Norfolk County Council that the Federal Government consider the concerns of the agricultural community and move to exempt all primary agriculture producers from current and future carbon taxes. Please find attached the full recommendation.

Thank you for your attention,

Yours truly,

A handwritten signature in black ink that reads "Kristal Chopp".

Kristal Chopp
Mayor, Norfolk County

P.c. Norfolk County Council
Association of Municipalities of Ontario
Federation of Canadian Municipalities
Ontario Municipalities

Dec 7, 2020

The Honourable Marie-Claude Bibeau, MP
Minister of Agriculture and Agri-Food House of Commons
Ottawa, Ontario
K1A 0A6

Dear Minister Bibeau

Our agricultural advisory board (AAB) who represents the agricultural sector in Norfolk County, Ontario is very concerned about the federal government's current carbon pricing policies. It is our hope that you consider our concerns and move to exempt all primary agriculture producers from current and future carbon taxes.

Carbon tax remains as a major cost of production for producers in Norfolk County. Although some farm fuel purchases are exempt, it is selective and does not meet the needs of the entire agriculture industry. Currently crop drying, heating/cooling of livestock barns and cooling of perishable commodities are still subject to full carbon taxes.

Currently there are no replacements for fossil fuels in agricultural production. As a result, carbon tax policies are not appropriate for the agricultural sector and only decrease farm margins.

Norfolk County which is known as Ontario's garden is home to one of the country's largest diversity of crop production. In addition to the extensive vegetable, fruit and grain production it boasts some of the highest ecological diverse natural habitats, plants and animals in Canada. There is approximately 25% tree cover in the county which is the highest percentage of forested land in Southwestern Ontario. Norfolk County It is also home to over 10,000 acres of woodlots and wetlands protected under Long Point Conservation Authority. In addition to the natural woodlots and wetlands there is also extensive fruit production with 2000 acres of apples and 1000 acres of sour cherries. A mature orchard can fix upwards of 18 mt of CO₂ annually.

The adoption of production practices to protect the soil and environment are advanced in Norfolk County. There has been a wide implementation of cover cropping, planting green and reduced tillage practices all of which sequester carbon. Additional farming practices of 4R nutrient management coupled with precision technology ensure that appropriate nutrients are applied at the right time, place and rate. In many cases sensitive water sources around ponds and wetlands are planted with buffer strips and soil erosion control measures of grassed waterways and windbreaks are also common practices. ALUS (alternative land use) programs have been embraced across the county, taking unproductive land out of production, and returning it to natural native grass plantings, trees and constructed wetlands. Currently there are 1148 active projects with 189 producers covering 1573 acres in Norfolk County managed under the ALUS program.

The agriculture industry has made great strides to protect the environment and will continue to improve production practices that reduces the carbon footprint in food production.

The AAB board believes that all on farm fuels used in agricultural production should be exempt from carbon tax. This should include natural gas, propane, gas, and diesel. We strongly urge the government to be consistent with a sector wide exemption to current carbon tax policies.

Sincerely,

Dustin Zamecnik
Chair of Norfolk County Agriculture Advisory Board

THE TOWN OF COCHRANE

171 Fourth Avenue
Cochrane, Ontario, Canada, P0L 1C0
T: 705-272-4361 | F: 705-272-6068
E: townhall@cochraneontario.com



ONTARIO, CA

COCHRANE

WONDERFULLY UNEXPECTED

"Via Email: premier@ontario.ca

April 21, 2021

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON
M7A 1A1

Dear Premier Ford:

Re: Support for Fire Departments

This will serve to advise you that Council, at its regular meeting held Tuesday, April 13th, 2021 passed the following resolution in support of the Township of Hudson's resolution pertaining to the above noted:

"Resolution No.: 103-2021

Moved by: Councillor Daniel Bélisle

Seconded by: Councillor Shea Henderson

BE IT RESOVLED THAT the Council of the Corporation of the Town of Cochrane endorses and supports the resolution from the Township of Hudson that the Federal and Provincial Government includes apparatuses, training, equipment and structures for fire departments as eligible categories to any further infrastructure programs which will not only provide immediate stimulus to the local, provincial and federal economies given current economic uncertainty but also ensure the safety of Canadians and dedicated firefighters.

CARRIED"

Your attention to this matter is greatly appreciated!

Yours truly,

THE CORPORATION OF THE TOWN OF COCHRANE

Alice Mercier
Clerk

/am

c.c.: Hon. Steve Clark, Minister of Municipal Affairs and Housing, Hon. Laurie Scott, Minister of Infrastructure, Charlie Angus, MP, Timmins – James Bay, John Vanthof, MPP, Timiskaming – Cochrane, Jon Pegg, Ontario Fire Marshal, Ontario Association of Fire Chiefs, Ontario Municipalities.



April 22, 2021

RE: Support for Grey Bruce Health Unit

Please be advised that the Council of the Municipality of Grey Highlands, at its meeting held April 21, 2021, passed the following resolution:

2021-285

Moved by Aakash Desai, Seconded by Paul Allen

Whereas Provincial pandemic indicators show that Grey Bruce residents have done, and continue to do, a tremendous job of adhering to the advice of the Grey Bruce Health Unit thus keeping the COVID-19 infection and transmission rates low locally;

Therefore, be it resolved that the Council of the Municipality of Grey Highlands wishes to indicate that it supports our Public Health Unit and has full confidence in the Medical Officer of Health and his team at the Grey Bruce Public Health Unit; and

**That Council directs staff to forward this motion to the Grey Bruce Public Health Unit, Grey and Bruce Counties and all lower-tier Municipalities in Grey and Bruce.
CARRIED.**

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Jerri-Lynn Levitt".

Jerri-Lynn Levitt
Deputy Clerk
Council and Legislative Services
Municipality of Grey Highlands

April 21, 2021

Lindsay Green, Clerk
Township of Southgate
185667 Grey Road 9, RR#1
Dundalk, ON

Via Email: lgreen@southgate.ca

Re: Endorsement of Resolution - Grey Bruce Public Health Unit's Medical Officer of Health Dr. Ian Arra

Further to your correspondence dated April 8, 2021 regarding support for Grey Bruce Public Health Unit Medical Officer of Health, Dr. Ian Arra, please be advised that Hanover Council passed the following resolution at their April 19, 2021 meeting:

Moved by DEPUTY MAYOR HICKS | Seconded by COUNCILLOR HOCKING

THAT the Council of the Town of Hanover support the resolution of the Township of Southgate and the actions and leadership of the Grey Bruce Public Health Unit Medical Officer of Health Dr. Ian Arra, in response to the Covid-19 pandemic.

CARRIED

I trust this is satisfactory, however should you have any questions or concerns, please do not hesitate to contact the undersigned.

Respectfully,



Brian Tocheri
CAO/Clerk

BT/vm

cc: Grey Bruce Public Health Unit
County of Bruce
County of Grey
Township of Huron-Kinloss
Municipality of Northern Bruce Peninsula
Municipality of South Bruce
Town of South-Bruce Peninsula
Municipality of Kincardine

Municipality of Brockton
Municipality of Arran Elderslie
Town of Saugeen Shores
Municipality of West Grey
Municipality of Grey Highlands
Township of Chatsworth
Township of Georgian Bluffs
City of Owen Sound
Municipality of Meaford
Town of the Blue Mountains

**The Corporation of the City of Cambridge
Corporate Services Department
Clerk's Division
The City of Cambridge
50 Dickson Street, P.O. Box 669
Cambridge ON N1R 5W8
Tel: (519) 740-4680 ext 4585
mantond@cambridge.ca**

April 21, 2021

Re: Resolution - City of Cambridge Council – Request for Paid Sick Leave

At the Special Council Meeting of April 20, 2021, the Council of the Corporation of the City of Cambridge passed the following motion:

Mover: Councillor Wolf
Seconder: Councillor Reid

WHEREAS as a result of the COVID-19 pandemic and the increase in cases in Ontario, our hospitals and Intensive Care Units are overrun with people sick with the virus;

AND WHEREAS according to the Provincial Science Advisory Table on COVID-19 we need to protect essential workers and support them with paid sick leave;

AND WHEREAS it is being reported that the drivers of transmission are indoor work places, particularly industrial workplaces, warehouses, and distribution centres;

AND WHEREAS the COVID-19 crisis has unmasked the inequalities in our Province as most of the people now getting sick are the most vulnerable in our society and are those who cannot afford to stay home and often live and work in crowded conditions;

AND WHEREAS Workers who are denied paid sick days do not avoid illness, they bring the infections to work with them, and they transmit them to their coworkers, employees without paid sick leave;

THEREFORE BE IT RESOLVED that Cambridge Council urge the Honourable Doug Ford, Premier to require Ontario employers to provide no less than five paid sick days annually to workers — after three months of employment — by amending the

Employment Standards Act, 2000, or through a different mechanism and to provide necessary funding, fiscal relief and/or support to employers so that all workers in Ontario have access to no less than 10 paid sick days annually in the event of a declared infectious disease emergency, such as the COVID-19 pandemic and ensure all Ontario workers have access to protected and paid emergency leave so care can be provided to children, parents, and/or other family members who may become ill and that all workers may receive paid time off to enable them to receive the COVID-19 Vaccine.

AND FURTHER that upon Council's approval of this motion that it be forwarded to the Association of Municipalities of Ontario, the Provincial Minister of Labour, the Premier, and each Ontario municipality.

Should you have any questions related to the approved resolution, please contact me.

Yours truly,



Danielle Manton
City Clerk



April 23, 2021

Doug Downey
Attorney General
McMurtry-Scott Building
720 Bay Street, 11th Floor
Toronto ON M7A 2S9

Dear Honorable Mr. Downey:

Re: Lottery Licensing to Assist Small Organizations

Small organizations are the foundation of rural Ontario. Thousands of hours of selfless volunteerism are logged each year by organizations who may not necessarily be considered not-for profit or charitable. That doesn't mean that they don't contribute to our communities; small organizations cook for the homeless, clean up parks and flower beds, read to young people, teach life skills to young adults, organize parades, put on concerts...the list goes on.

Many of these small organizations are not eligible to receive a lottery license. This makes it impossible for them to continue to be successful as their fundraising capabilities are extremely limited.

Through this correspondence, we request that you give serious consideration to instituting an additional level of lottery licensing which would enable small organizations to obtain a lottery license. Those who are not able to sustain a non-profit or charitable status could still receive a lottery license if their proceeds benefit the community. Thresholds could be placed on the prize values and perhaps even the number of events which could be held in a calendar year.

We hear over and over again about the hardships in our community and we know that there are organizations who have the ability to help and are not permitted to. Understanding this, Council adopted a resolution seeking your consideration.

R-226-2021

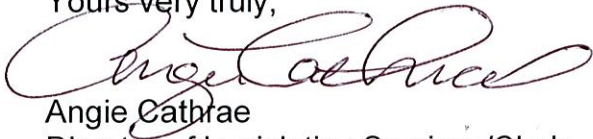
*It was **Moved** by J. Kirkland, **Seconded** by K. Durst and **Carried***

***That** staff are directed to contact the Ministry responsible for Alcohol and Gaming of Ontario to seek their assistance in implementing an additional level of licensing which would permit small organizations to hold fundraisers as a method of sustaining our community and organizations;*

And further that all municipalities in Ontario are sent this resolution to seek their assistance in lobbying the Ministry.

We look forward to your consideration of our request.

Yours very truly,

A handwritten signature in dark ink, appearing to read "Angie Cathrae", written in a cursive style.

Angie Cathrae
Director of Legislative Services/Clerk
519-534-1400 ext 122
Tol Free 1-877-534-1400
angie.cathrae@southbrucepeninsula.com

cc: MPP Bill Walker, All Ontario Municipalities



A People Place, A Change of Pace
SHELBURNE
ONTARIO, CANADA

April 27, 2021

Hon. Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford:

On behalf of my Council, I am urging your government to *immediately* implement and fund the necessary policies to provide adequate paid sick day benefits for Ontario's workers.

It is a widely accepted fact that workplaces are a significant source of COVID-19 transmission throughout our province. Sadly however, too many Ontarians are still going to work when they are sick for fear that they will lose pay should they stay at home. This is entirely counterproductive to our collective efforts to contain this deadly virus and is contributing to the high case counts that we continue to see throughout Ontario.

The federal Canada Recovery Sickness Benefit is not nearly sufficient to rely upon as our only line of defense on this front. While it offers some help, this program is temporary, not fully accessible to all workers, and the delays involved in applying fail to adequately cover the crucial first few days of an illness. We can do better Mr. Premier.

I am confident that a "Team Ontario" approach to this issue will find the kind of tailored solution needed to meet the needs of workers within our province. A universal Ontario paid sick day policy must ensure accessible and timely supports to allow workers to stay home when they are sick, get tested, self-isolate and follow all necessary COVID-19 control measures without fear of income-loss and financial hardship. We owe this to our workers who have given so much over this past year.

It's time for action Mr. Premier.

Respectfully yours,

Wade Mills

Mayor, Town of Shelburne



The Corporation of the Municipality of Tweed Staff Report

Date: April 14, 2021 Council Meeting
Report to: Council
Report from: CAO/Treasurer
Department: Administration
Title: Inclusive Public Service Policy

PURPOSE:

For Council to start working on establishing a formal Inclusive Public Service Policy in line with the Government of Canada Diversity and Inclusion and the Ontario Human Rights Code.

BACKGROUND:

In 2017, the Government of Canada issued a report on “Building a Diverse and Inclusive Public Service: Final Report of the Joint Union/Management Task Force on Diversity and Inclusion” ([Building a Diverse and Inclusive Public Service: Final Report of the Joint Union/Management Task Force on Diversity and Inclusion - Canada.ca](#)). As noted within this document, “today’s public service spans many generations and has a growing diversity of individuals who have different views and expectations” and the Municipality of Tweed, to remain welcoming and inclusive. Although this paper was focusing on employment, the concepts are well translatable to the public services our Municipality provides.

In the report it was noted that the top 3 responses for factors contributing to inclusivity are:

1. Respect and civility;
2. Fairness in all aspects; and
3. Cultural awareness and sensitivity.

The report also identified that the top 3 barriers to inclusivity are:

1. Bias;
2. Discrimination; and
3. Harassment.

Also, on May 13, 2019, a letter was issued from the Ontario Human Rights Commission to municipalities on the harmful impact of Indigenous-themed sports logos (see attached). The Municipality has worked over the last two years at having the

Indigenous-themed sports logos removed from our facilities. We will be meeting with Tweed Minor Hockey Association to discuss their plan.

It is time for the Municipality to now take this further and establish an Inclusive Public Service Policy that addresses inclusivity and diversity in all aspects of public service. An Inclusive Public Service Policy should address inclusivity and diversity in provision of public services for all Ontario Human Rights Code protected grounds, including:

- Age
- Ancestry, colour, race
- Citizenship
- Ethnic origin
- Place of origin
- Creed
- Disability
- Family status
- Marital status (including single status)
- Gender identity, gender expression
- Sex (including pregnancy and breastfeeding)
- Sexual orientation

OPTIONS:

1. Direct staff to reach out to Ontario municipalities to find examples of comparable policies across the Province to start the drafting of the Municipality of Tweed's policy and then further bring all examples to a Committee of the Whole day to discuss what should be included.
2. Hire consultant to draft a policy for Council's review and approval.
3. Investigate the possibility of working on creating a joint or common Inclusive Public Service policy for the region (Hastings County and lower tiers).

FINANCIAL IMPLICATIONS:

None

IMPACT:

Will provide for the Municipality to improve our welcoming atmosphere and reducing discrimination and barriers to inclusivity.

RECOMMENDATION:

BE IT RESOLVED THAT Council receive the Inclusive Public Service Policy report as presented;

AND FURTHER, that staff be directed to investigate the possibility of working on a joint or common Inclusive Public Service Policy for the Hastings County region;

AND FURTHER, that staff be directed to reach out to other Ontario municipalities to find examples of comparable policies.



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Human Rights Commission**
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Letter to municipalities on the harmful impact of Indigenous-themed sports logos

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May 13, 2019

The OHRC wrote to 40 municipalities about the harmful impact of Indigenous-themed sports logos in city facilities.

Dear Mayor,

We are writing to urge all municipalities in Ontario to engage Indigenous communities about the use of Indigenous-themed logos and team names in their sports arenas.

The Ontario Human Rights Commission (OHRC) recently intervened in an Application before the Human Rights Tribunal of Ontario (HRTO) which alleged that the use and display of Indigenous-themed logos and team names in the City of Mississauga sports arenas was discriminatory.

The OHRC conducted extensive outreach with Indigenous peoples to learn more about the impact of this use, and heard directly from youth across the province through the Indigenous Youth Council of the Ontario Federation of Friendship Centres. We intervened in the case to amplify the perspectives and voices of Indigenous youth and to highlight the harmful impact of stereotypes on youth.

The OHRC reached a settlement with the City of Mississauga and the Applicant. In the settlement, the City of Mississauga committed to:

1. Remove from its sports facilities all Indigenous-themed mascots, symbols, names and imagery related to non-Indigenous sports organizations.
2. Develop a policy on the use of Indigenous images and themes at its sports facilities, in collaboration with different groups such as the Mississaugas of the New Credit First Nation, the Peel Aboriginal Network, the Indigenous Youth Council of the Ontario Federation of Friendship Centres and Indigenous Sport and Wellness Ontario.
3. Supplement its Diversity and Inclusion training with expanded material addressing reconciliation and Indigenous peoples.

The OHRC is now contacting municipalities in Ontario to ask that they follow suit. This is in keeping with the OHRC's mandate to identify, prevent, and eliminate discrimination, and to promote human rights within the province using a range of powers under the Human Rights Code.

Harmful Impact of Stereotypes on Indigenous Youth

Sports are drivers of social inclusion; they bring communities together and help youth develop their self-esteem. We recognize that municipalities are committed to providing environments that promote healthy and active lifestyles in the most inclusive manner. To this end, the OHRC and municipalities have a shared goal of actively removing barriers to participation in sports for Indigenous youth.

The OHRC recognizes that the use of Indigenous-themed names and logos by sports teams has been a long-standing norm in our society. However, it is time to revisit these pervasive images.

One of the purposes of Ontario's Human Rights Code (Code) is the "creation of a climate of understanding and mutual respect for dignity and worth of each person so that each person feels a part of the community." As service providers, municipalities have obligations under the Code to provide a service environment free of discrimination. Human rights law has found that images and words that degrade people because of their ancestry, race, color and ethnic origin, among other grounds, violate the Code.

Derogatory images and words can have a significant impact on the ability of affected individuals and groups to participate and benefit equally in services such as participating as a member of a sports team or attending games as a spectator. There can also be broader social and psychological impacts on such individuals and groups, including how they are viewed and treated in their community.

The American Psychological Association is among over 100 professional organizations that have adopted formal resolutions recommending the immediate retirement of Indigenous-themed names and logos by schools, colleges, universities, athletic teams and organizations. These resolutions are based on a growing body of empirical evidence that demonstrate the harmful effects of these images. The scientific literature shows that Indigenous-themed names and logos:

1. Misuse cultural practices and sacred spiritual symbols;
2. Deny Indigenous peoples control over social definitions of themselves;
3. Perpetuate stereotypes of Indigenous people;
4. Create hostile environments for students and others;
5. Negatively impact the psychological functioning of Indigenous people (decreased self-esteem and community worth).

This research is summarized in Appendix A, the expert report of Dr. Jesse A. Steinfeldt, a sports psychologist.

In 2015, the Honourable Murray Sinclair and Chair of the Truth and Reconciliation Commission (TRC) noted the profound impact that stereotypes in sports have on young Indigenous people.

The TRC Final Report documents the challenges Indigenous youth face in forming their identities and the important role of sports in developing self-esteem. One of the TRC's Calls to Action includes a call to ensure that sport policies and programs are inclusive of Indigenous peoples.

Additionally, the TRC calls for Indigenous peoples' right to self-determination to be integrated into civic institutions in a manner consistent with the principles norms and standards of the United Nations Declaration on the Rights of Indigenous Peoples. The Indigenous Youth Council of The Ontario Federation of Friendship Centres has stated: "For too long Indigenous peoples have been branded by communities other than our own... We are the ones who can best create images of identity for our people." Indigenous communities must have ownership over their own images.

Next Steps

In our strategic plan, the OHRC committed to using our mandate and powers to engage in sustained trusting relationships with Indigenous communities that are built on dignity and respect, and by working to advance

reconciliation and substantive equality.

The OHRC urges the [municipality] to take the first step in removing barriers to participation for Indigenous peoples by collaborating with diverse Indigenous communities to develop a policy on the use of Indigenous-themed logos and names in their sports facilities and arenas.

We have identified non-Indigenous sports organizations [team name] that use Indigenous-themed names and/or logos.

We believe that the City of Mississauga is taking important steps to show leadership and a commitment to reconciliation. The above-noted settlement sets a positive path forward for other municipalities to follow.

In keeping with the OHRC's commitment to public accountability and its duties in serving the people of Ontario, this letter and the response received may be made public.

Thank you for considering this matter.

Sincerely,

Renu Mandhane, B.A., J.D., LL.M.
Chief Commissioner
Ontario Human Rights Commission

[Attachments](#)

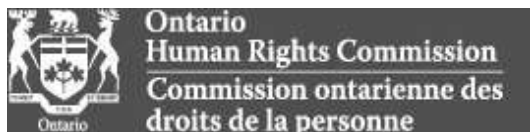
Attachments:

 [Appendix A - Dr. Steinfeldt Expert Report 2018](#)

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Community Services

Legislative Services

April 27, 2021

File #120203

Sent via email: premier@ontario.ca

The Honourable Doug Ford, Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Honourable and Dear Sir:

Re: Province Investigating and Updating Source Water Protection Legislation

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of April 26, 2021 passed the following resolution:

Whereas the Municipal Council of the Town of Fort Erie passed a resolution on October 21st, 2019 identifying that 1,100 private water wells were in operation in the Town of Fort Erie, of which 75% were used for domestic purposes including human and livestock consumption, and

Whereas the Municipal Council of the Town of Fort Erie further identified in that resolution that Council requires the protection of water in the aquifer supplying water to those wells from contamination as the result of any remediation of Pit One owned by the Port Colborne Quarries in the City of Port Colborne, and further

Whereas Report No. PDS-23-2021, approved by Council on March 22, 2021, identified that while the Niagara Peninsula Conservation Authority, The Regional Municipality of Niagara and Local Area Municipalities work together to protect source water, these plans do not generally apply to private servicing, and

Whereas Report No. PDS-23-2021 further identified efforts undertaken by the Town of Fort Erie through available provincial planning policy, regulation and legislation to protect source water within the Town of Fort Erie without any explicit ability to designate source water protection for private services, and

Whereas on July 28, 2010, through Resolution 64/292, the United Nations General Assembly explicitly recognized the human right to water and sanitation and acknowledged that clean drinking water and sanitation are essential to the realization of all human rights, and

.../2

Mailing Address:

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: www.forterie.ca

Whereas it would be desirable to ensure that those in our community who rely on wells and other private servicing for clean drinking water are afforded the same source water protection as municipal drinking water systems;

Now therefore it be resolved,

That: The Municipal Council of the Town of Fort Erie recognizes and acknowledges that clean drinking water and sanitation are basic human rights and essential to the realization of all human rights, and further

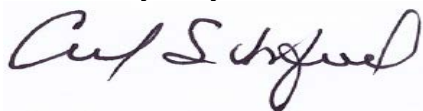
That: The Municipal Council of the Town of Fort Erie requests that the Ministry of Environment, Conservation and Parks consider legislative changes that would permit the expansion of source water protection to aquifers and private services, and further

That: This resolution be circulated to The Honourable Doug Ford, Premier of Ontario, the Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks, Wayne Gates, MPP Niagara Falls, Jeff Burch, MPP Niagara Centre, Jennifer Stevens, MPP St. Catharines and Sam Oosterhoff, MPP Niagara West, and further

That: This resolution be circulated to all Conservation Authorities and Municipalities in Ontario for their endorsement and support.

Thank you for your attention to this matter.

Yours very truly,



Carol Schofield, Dipl.M.A.
Manager, Legislative Services/Clerk

cschofield@forterie.ca

CS:dlk

C.C.

The Honourable Jeff Yurek, Minister of Environment, Conservation and Parks jeff.yurekco@pc.ola.org

Jeff Burch, MPP, Niagara Centre jburch-gp@ndp.on.ca

Sam Oosterhoff, MPP, Niagara West sam.oosterhoff@pc.ola.org

Jennifer Stevens, MPP, St. Catharines JStevens-co@ndp.on.ca

Wayne Gates, MPP, Niagara Falls wgates-co@ndp.on.ca

Ontario Conservation and all Ontario Conservation Authorities: kgavine@conservationontario.ca; bhomer@abca.ca; kfurlanetto@crca.ca; generalmanager@catfishcreek.ca; @cloca.com; mvytyvtskyv@hrca.on.ca; deb.martindowns@cvc.ca; tim.pidduck@croweallevy.com; tbyrne@erca.org; llaliberte@grca.on.ca; karmstrong@grandriver.ca; t.lanthier@greysauble.on.ca; Lisa.Burnside@conservationhamilton.ca; mmaichrowski@kawarthaconservation.com; elizabeth@kettlecreekconservation.on.ca; cullen@lsrca.on.ca; tammy@lakeheadca.com; jmaxwell@lprca.on.ca; mark.peacock@ltvca.ca; kelly.vandette@ltc.on.ca; beard@mvca.on.ca; David.Vallier@mattagamiregion.ca; smcintyre@mvc.on.ca; csharma@npca.ca; carl.jorgensen@conservationsudbury.ca; brian.tayler@nbmca.ca; dhevenor@nvca.on.ca; dlandry@otonabeeconservation.com; bmcnevin@quinteconservation.ca; richard.pilon@rrca.on.ca; sommer.casgrain-robertson@rvca.ca; j.stephens@svca.on.ca; cbarrett@ssmrca.ca; acoleman@nation.on.ca; bmcdougall@scrca.on.ca; John.MacKenzie@trca.ca; annett@thamesriver.on.ca

Ontario Municipalities



April 28, 2021

Minister Stephen Lecce

Minister of Education

Sent via email to: minister.edu@ontario.ca

Re: Bus Stops on Dead End Roads

Dear Minister:

At the last regular Council meeting of the Township of Scugog held April 26, 2021, the above captioned matter was discussed and I wish to advise that the following resolution was passed:

That Dead-End Road delegations be received: from parents, [video](#), site www.durhamdeadendroadkids.ca and attached correspondence and;

Whereas Dead-End Road kids (cul-de-sacs, private roads) busing being moved from long-time residential to highspeed (some 80km) common stop pickups; percentage of 830,000 Ontario bused students impacted as Student Transportation Services (STS) citing buses shouldn't access private roads, do 3-point-turns, or back up; kids expected to walk 1-2km twice daily (caregivers 4x) in morning dark, on narrow road shoulders, with no "bus stop ahead" warning signage;

Whereas Parents report employment/housing at risk. Must leave work to drop off/pick up children to avoid safety hazards of kids walking on highways unsupervised; secondary school youth reporting education at risk as missing class/affecting grades; children with disabilities not helped like double amputee who needs stop moved 160ft; parents told it's their "responsibility to get kids to bus safely";

Whereas Parents being told busing policy is schoolboard's, but they say it's STS's, who say it's Governance Committee or Ministry of Transportation, but Ministry of Education say it's "transportation consortia who administer policy"; and trustee, governance say cannot change policies, so parents appealing to police, press, & councils re dangers then; oncoming car killed 12-yr-old Cormac and injured sister while waiting at newly relocated bus stop at the base of a hill;

Whereas STS have advised road improvements are responsibility of municipalities, yet municipalities don't own needed land, nor have \$ millions to create 77m bus turnarounds, meanwhile;

Whereas Ontario Transportation Funding is \$1 billion; Jan 27/20 Ministry said they'd improve student transportation, review funding formula; and given STS gets their funding by scoring well in reviews, and given Ministry establishing "Student Transportation Advisory Group" to hear STS sector expertise, experience and ideas;

Now therefore be it resolved that the Municipality of Scugog requests:

THAT exceptions to allow 3-point turns or backing up where necessary, to provide safer service to dead-end and private road kids, that policies be amended to reflect; when not possible;

THAT exceptions to allow indemnification agreements to access private land for bus turnarounds to keep bus stops safer and closer to prescribed 800m distance; when not possible;

THAT "Bus Stop Ahead" warning signage be required to notify oncoming traffic, prior to STS moving common stop to main roadway;

THAT STS be comprised of solutions like mini-buses, vans, taxis, or public transit, worked into funding formula so doesn't negatively impact STS funding stats;

THAT Kid KPI "Key Performance Indicator" be included for Ministry "Effectiveness & Efficiency Follow Up Reviews", establishing benchmarks for responsive-problem-solving for kids & parents' busing concerns, and this be an STS factor to receive funding;

THAT Province provide "Parent Portal" for ongoing busing feedback of their STS, so families and kids can review/provide comments, especially during Ministry STS reviews and revisions to funding;

THAT Province have GPS tracking software to notify parents when children picked up/dropped off, and

THAT this motion be distributed to Premier Doug Ford, Honorable Stephen Lecce (Minister of Education), Honorable Caroline Mulroney (Minister of Transport), Durham MPP Lindsey Park, Haliburton-Kawartha Lakes-Brock MPP Laurie Scott, all Durham MPPs, Durham Region, all Ontario Municipalities, Rural Ontario Municipal Association (ROMA), Ontario Good Roads Association (OGRA), and Association of Municipalities of Ontario (AMO).

Should you require any further information in regard to this matter, please do not hesitate to contact Carol Coleman, Director of Public Works and Infrastructure Services at 905-985-7346 ext.149.

Yours truly,



Becky Jamieson
Director of Corporate Services/Municipal Clerk

Attachments

cc: Carol Coleman, Director of Public Works and Infrastructure Services
Premier of Ontario, Honourable Doug Ford premier@ontario.ca
Honorable Caroline Mulroney, Minister of Transport minister.mto@ontario.ca
Durham MPP Lindsey Park lindsey.park@pc.ola.org
Haliburton-Kawartha Lakes-Brock MPP Laurie Scott laurie.scott@pc.ola.org
All Durham MPP's -
Rod Phillips, MPP Ajax Rod.phillips@pc.ola.org
Lorne Coe, MPP Whitby Lorne.coe@pc.ola.org
Jennifer French, MPP Oshawa Jfrench-QP@ndp.on.ca
Lindsey Park, MPP, Durham Lindsey.park@pc.ola.org
Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock
Laurie.scott@pc.ola.org
Peter Bethlenfalvy, MPP Pickering-Uxbridge Peter.bethlenfalvy@pc.ola.org
Ralph Walton, Regional Clerk, Durham Region clerks@durham.ca
All Ontario Municipalities
Rural Ontario Municipal Association (ROMA) roma@roma.on.ca
Ontario Good Roads Association (OGRA) info@ogra.org
Association of Municipalities of Ontario (AMO) amo@amo.on.ca



November 2 2020

Curtis Sowards
3250 Beacock Road,
Scugog, Ontario
LOB 1L0

Re: Email to Durham Student Transportation Services Governance Committee

Dear Mr. Sowards,

This letter is in response to your written request for reconsideration of transportation arrangements, received via email on September 30, 2020.

Your correspondence related to a request for a closer bus stop on Beacock Road was forwarded to Durham Student Transportation Services (DSTS) in accordance with Section 7.3 of the procedure outlined under the heading *Request for Reconsideration of Transportation Arrangements* within the DSTS Transportation Policy. Your request was reviewed at the most recent Durham Student Transportation Services Governance Committee meeting held on October 28, 2020.

The Governance Committee concluded that the DSTS Transportation Policy has been applied and administered appropriately in your situation. As outlined in the DSTS Transportation Policy, Section 3.5, "in circumstances where buses cannot gain access, students may be required to walk further to bus stops..." beyond the 800 meters. Additionally Section 7.2 outlines, "DSTS reserves the right to determine if the roadway is suitable for travel, given road conditions and necessary space requirements factoring turn radius of large school vehicles." DSTS has determined that Beacock Road where you reside does not have adequate roadway to safely turn around a school bus vehicle and the closest available school bus stop location is at Beacock Road on Regional Road 57.

As noted in the DSTS Transportation Policy, the decision of the Governance Committee is final and not subject to further consideration. Accordingly, no further action will be taken on this matter by DSTS or the Governance Committee.

Sincerely,

Kelly Mechoulan
Chief Administrative Officer, DSTS

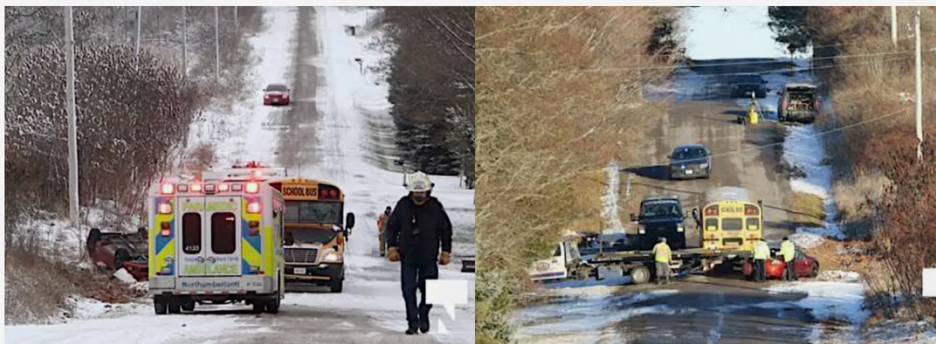
cc: *Chairperson and Trustee, DDSB*
Director of Education, DCDSB
Director of Education, DDSB
Chairperson and Trustee, DCDSB

Minister Stephen Lecce Please Give Safe Stop - Not Highway 57!

February 18, 2021 | Durham Dead End Road Kids, Education Access, Parents Advocacy, School Bus Safety

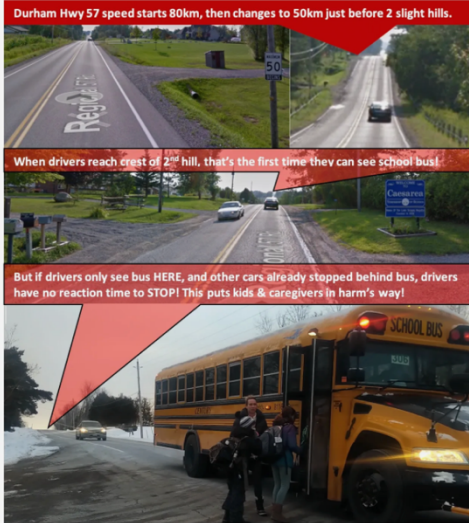


I am writing on behalf of the deeply concerned parents and community members of Williams Point. Monday, February 8, 2021 was the first pick up and drop off at the new bus stop located on the highway. Most parents found alternative measures to get their children to school as they are not willing to risk their children's physical safety by having them congregate at the bottom of a blind hill with no signage, sidewalks, or designated waiting area. Those who did send their children by bus were frightened. Other families have decided to move their children to online schooling, being forced to make a choice between their children's physical safety and their mental health. Our parents are losing sleep regarding this ongoing dispute particularly following the death of a student in Port Hope December 2/2020. [Read news story.](#) [Support the Kerin family here.](#)



Toronto Sun Reports: Cormac Kerin, 12, along with his sisters, Aishling and Shea, 10. Cormac was killed and Shea critically injured after they were struck by a vehicle while waiting for their school bus on Dec. 2/20 in Port Hope.

The parallels that can be drawn between the two bus stops are uncanny and downright terrifying to the parents of 22 kids who are expected to stand in the middle of an intersection on a highway at the base of a hill in winter to board the bus...



New Durham Highway 57 Common Stop where school bus stopping isn't visible until reaching crest of hill. Dangerous for Scugog Dead End Road Kids. Keep safer side road stops until turnaround can be built.

I would like to share with you direct quotes and feedback we have received from our community to better illustrate:

* "There is no stop sign here and the bus is stopping on the bottom of a blind hill where visibility is impossible. The snow and ice makes this dangerous spot even more dangerous. There are no sidewalks and cars are speeding in this area. As a critical care nurse, I am very concerned that this change was made and ultimately puts our children's lives at risk."

* "Pick up and drop off spot at the HWY 57 and William's Point Intersection is not an appropriate alternative. It isn't safe, it's not

suitable for family routines and not good for overall community. The proposed stop is on the downhill side of a blind hill, where vehicles are often travelling well over the posted speed limit. This is very similar to the spot in Northumberland County where a boy tragically lost his life at a school bus stop just this school year. Again, add snow, ice or slippery conditions to this situation and it becomes even more unsafe."

* We made the difficult decision to move our daughter to online. We cannot take this risk for something that should be as simple as getting to school safely. The impacts this will have on her mental health keep me up at night."

We understand that representatives from the Township of Scugog have subcontracted engineers to survey and create a design for a 77 metre turnaround for the bus at the location where it previously did a 3-point-turn, at Jack Rabbit Run and William's Point intersection. This is a very private and safe location and close for families who's children have disabilities to access. Our community has rallied together offering to donate land from our park if need to be construct a bus turnaround, to start a fundraising campaign, volunteer time, and some have even offered to build the bus turnaround themselves if need be, anything to keep our children safe.

We have requested that DSTS explore alternatives that could be available such as committing to send the mini-buses like before, having a parent or a second bus driver act as a spotter for the bus driver to turn around safely. We are aware that Councillor Kiezebrink sent letters to DSTS, our School Board Trustee Carolyn Morton, and Norah Marsh, Director of Education just last week, requesting that the bus stop remain in place in our community until the end of the school year so we can work tougher towards providing a suitable solution and allocate the appropriate amount of time and resources to have the solutions executed.

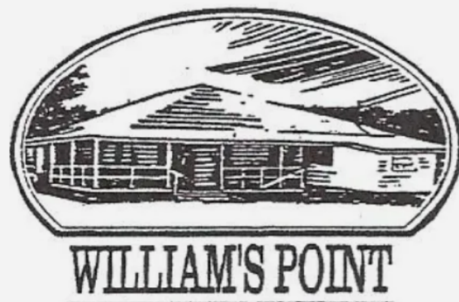
Each of our solutions, letters, and requests, have been dismissed as not possible. DSTS actions have made it clear that there is no intention to collaborate, have open dialogue or to work to resolve our very valid concerns. They have only restated what the policy is, in any email, meeting, or letter; that it's the parents' responsibility to get the children to the bus stop safely, that roadways are the municipality's responsibility, that it's not a hill, not a highway, that sight lines are met and "bus stop ahead" signage is not required (but we wonder where the measurements were taken from because the bus driver stopped mid-hill as it's the only place to stand for the students).

Parents and community members are asking when will DSTS be open and transparent with us? When will our concerns be responded to? Some parents have written letters or emails only to still receive no reply. How is this an acceptable practice of a Tax Funded Agency to simply ignore the very people who pay their taxes that provide the funding? Our families and members feel abandoned and ignored due to our rural status.

Minister Stephen Lecce, our elected Councillors (Ward Councillor Deborah Kiezebrink and Regional Councillor Wotten) have done everything they can think of to assist us. We are now asking that they engage you to investigate not only our concerns for our children's safety but how unfairly this community feels this matter has been handled by DSTS.

We wish to thank you in advance for your assistance and advocacy both on our behalf and on behalf of every Dead-End Road Child in Durham facing this same circumstance. Thank you for taking our concerns seriously and thank you to our Councillors for being safety ambassadors within Scugog Township.

We wish to thank you in advance for your assistance and advocacy both on our behalf and on behalf of every Dead-End Road Child in Durham facing this same circumstance. Thank you for taking our concerns seriously and thank you to our Councillors for being safety ambassadors within Scugog Township.



Sincerely,

Michelle Burg, WPCA Director

cc. Brent Clemens, WPCA President

READ BLOG POST:

<https://durhamdeadendroadkids.ca/blog-to-minister/f/minister-stephen-lecce-please-give-safe-stop---not-highway-57>



There are approximately
178 Dead End Roads DSTS doesn't enter
with 386 students (as of Dec '20)

Durham Dead End Road Kids

Education Minister Stephen Lecce,
Who Will Help Us?

www.DurhamDeadEndRoadKids.ca

WHO WILL TAKE RESPONSIBILITY & KEEP OUR KIDS SAFE?
A STORY ABOUT PARENTS WHO FEEL ABANDONED IN A PANDEMIC.



Update



Toronto Star by Kristen Rushowy, Jul 2/19

Honorable Stephen Lecce you told us,
“[You Are Listening to Parents](#)”. We need your help.



1:46

Brendan Kerin

Today, the unthinkable for any parent - happened to our family. In a blink of an eye, our son is dead, and our daughter is fighting for her life at Sick Kids Hospital.

I can barely bring myself to write something legible at the moment. On behalf of Jennifer, Aishling and myself, the community response and support have been overwhelming. We cannot thank you enough.

Shea is alive because of the first responders' speedy and professional actions. We are grateful to the Cobourg OPP, the Northumberland Hills Hospital, and the Trauma team at Sick Kids have given our family a sliver of hope.

All I can say at the moment, Shea needs all of our prayers and thoughts. She is still very much in a precarious situation.

Cormac was the most beautiful boy a parent could wish for. The thing to know about Cormac was how much he cared about others. He loved his school, teachers, classmates, friends and teammates. Please know how much he loved you. I can't bring myself to say much more at the moment. It is too much.

We are aware of how far this is affected people and the pain and hurt this has caused. In particular, our concern for their school classmates and staff, teammates and friends.

We ask that you keep our bus driver and the innocent children on the bus at the time in your thoughts and prayers. Amy will need all the support we can give her.

Please help [Durham's Dead End Road Kids](#), and others around the Province!

Remember [Adam](#) & [Cormac](#). Kids Deserve Better. They Deserve to Live.

Help us Keep Busing as Safe as Possible; Keep Kids off Highspeed Roadways.

**Note: in this report, click on images/links to read more details or watch videos.*

April 15, 2021

The Honourable Stephen Lecce, Minister of Education

438 University Ave, 5th Floor, Toronto, ON M7A 1N3

Dear Minister Lecce:

Ontario School Busing is in the news... but not for the right reasons! UPS can do it, garbage trucks, snow plows, fire trucks, ambulances can provide driveway service, but schools can't?

Remember when school children were picked up by school bus at their driveway? **Now private road, cul-de-sac and dead-end road kids are losing long-time neighbourhood school bus pickups.** Student Transportation Services (STS) citing “for safety” school buses cannot do, 3-point-turns, back-ups, or access private roadways even though they have been for years!

Children are being dropped on highspeed thoroughfares and high trafficked intersections and this is more-safe? Minister Lecce, [Adam died at a driveway highway pickup](#). [Cormac died just before](#)



Collision Kills 12-Yr-Old Waiting Common Stop
base of hill Dec 2/20. Keep Residential Road
Pickups!



READ NEWS STORY



WHY IS MY BUS DROPPING ME OFF ON HIGH-SPEED ROADWAY?
WHO WILL PICK ME UP?
HOW IS THIS "MORE-SAFE"?

Parent Letter sent to Councillor Apr 14/21

"Why is an 8 yr old dropped off on highway from school bus?"

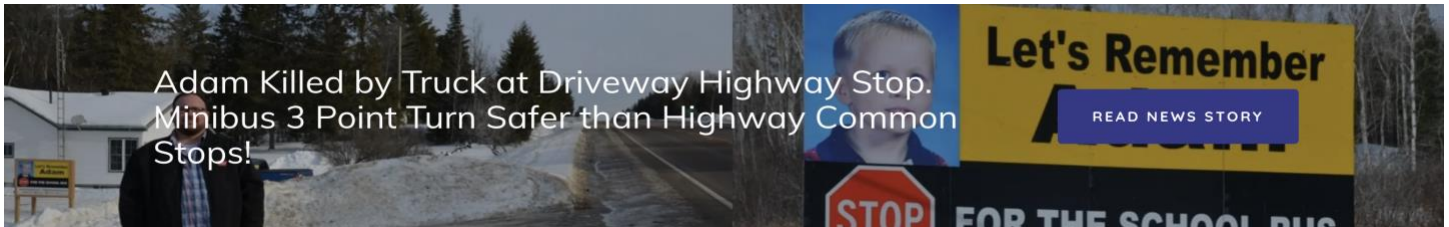
"Scary. Driving to Port Perry Hwy 2 saw child (8-10yrs) getting off school bus on side of highway, middle of nowhere. Walked alone to where? NOT ok for kids with zero road safety awareness to walk on highway. Where parents? Need safer bus stops + database so parents know where kids are." (Dad Aaron Moss Brock Township)

[Christmas '20 accessing his bus at the base of a hill](#) (see Dad's public facebook post above). Where bus stops are located is important. Parents around the province feel sick with fear and worry for their dead-end road kids whose bus stops are being moved to higher trafficked high-speed

roadways. Further, **Dead-End Road Kids are expected to walk upwards of 1-2km twice daily** (caregivers 4x), in morning dark, on narrow road shoulders (no sidewalks). **Parents reporting employment and housing at risk** due to losing senior caregivers who can't walk to new highspeed stops. Parents now having to beg off work daily to drop off/pick up children to avoid safety hazards of then walking alone on highways unsupervised. This puts their employment at risk. Secondary School Youth reporting long distance stops impacting their ability to log back in for afternoon classes, affecting grades.

STS advised parents road improvements are responsibility of municipalities, yet municipalities don't own land adjacent to roadways needed to create 77m bus turnarounds, nor have \$ millions necessary to create turnarounds, so STS keep moving long-time neighborhood pickups to highspeed common stops.

1) Parents request exceptions to allow 3-point turns or backing up where absolutely necessary to provide safer service to dead-end and private road kids, that policies be amended to reflect.



"Something good has to come from this and that something good would be: no child was killed and no more incidents happen," (Brother Pierre talking Feb 11/20 about 20 year agony of his little 5-yr old brother Adam's death on Highway Bus Stop.)
Don't let this be the life for Durham families. Let's do everything possible!



For Durham Region alone, this change in busing policy means 178 dead end roads are not accessed by Durham Student Transportation Services (DSTS), impacting 386 students and their families in Durham Region alone (DSTS letter Dec '20)! [How many children live on private cottage roads, dead end roads or cul-de-sacs around the province affected by this?](#)

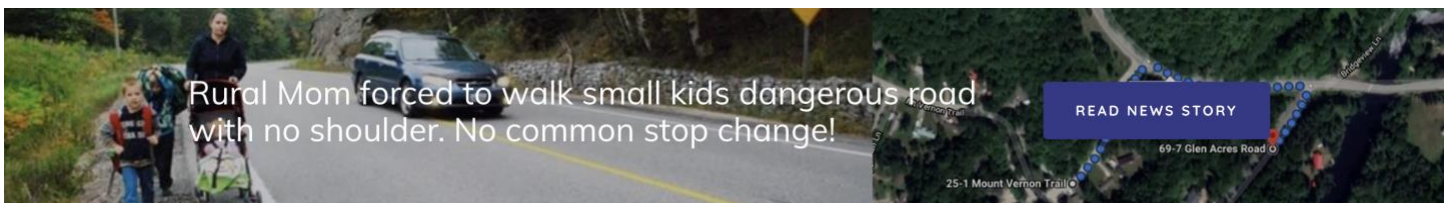
[Durham Dead End Road Kids' Video](#) re: Durham District School Board Bus Stop Changes (Ajax, Brock, Clarington, Oshawa, Pickering, Scugog, Uxbridge, Whitby)

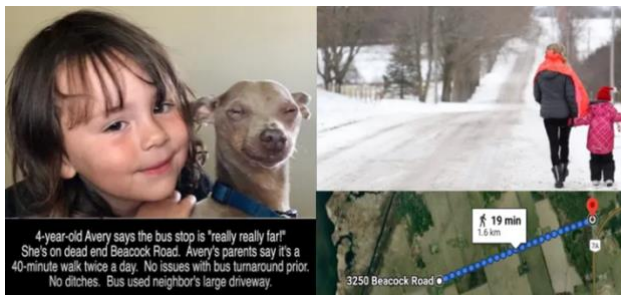
[Watch Parents' Video](#) Fearful of Trillium Lakelands District School Board's Bus Stop Change (Kawartha Lakes, Haliburton, Muskoka)

Police report filed when daughter was nearly hit by a car. Mother reports "being thrown around like a baton" trying to get answers. "I am looking for a voice who can help me show TLDSB, that it's common sense not to ask children to stand in an intersection, on an S bend of a busy high traffic area." Kids stand in snow covered ditch or on road shoulder to wait for bus. No other space. "I need a voice who understands that keeping your children safe is a mother's job... Help me fight to keep my children safe. I pray daily that our voices will be heard." (Mom Tammy Mitchell Lakelands School District).

"I'm afraid it will be too late before they do anything." News story reports family had one vehicle leaving mom with no choice but to walk 3 children (including baby

in stroller) to new dangerous bus stop. Bus used to pick up on private road since '09 but now TLDSB has denied request to keep safer private stop. "Every morning Katie walks with three young children to the bus stop... she fears they're going to get hit. "It's a blind corner and there's nowhere to go. It's so dangerous, especially with how busy this road is." (Mom Katie Morris, Huntsville)





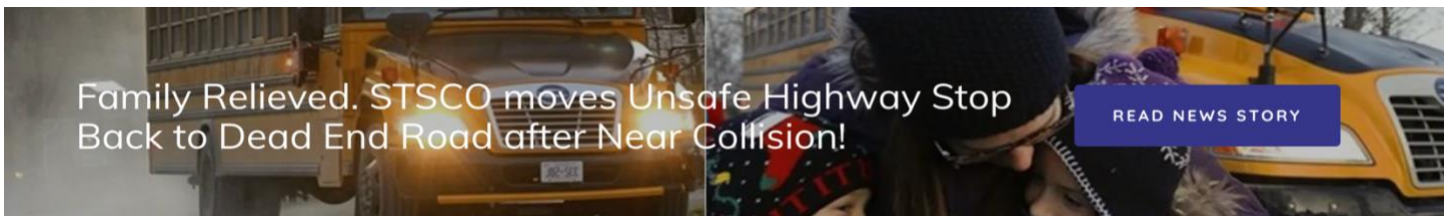
"We don't take responsibility for children, they are the parents' responsibility up until they get to the bus stop and on the bus," says Catherine Shedden, District Manager, TLDSB

"The Governance Committee concluded that the DSTS Transportation Policy has been applied... the decision is final and not subject to further consideration. Accordingly, no further action will be taken on this matter," says Kelly Mechoulam, CAO of DSTS
(Response to Grandfather trying to get his 4-yr-old granddaughter's bus stop off 80km intersection and back to dead end road.)

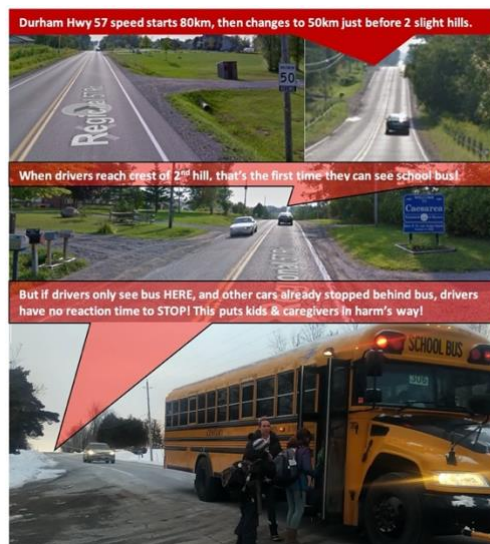
2) Parents request exceptions to allow indemnification agreements to access private land for bus turnarounds, to keep bus stops safer and closer to prescribed 800m distance away.



Dad speaks to Council Dec '19 explaining "My kids have had 10 opportunities to be killed!" at new Highway 60 common stop. Used to be picked up on dead-end Millar Hill Road. Now bus passed by speeding cars potentially hitting kids in morning dark while boarding. **Even though Limberlost Forest and Wildlife Reserve has offered their entrance for a bus turnaround**, TLDSB says can't use private land unless they donate it for bus turnaround. (Dad Kevin Miller, Lake of Bays)



A tractor-trailer nearly plowed into the back of kids' bus stopped on highway. STSCO had moved bus stop to Highway 7 where speed limit is 80km, to avoid dead-end Leanne Avenue. "Buses don't typically go down dead-end roads... but with the...increased traffic, STSCO recognized change needed." "It was really traumatic watching (oncoming semi-truck) because there was nothing we could do." (Parents Lisa & Matt Couture, Peterborough)



3) Parents request "Bus Stop Ahead" warning signage be required to notify oncoming traffic prior to STS moving common stop to main roadway.

Durham parents on Dead-End Roads Jack Rabbit Run & William's Point, whose children being moved to base of hill on Regional Road 57, tried to get bus stop warning signage installed, but DSTS said not warranted.

➤ "Bus stop has been on Jack Rabbit Run for years...I have two small boys ages 4.5 and 6. I live over 1.5km from Reg Rd 57. There's no possible way we can walk that far twice daily! Multiple vehicles, parents, and children congregating... There's no parking, no shoulders... I'm a Registered Nurse in critical care. I know accidents can happen without warning! Please take residents' concerns seriously! I work shift work so my elderly mother takes children to bus, but now will not be impossible! How will I support my family (if I have to leave work to pick them up)?" (Mom Cara Tunney, Registered Nurse Critical Care, Scugog)

➤ "My work takes me around province. Puts all responsibility of taking kids (2- and 4-year-olds) to highway on my wife. **What drives me crazy is that it's been possible for a bus to make a three-point turn in the past... why isn't a smaller bus not a possibility?**" (Dad Steve Anning on Video, Hydro One Safety Officer, Scugog)



"How can this be safe? I am beyond upset that this continues to happen:

- * cars stopped on hill behind bus,
- * 1 car trying to turn right around bus,
- * 1 car honking because came over hill and cars stopped behind bus,
- * **ALL parents screaming because another car came around William's Point bend and almost ran over kids boarding! Kids scared... How can this be safe? Imagine if there were snow or ice on hill?"**

"Please explain Mrs. Mechoulan how you are going to deal with a child getting hit by a car and all of us parents have continued to tell DSTS how unsafe it is?"

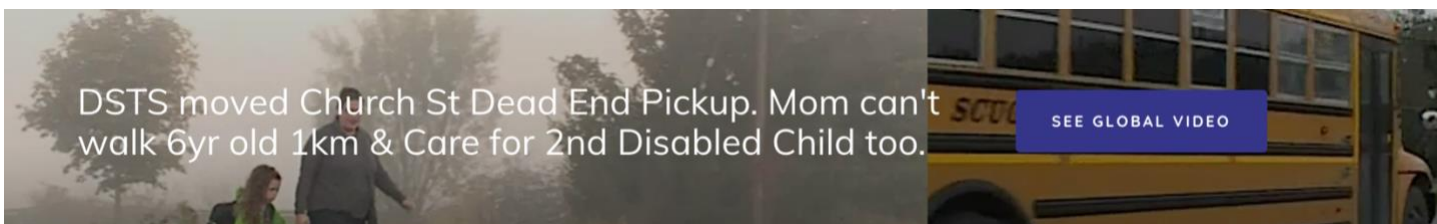
(Mom Laura Turnbull, Feb '21 Email to Trustee Morton & DSTS CAO Mechoulan)



4) Parents request STS be comprised of solutions like taxis, public transit, mini-buses or vans, worked into funding formula so doesn't negatively impact STS funding stats. Other options could be incorporated not just full-size buses that can't navigate dead-end roads. Why not use new [Durham Transit On-Demand?](#)

"We were informed Friday that the bus stop is again, at Cartwright and Church intersection. This is an unsafe stop for any child..." Vehicles are always speeding

(over 80km/hr) not to mention when there's a problem on 7A, they detour through that intersection. **Our neighbours are appalled DSTS refuses to send a bus down our road. All their children were picked up at the ends of their driveways. The road is in the best shape it's ever been. Wilma (Wotten Regional Councillor) had commented that she used to ride the bus that came down this**



road. In 2017, the town came out and met with DSTS to look at areas where the bus could turn around. Nothing ever came of it (don't own enough land there to build turnaround). **We now have 6 children who live on this road, ages 4-13. None of the families are okay with the current bus stop, only one is using it (while they fight DSTS)."** (Mom of Disabled Child, Krista Ormsby, Scugog)



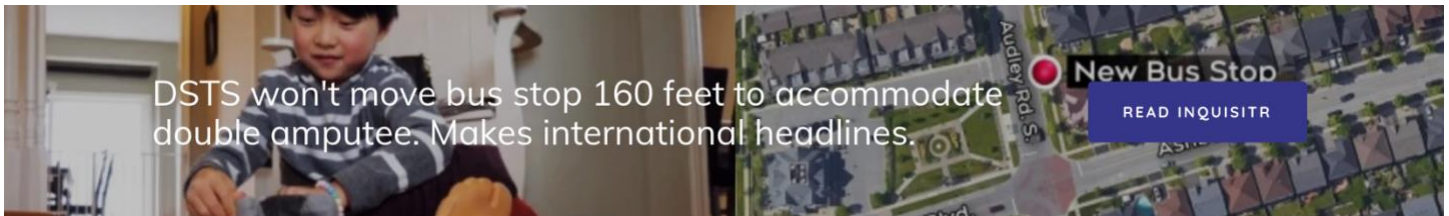
Parents being told busing policy is schoolboard's but they say it's STS's, but STS say busing changes are schoolboard governance & policy of Ministry of Transportation, meanwhile Ministry of Education says it's "transportation consortia that administer policies". Parents are spinning in circles trying to figure out who to talk to, since STS not responding to their concerns!

Parents reporting frightening near accidents/deaths to Trustees, School Boards, STS, but continue to be advised "it's the parents' responsibility to get children to bus stop safely", and are forced to appeal to councils, press, make videos, yet appeals largely unresolved and unknown liabilities mounting.

5) Parents request Kid KPI "Key Performance Indicator" be included for future Ministry "Effectiveness & Efficiency Follow Up Reviews", establishing benchmarks for responsive problem solving for kids & parents' busing concerns, and this be a factor to receive funding. **Viktoria says DSTS, "senseless bureaucratic approach must change."** There's more to busing than business.

"DSTS picked a community stop but my kids only ones taking bus? ...which drives right by our house? How does 40-minute walk sound four times a day with a 2 and 4-year-old?"

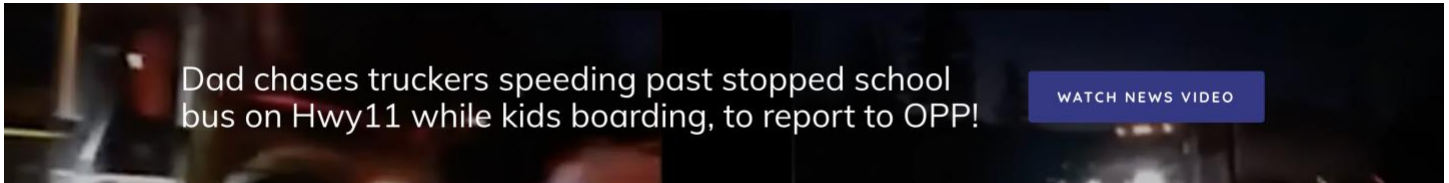
(Mom Viktoria Brown, Scugog '17 Focus Magazine Appeal to DSTS)



DSTS won't move bus stop 160 feet to accommodate double amputee. Makes international headlines.

New Bus Stop
READ INQUISITR

We need a "Kid" KPI, where high-level service is rewarded. Rui Webster who's lost both his legs, uses prosthetic limbs to walk, yet DSTS won't move bus stop 160 feet to accommodate. "[The bus stop was just a couple of houses down the street from him](#)...however busing contractor changed routes...Rui has to cross intersection to reach (new) bus stop (more traffic)... snow plows deposit large banks of snow... Twice last week, Rui slipped and fell... "We just want bus stop put back where it was or to assign Rui to another bus that still goes past our house – either of these things are easy to do," Kurt says. The busing contractor has steadfastly refused to change route. School district has refused to budge as well." (Parents Kurt & Melissa Webster, Ajax)



Dad chases truckers speeding past stopped school bus on Hwy11 while kids boarding, to report to OPP!

WATCH NEWS VIDEO

[Transports blowing by stopped school buses on area highways a regular occurrence](#). "It's so stressful. It's awful. Every morning I stress out and every afternoon when I know (transport trucks) are coming back." (Mom Cara Smetana, Martin River Nipissing)

Williams Point Cottagers Association advocating for Kids!



Williams Point Cottagers Association have advocated in every way possible to protect their kids from the highway stop at base of hill. If necessary they will give up part of their park to build a turnaround. They are stunned at DSTS to put 22 kids on Regional 57 Road shoulder to board bus.

6) Province provide "Parent Portal" for ongoing busing feedback of their STS, so families and kids can review/provide comments, especially during Ministry STS reviews and revisions to funding.

Provincial funding for student transportation is projected to be more than \$1 billion and Ministry routinely has "[Effectiveness and Efficiency Follow-Up Reviews](#)" of STS which is the vehicle of STS funding.

Ontario Government announced January 27, 2020 they'd improve student transportation experience by reviewing funding formula to achieve more efficient and accountable system, reviewing three goals of: 1) equity, 2) fiscal responsibility, accountability, and 3) evidence-based decision making.

Government is establishing a Student Transportation Advisory Group meeting with Parliamentary Assistant and Ministry staff, to hear from STS sector partners expertise, experience and ideas. Parents and children should be included in this review. **Given busing is supposed to be for the children, why not give parents and kids a say?**

7) Province have GPS tracking software to notify parents where children are when dropped off/picked up, giving evidence of safety.

On behalf of Durham Dead End Road Kids, and William's Point Cottager's Association, we hope our website, videos, and this report help explain. We welcome the opportunity to discuss this with you further.

Deborah Kiezebrink

[Deborah Kiezebrink](#), Scugog Ward 4 Councillor
dkiezebrink@scugog.ca

and [Wilma Wotten](#), Scugog Regional Councillor & Deputy Mayor
wwotten@scugog.ca



Brent Clemens, [WPCA](#) President
bclemmy@aol.com

Michelle Burg

and Michelle Burg, WPCA Board Director
michelle.j.burg@gmail.com

cc: Premier Doug Ford, Honorable Stephen Lecce (Minister of Education), Honorable Caroline Mulroney (Minister of Transport), Durham MPP Lindsey Park, Durham Region, all Ontario Municipalities, ROMA, OGRA, and AMO.

Nov. 4, 2020

Good Day,

This letter is to inform whomever can resolve this catastrophe.

My name is Curtis Sowards and live at [REDACTED] Nestleton, Ontario. L0B 1L0. I am being told that my granddaughter is to walk 1.4 km to highway 57 to the bus stop. My granddaughter is 4 and just started JK. Her mother has no car or drivers license, so both would have to walk. They would have to leave about 45 minutes before pick up, which would be in the dark during the winter months. Beacock is a dirt road and has no sidewalks or lights. This is extremely dangerous for such a cute kid.



4 years ago, I was told a similar situation, which meant my grandson would have to walk the 1.2 km to the pick-up point. The reason was it was not safe for the bus to turn around. After taking measurements, the driveway beside mine is 25 feet wide and at least 50 feet long going to a work shop. I discussed this problem with my neighbor and he had absolutely no problem with the bus turning around.

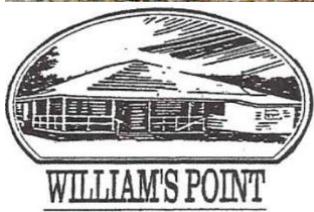
The transportation safety inspector from the bus company came to my house and spoke with said neighbor and the bus started coming with no incidence for the 2 years my grandson was here. I have also had my own 2 children bused to school for their 14 years of public-school education.

Now I am being told someone has determined no bus should turn around on a private driveway? I am not sure where this came from but my house is on a public road well maintained and plowed. I might add the grader, snowplow and garbage trucks easily use Beacock rd. If the bus company is not allowed to send the big bus, send the small one but Avrie deserves an education.

This is a problem created with the decision about bus turning, with no plan for the children. I was never consulted about the losing access to education for anyone living at my house. ***Please solve this, do it for the kids!***

If any further information is required, I am always available.

Curtis Sowards
[REDACTED]



April 21, 2021

To Whom It May Concern:

We are deeply concerned about there no longer being a bus route on our dead-end street with the safety concerns that it raises for the future of our two children. My wife and I have two young children, a daughter starting school in September and a son who will be starting 2 years behind her. We're not the only ones impacted... The Williams Point Cottagers Association is quickly growing and the number of children on the street is steadily increasing. These concerns only multiply the further away the residence is down the street from the new bus stop.

The loss of the long-time bus route on William's Point Road will force my wife to walk our daughter to the top of our street and will also force her to bring our son along 2.2km (twice daily) as my work requires that I am often on the road very early or on call while working around the province for the Ministry of Labour, Training and Skills Development and there would be no supervision for him in that time period. You can imagine the difficulties this would present for her. Tying into this, if the snowplow is no longer coming down the street early enough to accommodate for the bus route, you can envision how difficult it would be for two young children walking through unplowed streets with no sidewalk in the morning dark, as well as sharing roads with commuters on their way to work.

Though it breaks our hearts, we will have to consider leaving our beautiful community as this once proposed bus stop change has now become reality.

The challenges and safety concerns this presents for what seems like a minor issue of a three-point turn for the bus as compared to the frightful alternative of children walking up to 2.2 kilometres to reach a bus stop that impedes live traffic coming down a blind hill should really be reconsidered.

If you force parents to drive their children to the bus stop, not only will it congest narrow roadways during commuting hours, but it will also increase emissions from idling vehicles. In many cases this is not even a possibility for parents who would be unable to modify their hours of work to accommodate this. The possible economic impact of having to put off working to accommodate an amended bus route seems very inconsiderate to taxpayers who I guarantee will see no decrease in their taxation in response to the change.

I hope I have provided enough information to allow for thorough debate into this issue and I do hope that the safety of the children residing on Williams Point Road is considered the paramount concern by the school board and the Durham Student Transportation Services. I strongly urge you to reconsider this change.

We are available to discuss our concerns further at [REDACTED] and [REDACTED] or by phone at [REDACTED] and [REDACTED]. We hope you reach out.

Sincerely,

Concerned Parents Residing at 15 Williams Point Road,
Steven and Kayla Anning



April 30, 2021

Hon. Doug Ford, Premier
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Sent via email: premier@ontario.ca

Dear Premier Ford,

Please be advised that at the Brantford City Council Meeting held April 27, 2021, the following resolution was adopted:

Request - Province of Ontario withdraws its prohibition on golfing and any other outdoor recreational activities

WHEREAS COVID-19 restrictions have had significant impacts; and

WHEREAS many forms of socializing, recreation and sport have been curtailed; and

WHEREAS the game of golf can be enjoyed while maintaining proper social distancing;

THEREFORE BE IT RESOLVED THAT The Corporation of The City of Brantford recommends:

- A. THAT The Province of Ontario withdraws its prohibition on golfing and any other outdoor recreational activities which can be enjoyed while maintaining proper social distancing; and
- B. THAT the City Clerk BE DIRECTED to forward a copy of this resolution to the Premier of Ontario; Will Bouma, MPP, Brantford-Brant, the Association of Municipalities of Ontario, Ontario Big City Mayors; and the list of other Municipalities in Ontario.

Yours truly,

Tanya Daniels
City Clerk
tdaniels@brantford.ca

cc MPP Will Bouma, Brantford-Brant
Association of Municipalities of Ontario (AMO)
Ontario Big City Mayors
All Ontario Municipalities

CITY CLERK'S OFFICE City Hall, 100 Wellington Square, Brantford, ON N3T 2M2 P.O Box 818, Brantford, ON N3T 5R7
Phone: (519) 759-4150 Fax: (519) 759-7840 www.brantford.ca

The Corporation of the Township of Southgate
By-law Number 2021-066
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 May 5, 2021

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 May 5, 2021 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 May 2021.

John Woodbury – Mayor

Lindsey Green – Clerk